

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

October 11, 2016

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, October 11, 2016, in the Authority's meeting room.

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

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

The Chairman reported on the current health status of Mr. Rissinger.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to excuse the Vice Chairman's absences in the Summer and Fall of 2016 through the date of today's meeting due to health issues. The Motion was unanimously adopted.

ADOPTION OF MINUTES

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve the minutes of the meetings of September 13 and September 27, 2016. The Motion was adopted 3 to 0, with Mr. Evans abstaining from the September 27 meeting vote due to his absence from the meeting.

REPORTS OF OFFICERS

No reports of officers were presented.

COMMITTEE REPORTS

No Committee reports were presented.

AUDITOR'S REPORT – John Ramey

Mr. Ramey presented the financial statements of the Authority for the year ended May 31. Mr. Ramey reviewed revenues, expenses, net income and increases in such items. Mr. Ramey referenced fees received from new development and increases in sewer rents. He reported on the receipt of only three operating payments from BCWSA during the past fiscal year which was a timing issue. There was a lengthy discussion regarding depreciation and a new item in the financial statement referencing a depreciation expense on assets reimbursed previously by BCWSA. Mr. Ramey explained that the Auditor has not changed the methodology regarding depreciation just the allocation of it. After he finished his report Mr. Ramey left the meeting.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

Mr. Schmidt presented a slightly revised 2016-2017 Budget. Mr. Schmidt highlighted the changes from the last version of the budget reviewed by the Board, including generator upgrades which will be undertaken in conjunction with the current building project, and a flow meter in the field which has to be replaced.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve the revised 2016-2017 Budget for the Authority as distributed to the Board. The Motion was unanimously adopted.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to approve the Auditor's report/Financial Statement for the fiscal year ended May 31, 2016. The Motion was unanimously adopted.

Mr. Schmidt report that Blue Cross quotes are in and he will be meeting with the insurance broker in the near future to discuss options.

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

Mr. Nolan gave an up-date on the construction project. A progress meeting was held with the two contractors last week. The office building renovations are getting closer to being completed. Mr. Nolan expects the handicapped ramps to be poured this week. The exterior of the back of the office building is completed. The interior is being worked on. The open bio-solids building construction is underway. The three digester covers have been removed and disposed of. The Electrical Contractor's work is proceeding. The Electrical Contractor has been coordinating with the General Contractor.

Mr. Nolan presented Requisition No. 166 for capital expenditures in the amount of to zero dollars.

Mr. Nolan next presented Requisition No. 209 for Capital Improvements in the amount of \$514,785.97 and he recommended approval. The Capital Improvements mainly consisted of the General Contractor and Electrical Contractor payments.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve Requisition No. 209 in the amount of \$514,785.97. The Motion was unanimously adopted.

SOLICITOR'S REPORT – Joseph Bagley, Esquire

Mr. Bagley had nothing to report.

TREASURER'S REPORT – Gustave Haun, Treasurer

Mr. Haun reviewed the general operating expenses of \$277,695.12 and with no Capital Expenditures this month, the total expenditures were the same amount. Mr. Haun next presented Capital Improvements previously approved of \$514,785.97 and loan payments of \$75,601.49 making the total expenditures for the month \$868,082.58 and he recommended payment of the bills.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to pay the total expenditures for the month of \$868,082.58. The Motion was unanimously adopted.

Mr. Haun next presented escrow disbursements in the amount of \$2,511.00 and he recommended payment of these escrow disbursements.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Evans to approve the escrow disbursements in the amount of \$2,511.00. The Motion was unanimously adopted.

ADJOURNMENT

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

The meeting was adjourned at approximately 4:34 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor
and Recording Secretary