

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

December 12, 2017

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, December 12, 2017, in the Authority's meeting room.

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

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

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve the minutes of November 14 and November 28, 2017. The Motion was unanimously adopted.

PUBLIC COMMENT

No members of the public were present.

RETIREMENT PRESENTATION

On behalf of the Board, the Chairman presented a Proclamation to Mr. Vance acknowledging his exemplary service for 44 years and providing him with a small gift upon his retirement on Thursday. The Proclamation identifies Thursday, December 14, 2017 as "Adam Vance Day".

COMMITTEE REPORTS

Mr. Evans presented a report on behalf of the Personnel Committee. The Personnel Committee recommends offering Richard Heverly the position of Collection System Supervisor upon the retirement of Mr. Vance, with salary details as recommended by the Personnel Committee.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Hagey to offer Richard Heverly the position of Collection System Supervisor upon Mr. Vance's retirement as recommended by the Personnel Committee. The Motion was unanimously adopted.

SUPERINTENDENT'S REPORT – Thomas Hauser

Mr. Hauser reported that treatment plant operations for November were considered normal. Plant staff coordinated some of the project details with the contractors' schedules and operations.

Precipitation: 1.8 inches

Average Daily Flow: 2.85 MGD

Peak Day Flow: 4.09 MG

Process performance improved over last month which performance was already very good.

Routine maintenance was performed in the plant. New screens were installed on the utility water pump screens where the old ones had corroded. A blockage was cleared in the centrate drain line. Some motors were found to be operating in reverse so a check was performed of most of the dryer systems. Flygt Pump returned the No. 2 lift pump which had been checked out and wear rings had been replaced. A wiring issue or another component issue is now being investigated regarding problems with the No. 2 lift pump.

Mr. Vance delivered the report on the collection system. Routine maintenance as performed. Start-up of a new pump station and Godwin backup pump was performed at New Britain Woods. PA One-Calls were undertaken for 30 hydrant replacements by Aqua. Six manhole chimneys were sealed.

There was a Board question about the type of sealant used on the manhole chimneys. Mr. Vance responded that a Seka caulk product is used. There was a discussion regarding the sealing of the manhole chimneys. Mr. Vance was quizzed on his time employed at the Authority. The Board expressed its thanks to Mr. Vance for his loyal service.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

Mr. Schmidt reported that employee Lee Cressman will celebrate his 25th anniversary on Thursday as well.

Mr. Schmidt reminded the Board that the Authority's holiday party will be held on Thursday, January 11.

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

Mr. Nolan reported that work is continuing on the Phase III Project. The remaining work includes adding an additional railing and pouring the sidewalk.

The electrical contractor is changing out a panel in the centrifuge building. There is a project meeting scheduled for this Thursday, December 14. CKS is preparing a preliminary punch list for the contractors.

Mr. Nolan presented Requisition No. 180 for Capital Expenditures in the amount of \$13,451.97 including costs for a new vehicle, administration carpet, and certain computer work done for the Authority.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to approve Requisition No. 180 for Capital Expenditures in the amount of \$13,451.97. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 223 for Capital Improvements in the amount of \$310,018.54 all related to the Phase III Project.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to approve Requisition No. 223 for Capital Improvements in the amount of \$310,018.54. The Motion was unanimously adopted.

SOLICITOR'S REPORT – Joseph Bagley, Esquire

Mr. Bagley had nothing to report.

TREASURER'S REPORT – Gustave Haun, Treasurer

Mr. Haun presented the General Operating Expenses for the month in the amount of \$357,392.63, along with the previously-approved Capital Expenditures in the amount of \$13,451.97 making the Total Operating Expenses for the month \$370,844.60.

Mr. Haun next presented previously-approved Capital Improvements in the amount of \$310,018.54, along with Loan payments in the amount of \$73,304.25, making the Total Expenditures amount to \$754,167.39 and he recommended approval.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve the Total Expenditures for the month of \$754,167.39. The Motion was unanimously adopted.

Mr. Haun next presented escrow disbursements in the amount of \$3,892.75 and he recommended approval.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to pay the escrow disbursements in the amount of \$3,892.75. The Motion was unanimously adopted.

There was a discussion about the new vehicle acquired for the Authority.

Mr. Schmidt reminded the Board that the January 9 meeting will be the annual reorganization meeting.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Haun 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