

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

April 10, 2012

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, April 10, 2012, in the Authority's meeting room.

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

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

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Haun to approve the minutes of the meetings of March 13 and March 27, 2012. Mr. Evans requested a change to the meeting minutes of March 27 to correct the attribution of a comment from Mr. Evans to Mr. Rissinger. With the March 27 minutes so revised, the Motion was unanimously adopted.

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

There were no reports from officers.

COMMITTEE REPORTS

Mr. Evans inquired about the scheduling of a meeting for the Personnel Committee. A meeting of the Personnel Committee was scheduled for Thursday, April 19 at 4:00 p.m.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

Mr. Schmidt presented the fuel oil bids through the Bucks County Consortium. There was a brief discussion regarding a post-bid opening clarification by Mansfield Oil Company.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to award the bid for No. 2 heating oil (for 6,000 gallons or greater) at \$0.0699 per gallon (delivery charge) to Superior Plus Energy Services. The Motion was unanimously adopted.

Mr. Schmidt discussed the Consent Assessment of Civil Penalty received from DEP under cover of letter dated March 23, 2012. There was a brief discussion regarding the Consent Assessment of Civil Penalty and the storms from August and September 2011.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Hagey to authorize execution and payment of the Consent Assessment of Civil Penalty of \$2,800. The Motion was unanimously adopted.

Mr. Schmidt reminded the New Britain Township members of a scheduled meeting with the Township Supervisors on Monday, April 16 at 9:00 a.m. Mr. Schmidt reported that

the topics will likely include a general discussion of the activities of the Authority and plant expansion.

The Board viewed the Insituform video of the Tower Hill sewer line slip lining from March 21, 2012 for approximately 15 minutes.

Mr. Schmidt reminded the Board members of “last call” for a PMAA dinner scheduled for Thursday, April 26, 2012.

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

Mr. Nolan made a presentation with handouts and a PowerPoint on the Phase II Expansion and Upgrade Project. Mr. Nolan indicated that 95% of the submission is complete for the general design, as well as the electrical design.

The Summary of the Scope of Work for the Phase II Expansion and Upgrade Project dated April 4, 2012, Reference #9183, prepared by CKS Engineers is incorporated by reference herein. Mr. Nolan’s presentation followed the Summary. Certain questions were asked during the presentation. Mr. Nolan proceeded to describe the work and equipment proposed for the Project. In response to a question, Mr. Nolan stated that by modifying the treatment tanks instead of having to build new ones, the Authority is saving hundreds of thousands of dollars. There was a discussion regarding the proposed new SCADA system which stands for Supervisory Control And Data Acquisition. The SCADA system is proposed to cost approximately \$500,000 and will enable remote and comprehensive electronic operation of the system.

Mr. Nolan also reviewed the permits needed for the project. A DRBC hearing is scheduled for July 2012 and Mr. Nolan is not expecting any local permitting needs but is in contact with Doylestown Township to confirm that. The preliminary cost estimate for the Project is \$5,200,000 and the engineering design to date is 6.7% of that cost or approximately \$350,000. Mr. Nolan estimates that construction management and inspection fees will total approximately 6-7% of the Project cost.

In response to a question from Mr. Rissinger regarding whether Mr. Nolan foresees the treatment process being affected, Mr. Nolan responded that he did not see that it would be affected to any great extent. Mr. Nolan indicated that even if unexpected conditions arose, they would only result in short delays of the overall project schedule. Mr. Nolan noted that everything in the design was required to be customized because most of the process already exists and that it would be “easier to design a new system in a field”. CKS will be providing a recommended sequence of construction to the successful bidder.

In response to a question from Mr. Hagey about the additional expansion capacity of 625,000 gallons, Mr. Nolan stated that that amount came from the Act 537 Plan and from the stated needs of the Authority and of Bucks County Water and Sewer Authority.

In response to a question from Mr. Evans regarding the difficulty of design and construction of Phase II, if it should go longer than 18 months and an alternate plan if such were to occur, Mr. Nolan indicated that the Authority could request a revision to its Connection Management Plan before the plant expansion is completed but after the award of a contract.

Mr. Nolan presented Requisition No. 112 for Capital Expenditures in the amount of \$20,941.04 representing payments of engineering and construction fees for the silo rehabilitation, the natural gas project and the gas service line to the dryer building, as well as equipment purchase and repair. Mr. Nolan recommended approval.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve Requisition No. 112 for Capital Expenditures in the amount of \$20,941.04. The Motion was unanimously adopted.

Mr. Nolan further presented Requisition No. 155 for Capital Improvements in the amount of \$46,152.91 representing payments for Phase II design work, and engineering work related to the UV System and the West Branch Interceptor Project, as well as design work by Keystone Engineering and a permit fee to the DRBC. Mr. Nolan recommended approval.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Rissinger to approve Requisition No. 155 for Capital Improvements in the amount of \$46,152.91. The Motion was unanimously adopted.

SOLICITOR'S REPORT – Joseph M. Bagley, Esquire

Mr. Bagley reviewed with the Board the recent letter received from the Solicitor for the Bucks County Water and Sewer Authority in regards to the draft Operating Agreement. Mr. Bagley summarized the negotiation of the Agreement and informed the Board of an upcoming staff meeting to review the correspondence from BCW&SA. Mr. Bagley indicated that the staff would be responding to BCW&SA.

Mr. Bagley further reported on the status of surveying in the vicinity of Pump Station No. 6 and the final drafting of an Easement Agreement to be delivered to Mr. and Mrs. Lemek for their review.

TREASURER'S REPORT – Gustave Haun, Treasurer

Mr. Haun reviewed the General Operating expenses and the previously-approved Capital Expenditures as well as the previously-approved Capital Improvements, and the Loan Fund with total expenditures amounting to \$329,675.90. Mr. Haun recommended approval of the expenditures.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve the total expenditures for the month amounting to \$329,675.90. The Motion was unanimously adopted.

Mr. Haun reviewed the escrow disbursements including payments of legal and engineering fees and disbursement of an escrow to 220 Garfield Partners for the Oak Avenue / Chalfont Mills building.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve the escrow disbursements totaling \$5,033.86. The Motion was unanimously adopted.

OTHER BUSINESS – Agenda for the next meeting

Mr. Bagley indicated that he will not be in attendance at the next meeting. Andy Freimuth from Wisler Pearlstine will be in attendance and will take the minutes.

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

The meeting was adjourned at approximately 5:32 p.m.

Respectfully submitted,

Approved by the Board with no changes 5-8-12

Joseph M. Bagley, Solicitor