

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

November 10, 2014

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Monday, November 10, 2014, in the Authority's meeting room.

Present: Joseph Bonner, Chairman; William Rissinger, Vice Chairman; William Evans, Secretary; Donald Cameron, Assistant Secretary; Gustave Haun, Treasurer; and Timothy Hagey, Assistant Treasurer. Also present were Joseph Bagley, Solicitor; John Schmidt, Executive Director; Thomas Hauser, Superintendent; and Joseph Nolan, Engineer. Jeffrey Wallack, Esquire was also in attendance. The Chairman opened the meeting at 4:00 p.m.

MINUTES

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Rissinger to approve the Board minutes of the meetings of October 14 and October 28, 2014. The motion was unanimously adopted.

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

There were no reports of officers presented.

COMMITTEE REPORTS

The Personnel Committee is scheduled to meet after today's meeting.

EXECUTIVE SESSION

The Board recessed into Executive Session at approximately 4:01 p.m. to discuss potential litigation with a Phase II Project contractor.

The Board returned to its Regular Session at approximately 4:26 p.m. Mr. Wallack left the meeting at this time.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

It was discussed that the Authority would have an employee retiring in January.

Mr. Schmidt reported that a statement on the rate increase by the Authority in the form of a notice had been circulated to the Board for comment.

Mr. Schmidt reported that a requested rate increase was received from CKS Engineers. Mr. Bagley indicated that he will be sending notice of a requested rate increase commencing January 2015.

Mr. Schmidt reminded the Board that the December 23, 2014 meeting is still on the calendar. It was the sense of the Board to keep the meeting as scheduled for the timebeing.

The holding of a holiday party was discussed.

Mr. Schmidt reminded Board members of the PMAA dinner scheduled for November 24, 2014.

ENGINEER'S REPORT – Joseph Nolan, P. E.

Mr. Nolan discussed the Annual Report of the Consulting Engineer which was distributed to the Board. Mr. Nolan reviewed the Annual Report which includes a history of construction projects, the Phase II Project, a summary of operations, the expanded capacity of the plant, a list of operators and their licensing, incorporates the Superintendent's reports for the fiscal year, maintenance, and the design of the Phase III Project. Mr. Nolan also reviewed the reconciliation of flows between the Authority and Bucks County Water & Sewer Authority, costs for the year, the costs split between the two municipal authorities and the surcharge owed to BCW&SA. Mr. Nolan also reviewed rate changes and the listing of the actual budget for the last fiscal year versus the preliminary budget for the current year. There was also a review of capital expenses and capital projects proposed for the current fiscal year. Other issues set forth in the Consulting Engineer's report were also discussed.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to approve the Consulting Engineer's report for 2013-14. The Motion was unanimously adopted.

Mr. Nolan presented Requisition No. 186 for Capital Improvements in the amount of \$16,858.20 representing engineering and legal expenses for the Phase II and Phase III Projects and he recommended payment of the bills.

MOTION: It was **MOVED** by Mr. Rissinger and **SECONDED** by Mr. Haun to approve Requisition No. 186. The Motion was unanimously adopted.

SOLICITOR'S REPORT – Joseph M. Bagley, Esquire

Mr. Bagley stated that he had nothing additional to discuss following the Executive Session.

TREASURER'S REPORT – Gustave Haun

Mr. Haun presented the General Operating Expenses of \$228,362.44, along with Miscellaneous Extraordinary Expenses of \$66.04 for Total Operating Expenses amounting to \$228,428.48. Mr. Haun noted that the Capital Improvements Requisition had already been approved, and he reported on the payment of the Loan Fund in the amount of \$75,601.49 for Total Expenditures for the month of \$320,888.17 and he recommended approval to pay the bills.

MOTION: It was **MOVED** by Mr. Rissinger and **SECONDED** by Mr. Cameron to approve the Total Expenditures for the month of \$320,888.17. The Motion was unanimously adopted.

Mr. Haun next presented Escrow Disbursements in the amount of \$527.36 and recommended payment.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Rissinger to approve the Escrow Disbursements in the amount of \$527.36. The Motion was unanimously adopted.

NOVEMBER 25 AGENDA

It was noted that there would be further discussion at the November 25 meeting of the progress on the Phase II Project.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to adjourn the meeting. The Motion was unanimously adopted.

The meeting was adjourned at approximately 4:55 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor
and Recording Secretary