

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

**BOARD MEETING MINUTES**

**December 13, 2016**

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, December 13, 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: Thomas Hauser, Superintendent; Joseph Bagley, Solicitor; John Schmidt, Executive Director; and Joseph Nolan, Authority Engineer. Timothy Hagey, Assistant Treasurer and William Rissinger, Vice Chairman, were absent.

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

**APPROVAL OF MINUTES**

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve the minutes of the meetings of November 8 and November 22, 2016 as distributed to the Board. The Motion was unanimously adopted.

**REPORTS OF OFFICERS**

No reports of officers were presented.

**COMMITTEE REPORTS**

The Personnel Committee is trying to schedule a meeting prior to January 10.

**SUPERINTENDENT'S REPORT – Thomas Hauser**

Mr. Hauser reported plant operations for the past month were normal.

Precipitation: 4.56 inches

Average Daily Flow: 2.47 MGD

Peak Day Flow: 6.82 MG

Mr. Hauser reported that process performance performed well during the month of November. The UV System performed well. Routine maintenance was performed as scheduled. Personnel replaced an aerator coupling. A new Grit pump in the Grit and Grease Removal Tank was installed. Mr. Hauser reported that a bad UPS unit in the DAFT SCADA System was replaced. An aerator which was showing up bad had a VFD issue and was reset. Mr. Hauser reported that he and Mr. Schmidt prepared a program for the pole lights and re-programmed all of the lights using the lift from the electrical contractor. The laboratory dishwasher was repaired and a brief power outage occurred on November 20 without undue incident.

In the collection system, inspections were performed at Julius Farm. Personnel winterized the odor control systems at the pump stations. A new MAG meter was installed at the Fountainville meter.

There was a question from the Board about the startup of the carwash on Butler Avenue. There was a brief discussion regarding the startup of the carwash.

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

Mr. Schmidt reported on preparation for the periodic destruction of records by the Authority.

**MOTION:** It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to approve Resolution No. 2016-3 regarding the destruction of records. The Motion was unanimously adopted.

Mr. Schmidt reported on the distribution to the Board of the six-month budget's figures. Mr. Schmidt discussed the receipt of revenues thus far in the fiscal year, miscellaneous revenue received, plant wages and other items. There was an extensive discussion regarding the PECO Demand Response Program lapsing. Additional potential costs to satisfy EPA Regulations to continue the program were discussed and not acted upon.

Mr. Schmidt discussed the loan transaction reflected in Fund 3 and other items. Various questions were asked about issues on the budget.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to close Escrow Account No. 112 related to Lot 20-2 in the New Britain Business Park. The Motion was unanimously adopted.

Mr. Schmidt reported that there was a discussion at the last meeting regarding the advisability of canceling the December 27 meeting.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Haun to cancel the December 27 public meeting. The Motion was unanimously adopted.

Mr. Schmidt presented a sewage capacity approval form (revised) for 58 EDUs for Chalfont View. Mr. Schmidt referred to this as the old swim club and greenhouse.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve 58 EDUs for Chalfont View (sewage capacity approval form). The Motion was unanimously adopted.

Mr. Schmidt reported that the Authority banquet will take place on Thursday, January 12 and that invitations have been distributed.

There was a discussion regarding a potential motion to excuse Mr. Rissinger for his absence.

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

Mr. Nolan reported on the progress of the Phase III Project. Reinforcing steel has been installed for the biosolids storage building. Floors will be poured soon. There was a progress meeting last Thursday. Mr. Nolan reported that a couple of glitches arose but they have been worked out.

Mr. Nolan presented Requisition No. 168 for Capital Expenditures in the amount of \$4,983.86 for lab equipment and he recommended approval.

**MOTION:** It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to approve Requisition No. 168 for Capital Expenditures in the amount of \$4,983.86. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 211 for Capital Improvements in the amount of \$267,058.55, all related to Phase III of the Expansion and Upgrade Project, and he recommended approval.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve Requisition No. 211 for Capital Improvements in the amount of \$267,058.55. The Motion was unanimously adopted.

There was a brief discussion about the spectrophotometer which was purchased under Capital Expenditures.

There was a discussion regarding lab testing for fecal coliform and quality control.

There was a discussion regarding nitrates being sent out for lab testing.

**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, the previously-approved Requisition No. 168 and Requisition No. 211, as well as the Loan Fund in the amount of \$73,304.25 bringing the total expenditures for the month to \$590,630.64 and he recommended approval of the bills.

**MOTION:** It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to approve the total expenditures of \$590,630.64. The Motion was unanimously adopted.

Mr. Haun next presented escrow disbursements in the amount of \$7,538.85 and recommended disbursement.

**MOTION:** It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to pay the escrow disbursements in the amount of \$7,538.85. The Motion was unanimously adopted.

The Chairman requested any other business to be brought up on the January 10 agenda. Mr. Evans responded that there will be a Personnel Committee report on January 10.

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

The meeting was adjourned at approximately 4:48 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor  
and Recording Secretary