

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

November 8, 2016

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, November 8, 2016, in the Authority's meeting room.

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

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

APPROVAL OF MINUTES

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to excuse Mr. Rissinger from the meeting due to his current health status. The Motion was unanimously adopted.

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

No reports of officers were presented.

COMMITTEE REPORTS

No Committee reports were presented.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

Mr. Schmidt reported that the health insurance for employees is up for renewal. The Authority received quotes and Mr. Schmidt discussed certain alternatives presented by the Authority's insurance broker Faye Elias. There were slight changes made to the health insurance plan. The deductible for the plan has been raised but with various alternatives offered by the broker, the same plan with different options may be selected by the Authority. The increased deductible is covered with a healthcare reimbursement account.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to approve the new alternative for the Blue Cross healthcare plan for employees consisting of a \$4000/\$8000 deductible with 50% co-pay. The Motion was unanimously adopted.

Mr. Schmidt reported that the Authority's bank loan closing is scheduled for Tuesday, November 15 at 10 a.m. The Chairman and Assistant Secretary are required to be available for execution of loan documents.

Mr. Schmidt announced receipt of correspondence from Wisler Pearlstine announcing an increase in rates effective January 1, 2017.

Mr. Schmidt requested approval of the Annual Engineer's Report presented at the prior meeting of the Authority Board.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve the Annual Engineer's Report for 2016. The Motion was unanimously adopted.

Mr. Schmidt presented Escrow Account No. 86 of Select Properties for closure. This is the Barclay Road Project which has been taken over by Toll.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to close Escrow Account No. 86. The Motion was unanimously adopted.

Mr. Schmidt reported that he had received documents from the Soccer Club regarding their application for an electrical permit for which more information was requested from the Club. A suggestion has been made to obtain a separate address for the soccer fields which would, presumably, aid the usage by GPS systems of people trying to locate the soccer fields.

Mr. Schmidt reported that a sign for the Authority is under construction. The blockwork was installed by Authority personnel. Mr. Schmidt distributed a schematic of the sign to the Board for review.

Mr. Schmidt reported that an Authority banquet will be scheduled for January and discussed possible locations.

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

Mr. Nolan reported that construction of Phase III of the Expansion and Upgrade Project is continuing. The contractors are progressing. Mr. Nolan is satisfied with the pace of construction. Mr. Nolan reviewed the list of change orders with some modifications at the last meeting of the Authority. Mr. Nolan reviewed that the Board had previously approved undertaking a change order for \$187,000 (approximately) for two (2) roofs. That roof work is proposed to take place with additional changes which would add stormwater controls and a handicap ramp but would also eliminate certain items from the project. Another additional item is painting the interior of the digester tanks. There was a discussion regarding the interior of the digester tanks.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to authorize the additional work, including the two (2) roofs, for the approximate amount of \$165,000. The Motion was unanimously adopted.

Mr. Nolan presented Requisition No. 167 for Capital Expenditures in the amount of \$33,179.02 and he recommended approval.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve Requisition No. 167 for Capital Expenditures in the amount of \$33,179.02. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 210 for Capital Improvements in the amount of \$399,864.68, including payments to the Contractors involved in Phase III, and he recommended approval.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Haun to approve Requisition No. 210 for Capital Improvements in the amount of \$399,864.68. The Motion was unanimously adopted.

There was a question regarding operation of the Plant in light of the 2016 Annual Engineer's Report. Mr. Nolan responded that the Plant is operating very well. Treatment effectiveness is operating very well.

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 for the month amounting to \$174,320.85, along with the previously-approved Capital Expenditures, making the total expenditures for the month \$207,499.87. He next reviewed Requisition No. 210 which was previously approved, along with the Loan Payments to Univest, in the amount of \$75,601.49, making total expenditures for the month \$682,966.04 and he recommended approval of the bills.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Evans to approve the total expenditures of \$682,966.04. The Motion was unanimously adopted.

Mr. Haun next presented escrow disbursements to CKS Engineers and the Authority totaling \$682.54 and he recommended approval.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Hagey to approve the escrow disbursements in the amount of \$682.54. The Motion was unanimously adopted.

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 4:40 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor
and Recording Secretary