

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

March 26, 2013

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, March 26, 2013, in the Authority's meeting room.

Present: Joseph Bonner, Chairman; William Rissinger, Vice Chairman; Gustave Haun, Treasurer; Timothy Hagey, Assistant Treasurer; Donald Cameron, Assistant Secretary; and William Evans, 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 7:30 p.m.

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

There were no reports from officers.

COMMITTEE REPORTS

On behalf of the Personnel Committee, Mr. Evans announced that a Personnel Committee meeting would take place the week of April 15.

SUPERINTENDENT'S REPORT – Thomas Hauser

Mr. Hauser reported that there were problems with the sludge processing end of the plant. One centrifuge kept tripping out and it was ultimately discovered to be a loose wire in the starter. The starter was repaired.

Precipitation: 2.2 inches
Average daily flow: 4.52 MGD
Peak day flow: 7.1 MG

Mr. Hauser reviewed the process performance for the month. All parameters were within limitations.

Mr. Hauser reviewed work performed in and around the plant during the past month including, re-routing utility water service for contractor excavation in connection with the Expansion and Upgrade Project, time spent with the electrical contractor on the main pump station work and assisting both contractors in the location and identification of underground utilities.

Routine maintenance was performed on the collection system. Vents were plunged, a new control panel at Pump Station #7 was started up, sewer lines behind Hellberg Ave were cleaned and lines were flushed out on Farber Drive and Devon Road in connection with lateral grouting

by a contractor. On rainy days, Authority personnel were checking manholes for suspected intrusions for abnormally heavy flow.

A question was asked about the expense to bring in a lateral grouting contractor for the laterals on Farber Drive.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

Mr. Schmidt reviewed the proposed budget, most of which was reviewed at the last meeting. Mr. Schmidt indicated that he emailed out the operations budget but the rest of the packet of information was now available to the Board. He reviewed Funds 1, 2 and 3, as well as the summary estimated through year-end. He indicated that the Authority should be receiving the new rate increase revenue by next year. The insurance broker indicated that the Authority should expect a 30% increase in health insurance premiums. Mr. Schmidt indicated this would be an approximate \$20,000 increase. He also reviewed the initial reserve for Fund 3 and the expected additional capital contributions by Bucks County Water and Sewer Authority.

Questions were asked with regard to electric expense estimates. Mr. Schmidt reported that the UV system has dropped the expense for electricity substantially. There were questions asked about costs for chemicals. Mr. Schmidt reported that the chemicals purchased are polymer for sludge.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve the expense budget for fiscal year 2013-14 for Bucks County Water and Sewer Authority as presented to the Board. The Motion was unanimously adopted.

Mr. Schmidt reported that 10 out of 20 properties on Cedar Hill Road are now connected or about to be connected to the Sanitary Sewer System. The special loan program is over. The estimated cost of connection with the Authority is \$21,000.00.

Mr. Schmidt asked if the Board had any revisions to the March 12 draft minutes. There were no offered revisions.

Mr. Schmidt reviewed a personnel issue with the Board with regard to the temporary loss of one secretary.

Mr. Schmidt reviewed an issue regarding the roof of the digester building. It was originally proposed that during the Phase III evaluation and design the replacement of the digester building roof would be included. However, Mr. Schmidt and Mr. Nolan have recently inspected the building and found roof leaks. Since new equipment is proposed to go in that building during Phase II of the project, Mr. Schmidt recommended a change order for the Phase II project to replace the roof, possibly with a peaked roof design. Mr. Schmidt pointed out the unusual shape of the building footprint which would tend to limit the type of roofs which could be evaluated as a replacement. Mr. Schmidt and Mr. Nolan expected to be providing something to the Board in the future in terms of a change order for Phase II involving the roof of the digester building.

Interested Board members were invited to arrive at 7:00 p.m. prior to the April 9 meeting to inspect the digester building.

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

Mr. Nolan provided an update on the Phase II Expansion and Upgrade project status. Mr. Nolan reviewed items with the General Contractor at a project meeting recently. There was also a progress meeting scheduled next week with both contractors. There was a discussion regarding the lack of progress made to date by the Electrical Contractor. Mr. Nolan indicated that CKS Engineers would have an additional conversation with the Electrical Contractor about the lack of progress to date.

The Board recessed into Executive Session at approximately 7:59 p.m. to discuss potential litigation. The Board returned to its regular session at approximately 8:18 p.m.

Mr. Nolan reported that the annual Chapter 94 report was about to be sent to DEP. Copies were available for Board members.

SOLICITOR’S REPORT – Joseph Bagley, Esquire

Mr. Bagley reviewed the terms of the proposed Easement Agreement with Doylestown Township for a pedestrian/bike trail over Authority property. Mr. Bagley reviewed certain provisions of the Agreement with regard to insurance, maintenance, indemnification and other related issues.

MOTION: It was **MOVED** by Mr. Rissinger and **SECONDED** by Mr. Hagey to authorize the Easement Agreement with Doylestown Township for a pedestrian/bike trail. The Motion was unanimously adopted.

OTHER BUSINESS

Mr. Schmidt indicated that there was no update on the status of the litigation with the former employee.

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 8:26 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor

William T. Evans, Secretary