

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

June 12, 2018

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, June 12, 2018, in the Authority's meeting room.

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

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

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve the minutes of the meetings of May 8 and May 22, 2018. 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 Development Agreement for Prestige Properties for one single-family dwelling on New Galena Road. The Developer's Agreement is necessitated by the excavation of a Township road and State road to extend the sewer line.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to approve the Developer's Agreement for Prestige Properties. The Motion was unanimously adopted.

Mr. Schmidt next presented the request for scheduling a September 2019 meeting of the Eastern Pennsylvania Water Pollution Control Officers Association at the Authority. Mr. Schmidt reported that there is a short contract to sign. The Authority previously hosted the meeting in 2005. 2019 appears to be the likely time to hold such an event. Most of the operators in the Authority belong to the Association. Mr. Schmidt has been President of the Association. The Association pays the costs regarding the meeting. Mr. Schmidt advised that it provides an opportunity for the plant to be cleaned up for the meeting. Vendors are present and get to demonstrate their wares. If because of a disastrous event such as a hurricane, the Authority is not able to permit the event to proceed, the Authority is not responsible for the costs of the event.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Bonner to support the scheduling of the EPWPCOA meeting in September 2019. The Motion was unanimously adopted.

Mr. Schmidt next presented closing of Escrow No. 128 for 77 West Peace Valley Road. This is also a single-family dwelling involving the excavation of a Township road and the project is finished up.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to close Escrow No. 128. The Motion was unanimously adopted.

Mr. Schmidt next presented the Preliminary Fiscal Year Ending Budget Report. Board members will be provided with an email version. Mr. Schmidt reviewed line 12 miscellaneous income, expense items involving materials and supply and sludge disposal as well as engineering expenses and a reduction of natural gas. Mr. Schmidt highlighted net cash from the Operating Fund of almost \$1,000,000.00 and the plant expansion projects in Fund 3. Mr. Schmidt also reviewed the remaining amount to be paid under the Phase III contract and the total amount paid out under Phase III of about \$2,000,000.00.

There were no questions from the Board.

Mr. Schmidt distributed pay sheets to the Board. He also stated that if a Board member is not present for a meeting, that meeting's packet of papers, along with any other mail received, will be placed in the mailboxes on the book shelf in the Meeting Room for at least one additional meeting. There was discussion about the relocation of the mailboxes from the Office to the Meeting Room.

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

Mr. Nolan reported that the Phase III Project is now in the punchlist part of the Project. The original punchlist was distributed in April and it was revised June 8. CKS is working with the contractors to finish up the items on the punchlist. There is retainage left to be paid and the retainage has been reduced as it gets near the end of the Project. LB, the contractor, has hired a subcontractor landscaper, LandTech, to do the restoration work. LandTech was in Monday to restore damaged areas. LandTech has brought in topsoil, is raking and hydro seeding.

Mr. Nolan next presented Requisition No. 229 for Capital Improvements in the amount of \$69,684.80 which is all Phase III work.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve Requisition No. 229 in the amount of \$69,684.80. The Motion was unanimously adopted.

Mr. Nolan next reported that he had met with Mr. Schmidt on the Pump Station No. 4 redesign proposal. Mr. Nolan presented the preliminary feasibility study to Mr. Schmidt. Pump Station No. 4 is the pump station located on Walden Way behind a house and is located in a detention basin. Mr. Nolan indicated that he would present the feasibility study at the next Board meeting and that it is feasible to have Pump Station No. 4 relocated.

SOLICITOR'S REPORT – Joseph Bagley, Esquire

Mr. Bagley had nothing to report.

TREASURER'S REPORT – Gustave Haun, Treasurer

Mr. Haun had questions regarding newspaper advertising costs and an entry for a check which turned out to be the refund of an escrow.

Mr. Haun reviewed the General Operating Expenses of \$225,360.18, along with the Capital Improvements of Requisition No. 229 previously approved in the amount of \$69,684.80, followed by a refund of an EDU to MTG 1, LLC and loan payments of \$73,304.25 making the total expenditures for the month \$370,689.41 and he moved for approval.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve the total expenditures of \$370,689.41. The Motion was unanimously adopted.

Mr. Haun next presented escrow disbursements in the amount of \$6,325.70 and he moved for approval.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve the escrow disbursements in the amount of \$6,325.70. The Motion was unanimously adopted.

Mr. Haun inquired about the alleged broken sewer line and the claim by a property owner. Mr. Schmidt updated the Board that the break out of expenses forwarded by the property owner did not indicate the separate amount of the hot water heater on the original invoice and the homeowner advised that they are getting proof of non-coverage by their insurer.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to pay the Chalfont and Doylestown Volunteer Fire Companies a \$1,000.00 donation for responding to the dryer fire and a \$500.00 donation to other responding fire companies. There was a discussion regarding the Motion. The Motion was unanimously adopted.

The Chairman called for items for the June 26 meeting. None were offered.

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 5:30 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor
and Recording Secretary