

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

August 14, 2012

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, August 14, 2012, in the Authority's meeting room.

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

The Chairman called the meeting to order at 7:30 p.m.

ADOPTION OF MINUTES

MOTION: It was **MOVED** by Mr. Rissinger and **SECONDED** by Mr. Evans to approve the minutes of the meeting of July 10, 2012, as distributed to the Board. The Motion was adopted 4-0. Mr. Cameron abstained due to his absence from that meeting.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Rissinger to approve the minutes of the meeting of July 24, 2012, as distributed to the Board. 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

There were no Committee reports presented.

SUPERINTENDENT'S REPORT

Mr. Hauser reported that treatment plant operations were normal for the month of July. Influent flows were consistently low during the month.

Precipitation: 3.22 inches

Average daily flow: 2.45 MGD

Peak day flow: 3.23 MG

Process performance was in proper parameters and the new UV System was functioning well, particularly due to the fact that the system is relatively easy to maintain.

Mr. Hauser reported that routine maintenance around the plant was performed. Repairs were completed to the No. 1 aerator drive. Drive wheels were replaced on the Grit & Grease traveling bridge. Mr. Hauser indicated that there is a need to order more wheels as they deteriorate over time due to age and weather. It has been five years since the Authority last ordered replacement wheels. The soft-starter in the No. 2 aerator was replaced after it failed during a storm. Blockages were cleared in the RAS pumps and staff began moving stored materials around the plant in preparation for the Phase II project. In response to a question from Mr. Rissinger, Mr. Hauser explained that the Authority's summer employees moved materials that had been stored in certain locations around the plant to other locations which will not be immediately impacted by the Phase II project. Mr. Hauser reported that there is currently no shortage of storage space at the plant.

In the collection system, pump station maintenance was performed as scheduled. The thermal overloads at the starter for Pump Station No. 6 were replaced. A problem with a lateral at 151 Pennsylvania Avenue was reported. The lateral was televised and no problems were discovered. A

lateral at 155 Pennsylvania Avenue was treated for root growth. Conduit and water line installation was completed at Pump Station No. 4. The wire has been ordered but staff is waiting for it to arrive. Equipment was serviced throughout the collection system. Meters were read and PA-1 Calls were marked.

Mr. Evans asked if there had been any follow up on the installation of additional leaf springs on the rear suspension of the camera truck. Mr. Hauser said that he would continue to follow up.

EXECUTIVE DIRECTOR'S REPORT – John Schmidt

Mr. Schmidt reported that he had emailed a link to the new website to the Board. Some improvements to the new website have been made since the email. Mr. Schmidt indicated that he is looking for feedback on the website in advance of the next meeting. There was general discussion regarding the toilet handle image on the new website. Mr. Evans indicated that Mr. Schmidt has done a great job creating the website. Mr. Schmidt indicated that he would like to go live with the site whenever the Board is ready. Mr. Evans indicated that he read the content of the site and thought that it was ready to go. Mr. Evans noted that corrections can always be made along the way. Mr. Cameron indicated that he also reviewed the website and thought that it looked good. He noted the various links on the website. There was general discussion regarding the contents of the website. Mr. Schmidt indicated that the website would go live in the next couple weeks. Mr. Cameron asked how the public would be informed of the website. Mr. Schmidt indicated that notice of the site would be on the Authority's bills. Mr. Evans suggested that notice be sent to the Townships with a request that the link be placed on the Townships' websites.

Mr. Schmidt introduced Resolution No. 2012-4, which is a resolution authorizing the destruction of certain records in accordance with the Municipal Record Manual approved by the Local Government Record Committee on July 16, 1993. Mr. Schmidt indicated that Resolution No. 2012-4 is routine in nature and the Board has not adopted such a resolution since 2008. There was a general discussion about how the Authority destroys records.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to adopt Resolution No. 2012-4 authorizing the destruction of certain records, as set forth in the Municipal Record Manual approved on July 16, 1993. The Motion was unanimously adopted.

Mr. Schmidt informed the Board of recent negotiations with Mr. and Mrs. Lemek of 17 Marshall Circle with regard to amending the existing sanitary sewer easement on the Lemek's property for the Authority to access Pump Station No. 6. A general discussion ensued regarding the history of the easement and the concerns of the Lemeks and the Authority. Mr. Schmidt informed the Board that the Lemeks' new attorney had contacted Mr. Bagley regarding the proposed amendment. Mr. Schmidt and the Board expressed concerns with the growing professional costs associated with negotiations with the Lemeks.

