

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

November 12, 2019

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, November 12, 2019, in the Authority's meeting room.

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

The Vice Chairman opened the meeting at 5:00 p.m.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve the Board meeting minutes of October 8 and October 22, 2019 as corrected. The Motion was unanimously adopted.

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

No reports of officers were presented.

COMMITTEE REPORTS

No Committee reports were presented.

EXECUTIVE DIRECTOR'S REPORT – John Schmidt

Mr. Schmidt announced the sad news that an Authority employee, Herman McCarty, Jr. died suddenly on October 22. Mickey, as he was known by his co-workers, had worked the previous day.

Mr. Schmidt reported that Jeff Dooley, a newly-hired employee, began work on November 7. He is working mostly with the road crew. The candidate for electrician, recently discussed with the Authority Board, was made an offer of employment today. It is believed that he will accept the offer.

Mr. Schmidt and Mr. Hauser took a moment to discuss Mickey McCarty's 30 years of employment with the Authority. Mr. Hauser related a specific technique originated by Mr. McCarty for lift coupling using a split coupler which continues to be used by the Authority.

After a discussion, a motion was made to acquire a tree to be planted in memory of Mickey McCarty on the Authority grounds.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Nuesch to acquire a tree and plant it in memory of Mickey McCarty. The Motion was unanimously adopted.

Mr. Schmidt next reported that Escrow No. 123 for Children's Hospital of Philadelphia on County Line Road was ready to be closed.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Haun to close Escrow No. 123. The Motion was unanimously adopted.

Mr. Schmidt mentioned that he would be meeting with the IT vendor tomorrow, November 13.

Mr. Schmidt mentioned that the holiday banquet will be held in the same location unless there are any different suggestions from the Board. None were offered. Mr. Schmidt indicated that the banquet would be January 9.

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

Mr. Nolan reported that he and Mr. Schmidt had a conference call with Gryphon regarding the status of submittals for the dryer. The submittals need to eventually be approved so that the manufacturer can authorize fabrication of the parts. The parties have now had a meeting of the minds with regard to the submittals. CKS is continuing with the preparation of the installation contract. The Authority has received the bill for 10% of the purchase price, the payment of which will trigger the beginning of fabrication. The bill for \$410,685.66 is part of Requisition No. 246 for Capital Improvements. Mr. Nolan estimated that from the beginning of fabrication the manufacturing process should take between 120 and 150 days. Based on a previous discussion of scheduling, Mr. Nolan estimates an approximate 3 week shift from what was originally estimated for delivery.

Mr. Nolan recommended approval of Requisition No. 246 for Capital Improvements in the amount of \$435,045.36 mostly representing the first payment on the Gryphon dryer.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Haun to approve Requisition No. 246 in the amount of \$435,045.36. The Motion was unanimously adopted.

TREASURER'S REPORT – Gustave Haun

Mr. Haun presented the General Operating Expenses for the month of \$211,726.82. He next presented Requisition No. 203 in the amount of \$0 for Capital Expenditures and Requisition No. 246 for Capital Improvements, mostly involving the purchase of the Gryphon dryer, of \$435,045.36 along with the payments to the Loan Fund of \$73,304.25, making the total expenditures for the month \$720,076.43 and he recommended approval.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Nuesch to approve the expenditures for the month of \$720,076.43. The Motion was unanimously adopted.

Mr. Haun next presented escrow disbursements in the amount of \$345.00.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve the escrow disbursements of \$345.00. The Motion was unanimously adopted.

Mr. Haun left the meeting at this point.

SOLICITOR’S REPORT – Joseph M. Bagley, Esquire

Mr. Bagley gave a presentation on cyber security pertaining to the Authority by providing a handout to the Board and distributing proposed policies for the Authority to be discussed and considered among the staff and the Board.

OTHER BUSINESS

The Vice Chairman called for items for the next meeting agenda. None were suggested.

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

The meeting was adjourned at approximately 5:39 p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor
and Recording Secretary