

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

September 22, 2015

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, September 22, 2015, in the Authority's meeting room.

Present: Joseph Bonner, Chairman; William Rissinger, Vice Chairman; Donald Cameron, Assistant Secretary; Gustave Haun, Treasurer and Timothy Hagey, Assistant Treasurer. Also present were John Schmidt, Executive Director; Joseph Nolan, P.E.; Thomas Hauser, Superintendent; Joseph Bagley, Solicitor and John Ramey, Auditor. William Evans, Secretary, was absent.

The Chairman called the meeting to order at 4:00 p.m.

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

There were no reports from officers presented.

COMMITTEE REPORTS

There were no Committee reports presented.

AUDITOR'S REPORT – John Ramey

Mr. Ramey of Bee, Bergvall & Co. made a presentation on the 2015 financial analysis following completion of the Financial Statement for the fiscal year ended May 31, 2015. Mr. Ramey highlighted the Authority's revenue, expenses and net income from the completed fiscal year from the Financial Statement. Mr. Ramey stated that no findings were made as part of the audit. The Auditor found good segregation of duties at the Authority. There were no recommendations to the Authority Board.

Mr. Hagey suggested that the Authority should cover depreciation and have a schedule to phase it in over time. Mr. Haun stated that he agreed. A consensus was reached that the issue would be discussed by the Finance Committee.

Mr. Ramey also stated that Bergvall & Co. performed a quality control audit of their firm and used the Authority as part of the quality control. No recommendations were made about changes for Bee Bergvall or the Authority as a result of the quality control audit.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve the Auditor's report as presented. The Motion was unanimously adopted.

A discussion ensued about various projects in the service area in the upcoming year.

SUPERINTENDENT’S REPORT – Thomas Hauser

Mr. Hauser represented a report on Treatment Plant operations for the month of August.

Precipitation: 2.97 inches

Average Daily Flow: 2.61 MGD

Peak Day Flow: 4.17 MG

Routine maintenance was performed as scheduled in the collection system. Personnel finished adjusting manholes on Butler Avenue. Temporary repair was made to the Vactor truck. The protruding lateral in Rocky Meadows was cut off using a tool at Boulder Drive and Chatham Court. This was the lateral that had previously caused a problem with other laterals.

In the plant, a broken shaft coupling was replaced on the No. 2 aerator. A tripping circuit breaker which was repaired by Thomas Controls was previously reported.

The Board asked a question about laterals and new PVC pipe.

EXECUTIVE DIRECTOR’S REPORT – John E. Schmidt

Mr. Schmidt presented the revised budget for 2015-2016. He pointed out an error on line 55 in the budget provided to the Board. He reviewed revenues, payments by BCWS&A, and adjustments in the budget such as the electrical bill. He reviewed various items regarding Fund 2, equipment additions and replacements, and Fund 3, capital infrastructure projects.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve the revised budget for 2015-2016. The Motion was unanimously adopted.

Mr. Schmidt reported that it was time to close the escrow account for Fountainville Center, Escrow Account No. 88. The project has been completed for some time.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Rissinger to close Escrow Account No. 88. The Motion was unanimously adopted.

Mr. Schmidt reported that the PMAA Region I dinner will be held at the former Bucks County Country Club on November 12, 2015.

Mr. Schmidt asked if there were any changes to the September 8 minutes. None were suggested.

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

Mr. Nolan reported that he had not heard any response from Thomas Controls.

Mr. Nolan reported that he has gone over two revisions of the Phase III plans and will give the most recently-revised plans to Mr. Schmidt next week. He reported that CKS is getting close to being able to go out to bid on Phase III. He indicated that the bidding could occur between the mid-to-the-third week of October.

SOLICITOR’S REPORT – Joseph Bagley, Esquire

Mr. Bagley discussed Mr. Logan’s correspondence to DEP with the Board.

OTHER BUSINESS

The Chairman stated that the next meeting would be on October 13.

ADJOURNMENT

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 4:35 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor
and Recording Secretary