

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

January 13, 2015

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, January 13, 2015, 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 J.J. Kelso, CKS Engineers.

The Chairman opened the meeting at 4:00 p.m.

An announcement was made that Joseph Bonner was reappointed by New Britain Township.

BOARD REORGANIZATION

The Solicitor assumed the Chairmanship of the meeting. He called for the nomination of Chairman for 2015. Mr. Rissinger nominated Joseph Bonner as Chairman which was seconded by Mr. Haun. No further nominations were made. The Solicitor asked for a motion to close the nominations. It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to close the nominations. The motion was unanimously adopted. By acclamation, Joseph Bonner was elected Chairman for 2015.

It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to elect the same officers as served during 2014 and to appoint the same professionals as served during 2014. The motion was unanimously adopted.

It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Hagey to fix the 2015 meeting dates as distributed to the Board. The motion was unanimously adopted.

It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to adopt the fee schedules as distributed to the Board. The motion was unanimously adopted.

MINUTES

It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve the minutes of December 9, 2014 as distributed to the Board. 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

Mr. Evans delivered a report on behalf of the Personnel Committee. The Board moved into Executive Session at approximately 4:09 p.m. to discuss the Personnel Committee's recommendations. The Board returned to its regular session at approximately 4:18 p.m.

It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve the recommendations of the Personnel Committee for wage and salary increases. The motion was unanimously adopted.

It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to approve the recommendation of the Personnel Committee to apply the same health insurance contribution requirement to non-union staff that was previously negotiated by the Union. The motion was unanimously adopted.

It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve the recommendation of the Personnel Committee to hire Kimberly Paley as a member of the administrative staff. The motion was unanimously adopted.

SUPERINTENDENT'S REPORT – Thomas Hauser

Mr. Hauser reported that operations for the Plant were considered normal for the month of November. An alarm was experienced on Thanksgiving Day at the main pump station but it did not result in a sanitary sewer overflow. The problem involved pump control misinformation of a staff member which resulted in a pump station training review session held with the staff. One influent sampling event was missed during the month due to a sampler failure.

Precipitation: 5.8 inches

Average Daily Flow: 3.15 MGD

Peak Day Flow: 5.74 MG

Process performance was all within limits. Mr. Hauser reported that there was an inspection of the sanitary sewer installation work at the Pine Valley Project. Laterals at 160 Pennsylvania Avenue and 242 Holly Drive were televised. A sag in a 6 inch section on Holly Drive was put on a scheduled flush list. The line at 44 Hickory Lane was televised, roots were cut and the line was again opened. The Authority cleaned the storm sewer behind Scott's Garage.

Around the Plant, routine maintenance was performed as scheduled. Personnel worked on a bearing replacement job for the No. 1 aerator. Intake silencers were purchased and installed on the two (2) anoxic tank blower inlets, which made a "huge" difference in terms of sound volume.

Personnel assisted Thomas Controls in identifying circuit breakers for labeling. The polymer line came apart in the thickener building and was repaired. A problem was experienced by a new Motor Control Center where Aerator No. 2 faulted, the fault was reset, and the aerator was returned to normal operation. On the same MCC, the variable frequency drive for Aerator #5 faulted and did not reset; it was then shut down and tagged out. All motor controls in that MCC

that were not being used were turned off and the issue was reported to C&T. A call was sent in to Siemens, the manufacturer, but the Authority has not heard back from them yet.

There was a general discussion regarding the SCADA system and the motor control centers supplied by Siemens.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

Mr. Schmidt presented a grinder pump agreement for execution.

Following discussion, it was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to authorize the Executive Director to sign all maintenance agreements for grinder pumps on behalf of the Authority.

Mr. Schmidt presented a sewage capacity approval form for 122 Sellersville Road. It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve sewage capacity in the amount of 1 EDU for 122 Sellersville Road. The motion was unanimously adopted.

Mr. Schmidt briefly mentioned that the sewer use ordinances will be discussed at the next meeting.

ENGINEER'S REPORT – J.J. Kelso, CKS Engineers

Mr. Kelso discussed the meeting with Thomas Controls and its surety on December 15. The parties went over the outstanding punch list items. The meeting was moderated by Jeff Wallack of Wisler Pearlstine, LLP and the surety, CKS and Authority representatives attended. Discrepancies about what was expected to be performed by Thomas Controls and what was on the punch list were discussed extensively. Individual meetings took place afterwards to clarify the precise activity that Thomas Controls needed to complete. Some items were clarified, some were actually completed by Thomas Controls, and some coordination was undertaken with Keystone (consultant) to get items accomplished.

The Board recessed into Executive Session at approximately 4:40 p.m. to discuss potential litigation with the contractor. The Board returned to its regular session at approximately 4:47 p.m.

It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to approve Change Order No. 2 for Thomas Controls in the amount of \$15,867.54. The motion was unanimously adopted.

Mr. Kelso confirmed that approximately \$90,000 in retainage is still being held by the Authority.

Mr. Kelso next discussed pay estimate No. 17 from Thomas Controls.

Mr. Kelso presented Requisition No. 188 for Capital Improvements, which included pay estimate No. 17, as well as certain engineering and legal expenses, in the amount of \$64,877.23 and recommended approval.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Haun to approve Requisition No. 188 in the amount of \$64,877.23. The Motion was unanimously adopted.

Mr. Kelso next presented Requisition No. 145 for Capital Expenditures in the amount of \$440.00 for VFD drives. It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve Requisition No. 145 in the amount of \$440.00. The motion was unanimously adopted.

SOLICITOR'S REPORT – Joseph M. Bagley, Esquire

Mr. Bagley reviewed with the Board of proposed Resolution No. 2015-1 which fixes attorney's fees and other legal fees as well as interest to be collected by the Board in the event of delinquent accounts or other overdue charges.

It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Rissinger to adopt Resolution No. 2015-1 as presented to the Board. The motion was unanimously adopted.

Mr. Bagley reviewed the most recent decision of the Commonwealth Court (December 2014) on the TMDL refund issue. No further action was taken.

TREASURER'S REPORT – Gustave Haun

Mr. Haun presented the General Operating Expenses in the amount of \$204,516.00 and reviewed the previously-approved Capital Expenditures and Capital Improvements, as well as the payments on the loan (Fund 3) with the total expenditures for the month amounting to \$345,434.72. Mr. Haun recommended payment of the bills.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve the expenditures for the month in the amount of \$345,434.72. The motion was unanimously adopted.

Mr. Haun next presented Escrow Disbursements totaling \$2,724.90 and recommended payment.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve the Escrow Disbursements in the amount of \$2,724.90. The Motion was unanimously adopted.

OTHER BUSINESS

No other business was presented.

AGENDA FOR NEXT MEETING

Board members were reminded to bring their sewer use ordinances if they have questions.

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 4:56 p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor
and Recording Secretary