There was general discussion about Mr. Bagley's August 3, 2012 letter to Jeffrey P. Garton, Esquire regarding the Operating Agreement with Bucks County Water and Sewer Authority.

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

Mr. Nolan reported that bids for General Construction contract and the Electrical Construction contract for the Phase II project were opened on July 31, 2012. Sixteen bids were received for the General Construction contract. Four bids were received for the Electrical Construction contract. Mr. Nolan reviewed the bids and sent an August 9, 2012 letter to the Authority recommending an award of both the General Construction contract and the Electrical Construction contract.

The low bid for the General Construction contract was submitted by C&T Associates, Inc. of Souderton, Pennsylvania in the amount of \$3,777,100. Mr. Nolan noted that C&T did the Phase I

project and has a good working relationship with the Authority. Mr. Nolan recommended award of the General Construction contract to C&T Associates.

The low bid for the Electrical Construction contract was submitted by Thomas Controls, Inc. of East Brunswick, New Jersey in the amount of \$1,650,000. Mr. Nolan indicated that there was initial concern over the bid from Thomas Controls due to the differential between its bid and the next lowest bidder. Correspondence was exchanged between Mr. Nolan and Thomas Controls dated August 3, 2012 and August 9, 2012 concerning the bid and the bid specifications. Mr. Nolan informed the Board that he investigated the qualifications and experience of Thomas Controls and contacted other engineers that had worked on jobs with Thomas Controls. Based on the findings, Mr. Nolan recommended award of the Electrical Construction contract to Thomas Controls.

Mr. Nolan noted that the total bid amount for the Phase II project was \$5,427,100, which is below the amount he anticipated. The Board was also informed that the construction permit from the Pennsylvania Department of Environmental Protection for the Phase II project was received on August 6, 2012.

There was general discussion regarding compliance by the contractors with applicable law. Mr. Evans expressed his concern about the bid of Thomas Controls. General discussion ensued concerning the nature of the bid and its award.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to award Contract No. 12-1A for General Construction to C&T Associates, Inc. for \$3,777,100. The Motion was unanimously adopted.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to award Contract No. 12-1B for Electrical Construction to Thomas Controls, Inc. for \$1,650,000. The Motion was unanimously adopted.

Mr. Nolan presented Requisition No. 116 for Capital Expenditures in the amount of \$4,962.49 including a variety of items such as the repairs referenced earlier in the meeting. Mr. Nolan recommended approval. Mr. Evans asked whether the County Electric bill included the wire for the Pump Station No. 4 repair discussed earlier in the meeting. A review of the bills confirmed that the cost of the wire had not been included.

MOTION: It was **MOVED** by Mr. Rissinger and **SECONDED** by Mr. Evans to approve Requisition No. 116 for Capital Expenditures in the amount of \$4,962.49. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 159 for Capital Improvements in the amount of \$16,319.00 and he recommended approval.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Rissinger to approve Requisition No. 159 for Capital Improvements in the amount of \$16,319.00. The Motion was unanimously adopted.

SOLICITOR'S REPORT – Andrew Freimuth, Esquire

There was no Solicitor's Report.

TREASURER'S REPORT – Timothy Hagey, Assistant Treasurer

Mr. Hagey reviewed the General Operating Expenses, the Capital Expenditures, the Capital Improvements previously approved and the Capital Improvements associated with a loan also known as Fund 3 in the amount of \$23,144.96 resulting in total expenditures for the month of \$274,984.68. Mr. Hagey recommended approval to pay the bills. Mr. Evans asked about the Master Card payment. Mr. Schmidt noted that he believed it was related to expenses for the Pennsylvania Municipal Authority Association.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to approve payment of the total expenditures for the month amounting to \$274,984.68. The Motion was unanimously adopted.

Mr. Hagey next presented the escrow disbursements for the month totaling \$7,056.67 and he recommended disbursement of the funds.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Rissinger to approve the escrow disbursements for the month amounting to \$7,056.67. The Motion was unanimously adopted.

OTHER BUSINESS

The Chairman called for agenda items for the September 11 meeting. None were suggested.

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

The meeting was adjourned at approximately 8:20 p.m.

Respectfully submitted,

Andrew R. Freimuth, Solicitor

William T. Evans, Secretary