

**CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY**

**BOARD MEETING MINUTES**

**January 12, 2016**

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, January 12, 2016, in the Authority's meeting room.

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

The 2015 Chairman called the meeting to order at approximately 4:00 p.m. It was announced that Mr. Rissinger had been re-appointed by Chalfont Borough for the 10th time.

**BOARD REORGANIZATION**

Mr. Bagley temporarily chaired the meeting. Mr. Bagley called for nominations for the office of Chairman. Mr. Rissinger nominated Mr. Bonner as Chairman. The nomination was seconded by Mr. Cameron. Mr. Bagley called for any other nominations. None were presented. By acclamation, Mr. Bonner was named Chairman for 2016.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Rissinger that all other officers be elected to the same positions they held in 2015. The Motion was approved 4-0 while Mr. Hagey was temporarily out of the room. Mr. Rissinger was seated as Vice Chairman, Mr. Haun as Treasurer, Mr. Evans as Secretary, Mr. Cameron as Assistant Secretary and Mr. Hagey as Assistant Treasurer.

Mr. Bonner assumed the chairmanship for the rest of the meeting.

Mr. Bonner announced that committee appointments would be deferred until the next meeting in case anyone had any comments or suggestions regarding committee appointments.

**APPOINTMENT OF PROFESSIONALS**

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to re-appoint the Authority professionals for 2016. The Motion was unanimously adopted.

**MEETING DATES AND TIMES**

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to set the meeting dates and times for 2016 as distributed to the Board. The Motion was unanimously adopted.

**FEE SCHEDULE**

**MOTION:** It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Haun to adopt the fee schedule dated January 12, 2016. The Motion was unanimously adopted.

**MINUTES**

**MOTION:** It was **MOVED** by Mr. Rissinger and **SECONDED** by Mr. Cameron to approve the minutes of the December 8, 2015 meeting. The Motion was adopted 4-0, with Mr. Hagey abstaining because he had not been in attendance.

### **REPORTS OF OFFICERS**

There were no reports of officers presented.

### **COMMITTEE REPORTS**

Mr. Hagey presented the report on behalf of the Personnel Committee. The Board moved into Executive Session at approximately 4:06 p.m. to discuss personnel issues.

The Board resumed its regular session at approximately 4:13 p.m.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Haun to approve the Personnel Committee recommendations with regard to compensation. The Motion was unanimously adopted.

### **EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt**

Mr. Schmidt read aloud a note received from the Cordell family regarding a donation made to the Borough's Cordell gazebo.

Mr. Schmidt informed the Board that new counsel for the Borough had been named.

Mr. Schmidt reported to the Board that a notice had been received from DEP about a meeting with DEP officials at the DEP office.

Mr. Schmidt reported that no word had been received back from Bucks County Water & Sewer Authority about the Phase III design packet nor the breakdown of costs owed.

Mr. Schmidt distributed a sheet to the Board regarding Board information and requested any changes to it.

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

CKS Engineers has completed the design for Phase III. General and electrical plans have been provided to the Authority. Mr. Nolan reported that he is waiting until the end of the month for comments from the Bucks County Water & Sewer Authority. He expects the Authority to go to bid in early February on the Phase III Project.

Mr. Nolan presented Requisition No. 157 for capital expenditures (\$0) and Requisition No. 200 for capital improvements in the amount of \$18,487.75 for Phase III design and legal work.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Haun to approve Requisition No. 200 for capital improvements in the amount of \$18,487.75. The Motion was unanimously adopted.

### **SOLICITOR'S REPORT – Joseph Bagley, Esquire**

Mr. Bagley presented proposed Resolution No. 2016-1 which fixes certain amounts for attorney's fees and other legal expenses and for interest for the collection of delinquent accounts and other charges by the Authority.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Rissinger to approve Requisition No. 2016-1. The Motion was unanimously adopted.

**TREASURER'S REPORT – Gustave Haun, Treasurer**

Mr. Haun reviewed the general operating expenses and the previously-approved capital improvements as well as interest payments of \$75,601.49 with the total expenditures for the month amounting to \$323,681.82. Mr. Haun recommended approval to pay the bills.

A few questions were asked with regard to specific invoices including Underground Storage Tank Indemnification Fund and Synagro.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Rissinger to approve payment of the total expenditures. The Motion was unanimously adopted.

Mr. Haun requested approval to make the escrow disbursements in the amount of \$1,150.08.

**MOTION:** It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to approve the escrow disbursements in the amount of \$1,150.08. The Motion was unanimously adopted.

**OTHER BUSINESS**

The Chairman called for additional items for the agenda for January 26. None were suggested.

**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 4:31 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor  
and Recording Secretary