

**CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY**

**BOARD MEETING MINUTES**

**August 13, 2013**

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, August 13, 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. Also present were Thomas Hauser, Superintendent; Andrew Freimuth, Solicitor; John Schmidt, Executive Director; and Joseph Nolan, Engineer. William Evans, Secretary, was absent.

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

**APPROVAL OF MINUTES**

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Rissinger to approve the Board meeting minutes of July 9 and 23, 2013. The motion was unanimously adopted.

**PUBLIC COMMENT**

No members of the public were present.

**COMMITTEE REPORTS**

There were no Committee reports presented.

**EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt**

Mr. Schmidt reported that New Britain Township was not interested in acquiring a 50-foot wide strip of land owned by the Authority near Pump Station No. 1. Mr. Schmidt suggested that the Authority's next option is to offer the land to the adjoining property owners. However, information about the engineering and legal costs associated with the conveyance will be obtained before meeting with the neighboring property owners.

Mr. Schmidt informed the Board that he had spoken with Jamie Schlesinger of The PFM Group since the last meeting regarding the details of a proposed refinancing by the Authority. There was general discussion regarding the possible structure of such a refinancing. There was also general discussion regarding current interest rates and possible savings by the Authority. Mr. Schmidt indicated that Mr. Schlesinger intends to prepare an updated and detailed report for the Board. The consensus of the Board was to invite Mr. Schlesinger to attend the September 10, 2013 meeting of the Board.

Mr. Schmidt presented information regarding the Authority's health insurance renewal option with Aetna. Mr. Schmidt reported that the Authority has the option of renewing with Aetna

through December, 2014, which would result in a 12% decrease in the Authority's current rate. Mr. Schmidt recommended that the Board accept the renewal through December, 2014.

The Board discussed color samples for the new roof on the Authority buildings. The consensus of the Board was to select the Surrey Beige color for the roof material.

Mr. Schmidt discussed with the Board the possible location for a new sign at the entrance to the Plant. The consensus of the Board was to place the sign along the driveway as opposed to adjacent to Upper State Road.

Mr. Schmidt informed the Board that he has contacted the Borough of Chalfont regarding a possible meeting to discuss the Authority's projects. Mr. Schmidt indicated that a meeting may be scheduled in October.

Mr. Schmidt distributed a map depicting the extent of the Forest Park Transmission Main Extension Project, which is a joint project between the Forest Park Water Treatment Plant, North Wales Water Authority, North Penn Water Authority and the Bucks County Water and Sewer Authority to install over 20 miles of new water main to enhance the regional water distribution network in both Montgomery and Bucks Counties.

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

Mr. Nolan reported that construction is progressing on the Phase II Upgrade Project, and he is awaiting delivery of the motor control panels. He further reported that the contractors are making good progress. There was general discussion regarding the work of the electrical contractor. Shop drawings for the new roof on the digester building have been submitted.

Mr. Nolan presented Requisition No. 128 for Capital Expenditures with no costs.

Mr. Nolan next presented Requisition No. 171 for Capital Improvements in the amount of \$311,465.70, the majority of which is for the payment of contractors, construction management services and legal work for the Phase II Upgrade and Expansion Project. Mr. Nolan recommended approval.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve Requisition No. 171 for Capital Improvements in the amount of \$311,465.70. The Motion was unanimously adopted.

#### **SOLICITOR'S REPORT – Andrew R. Freimuth, Esquire**

Mr. Freimuth had nothing to report.

#### **TREASURER'S REPORT – Gustave Haun, Treasurer**

Mr. Haun presented the General Operating Expenses for the month amounting to \$233,918.65 with the total Operating Expenses for the month equaling the same amount. With the previously-approved Capital Improvements along with the interest payments amounting to \$22,042.82, the

total expenditures for the month were \$567,427.17. Mr. Haun recommended approval to pay the bills.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Rissinger to approve the total expenditures for the month of \$567,427.17. The Motion was unanimously adopted.

#### **OTHER BUSINESS**

Mr. Nolan informed the Board that the Authority's tapping fee has not been updated in approximately three years, and that such an update was overdue in light of the Plant expansion projects. Mr. Nolan asked that the Board authorization him to prepare the necessary study in anticipation of adopting a new tapping fee.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to authorize Mr. Nolan to prepare the necessary study and report in support of a new tapping fee for the Authority. The Motion was unanimously adopted.

#### **AGENDA FOR AUGUST 27**

Neither Mr. Hagey nor Mr. Nolan will be present for the meeting on August 27. Mr. Schlesinger may be invited to the August 27 meeting if he anticipates that any delay in the Board's consideration of a possible refinancing could negatively affect the interest rates available to the Authority

**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 8:15 p.m.

Respectfully submitted,

Andrew R. Freimuth, Solicitor

Donald Cameron, Assistant Secretary