

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY
BOARD MEETING MINUTES

March 13, 2018

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, March 13, 2018, in the Authority's meeting room.

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

The Chairman called the meeting to order at 5:00 p.m.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to approve the minutes of the meetings of February 13 and February 27, 2018 as distributed to the Board. 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 presented the 9-month revenue and expense report, compared to budget (June thru February), as well as a proposed preliminary budget for 2018-2019. Mr. Schmidt reported on entries for miscellaneous income, sewer rental, grit/screening/sludge disposal, and plant wages. Mr. Schmidt discussed the net cash from the Operating Fund for 2017-2018 (Line 74). He discussed the estimate for the 9-month budget for net cash from the Operating Fund being approximately the same. He further reported on the budget for Fund Nos. Two and Three. Mr. Schmidt discussed equipment needs.

A question was asked about the performance of the generator during a recent power outage. Mr. Hauser reported on the operation of the generator and the need to call in Caterpillar for a minor repair.

Mr. Schmidt summarized the budget proposal as being taken up at the next meeting for approval of the expense budget in order to notify Bucks County Water and Sewer Authority.

Mr. Schmidt next reported that an electrician has been interviewed including participation in the interview by Mr. Evans. A consensus of the Board was reached to make an offer of employment. There will be a probationary period as a matter of course.

The Board asked a question about the initial rate of the operator in regards to certification. Mr. Schmidt responded that the employee will be hired at a non-operator rate initially. The Board discussed the basics of the offer.

Mr. Schmidt next reported that the financial interest forms had been distributed and should be completed and returned to the Authority by May.

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

Mr. Nolan reported that work on Phase III is winding down. The Electrical Contractor is finishing up work on things that could not be done until the General Contractor was out of the way. There will be grading and seeding taking place throughout the Project. The General Contractor is repairing a clarifier in regards to broken flights for which they are taking responsibility. The Electrical Contractor presented a Change Order for work associated with the fire.

Mr. Nolan presented a Change Order from the Electrical Contractor for work related to the fire in the amount of \$70,799.00.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve the Change Order in the amount of \$70,799.00. The Motion was unanimously adopted.

There was a brief explanation regarding the General Contractor's work being done by way of an estimate whereas the electrical work could only be undertaken and evaluated after it was uncovered by the General Contractor's work.

Mr. Nolan presented Requisition No. 183 for Capital Expenditures for computer equipment in the amount of \$359.12 and he recommended approval.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to approve Requisition No. 183 for Capital Expenditures in the amount of \$359.12. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 226 for Capital Improvements in the amount of \$104,003.26, all related to the Phase III Project.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Hagey to approve Requisition No. 226 for Capital Improvements in the amount of \$104,003.26. The Motion was unanimously adopted.

Mr. Nolan next presented a report on the Wastewater Pumping Stations. In particular, Mr. Nolan assessed two (2) specific pumping stations, #2 and #4. Each of those pumping stations was built by a developer in the 1970's and each consists of a concrete vault with electrical connections. Pump Stations #1, #3 and #5 were constructed similarly but were eliminated by gravity sewers eventually. Pump Stations #2 and #4 lack backup power, lighting, storage, auxiliary electric and odor control which each of the recently-built Authority pumping stations have. The location of each pumping station makes them difficult to rebuild and upgrade in place.

Pump Station #4 includes flows pumped from Pump Station #2. Pump Station #4 has the least amount of available flow capacity. The issue of the capacity of the pump stations came up recently when a particular subdivision was proposed in the Township and was requested to be connected to public sewer.

A consensus of the Board was reached that a Facilities Committee meeting should take place when the weather improves to inspect Pump Stations #2 and #4. A consensus of the Board was also reached that there is currently no capacity in Pump Station #4 for a potential 12-lot subdivision.

SOLICITOR’S REPORT – Joseph Bagley, Esquire

Mr. Bagley reported on his communications with the New Britain Township Solicitor in regards to lateral insurance programs.

TREASURER’S REPORT – Gustave Haun, Treasurer

Mr. Haun presented the general operating expenses for the month of \$271,852.54, with Capital Expenditures of \$359.12 being previously approved, making the total operating expenses for the month \$272,211.66.

Mr. Haun next reviewed the previously-approved Capital Improvements in the amount of \$104,003.26, along with payments towards the Loan of \$73,304.25 resulting in total expenditures for the month of \$449,519.17.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve the total expenditures for the month of \$449,519.17. The Motion was unanimously adopted.

Mr. Haun next presented escrow disbursements in the amount of \$445.90.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to approve the escrow disbursements for the month of \$445.90. The Motion was unanimously adopted.

The Board asked a question regarding road crew repair of damages following winter storms. Particular manholes were pointed out to Mr. Schmidt for inspection, including one in particular on County Line Road.

The Chairman called for any agenda items for the March 27 meeting. A discussion regarding a possible contribution to the fire companies will be placed on the March 27 agenda. Mr. Evans agreed to try to get a report of the fire from last May.

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 6:02 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor
and Recording Secretary