

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY BOARD
MEETING MINUTES

April 11, 2017

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, April 11, 2017, in the Authority's meeting room.

Present: Joseph Bonner, Chairman; Donald Cameron, Vice Chairman; William Evans, Secretary; Timothy Hagey, Assistant Secretary/Assistant Treasurer; and Lawrence Nuesch, Member. Mr. Haun arrived while the meeting was in session.

Also present were Joseph Nolan, Authority Engineer; Thomas Hauser, Superintendent; John E. Schmidt, Executive Director; and Joseph Bagley, Solicitor.

Also in attendance were Marilyn Jacobson and John Engel of Chalfont Borough Council.

The Chairman opened the meeting at 4:00 p.m.

Mr. Nuesch, recently appointed by Chalfont Borough Council, was introduced to the Board.

MINUTES

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve the minutes of the meeting of March 16 and March 28. The Motion was approved 4 to 0 with Mr. Nuesch abstaining because he had not been on the Board at the time of such meetings.

REPORTS OF OFFICERS

No reports were offered.

COMMITTEE REPORTS

No Committee reports were presented.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

Mr. Schmidt requested a Motion to approve the preliminary expense budget which had been presented at the last Board meeting.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to approve the Preliminary Expense Budget for 2017-18. The Motion was unanimously adopted.

Mr. Schmidt distributed new Board Member information to the Board which information reflects the current Board composition.

Mr. Schmidt distributed PMAA's Municipal Authorities Act booklets to the Board members.

Mr. Schmidt reported that at the next meeting of the Board the Solicitor will present Ethics Code training and will discuss the annual disclosure forms.

Mr. Haun entered the meeting at this point.

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

Mr. Nolan presented an update on the Phase III project. The general contractor is working on inside piping on the digester building. A modification of the generator room had to be installed in the form of a roll-up door which will automatically activate when the generator kicks on. Mr. Nolan expects the new door to the office building to be installed by the next Board meeting.

The electrical contractor is wiring up lights and control panels at various sites at the facility. Mr. Nolan reported on great coordination between the contractors.

Mr. Nolan presented Requisition No. 172 for Capital Expenditures in the amount of \$32,643.48 consisting of generator control upgrades which have been installed.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Haun to approve Requisition No. 172 for Capital Expenditures in the amount of \$32,643.48. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 215 for Capital Improvements in the amount of \$620,360.48 all of which is related to the Phase III upgrade project.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to approve Requisition No. 215 for Capital Improvements in the amount of \$620,360.48. The Motion was unanimously adopted.

Mr. Nolan reported that upon payment of the contractor estimates today, the General Contractor has been paid 76% of the bid amount under the general contract. The electrical contractor has been paid 69% of the bid amount under the electrical contract.

In response to a question, Mr. Nolan reported that the SCADA system will connect all new equipment to it. While not part of the current improvements, it would be possible to connect the gate to the SCADA system.

SOLICITOR'S REPORT – Joseph Bagley, Esquire

Mr. Bagley reported that he will provide a presentation on the Ethics Code and addressing the ethics form at the next Board Meeting. Mr. Bagley also discussed planned coordination between New Britain Township and the Authority with regard to a proposed Sewer Use Ordinance.

TREASURER'S REPORT – Gustave Haun, Treasurer

Mr. Haun reported that the general operating expenses for the month were \$272,883.14 and that along with the previously approved Capital Expenditures and the Capital Improvements totaled \$620,360.48 along with Loan payment (Fund 3) of \$73,304.25 making the total expenditures for the month \$999,191.35. Mr. Haun recommended payment of the bills.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Evans to approve the total expenditures for the month of \$999,191.35. Mr. Evans inquired as to the entry on the bill list for "Bearings & Drive Solutions". Mr. Hauser explained that the expense was for split couplings for the aerator in the oxidation ditch.

The Motion was unanimously adopted.

Mr. Haun next presented escrow disbursement amounts totaling \$7,349.73.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Hagey to approve the escrow disbursements in the amount of \$7,349.73. The Motion was unanimously adopted.

The Chairman called for items for the April 25 Board meeting. The Ethics Code discussion will take place.

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

The meeting was adjourned at approximately 4.22 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor
and Recording Secretary