

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

**BOARD MEETING MINUTES**

**March 10, 2020**

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, March 10, 2020, in the Authority's meeting room.

**Present:** Joseph Bonner, Chairman; 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.

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

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Evans to approve the minutes of February 11 and February 25, 2020. 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 presented the 2020-21 Preliminary Operating Expense Budget which he is obligated to send to Bucks County Water & Sewer Authority (BCW&SA) in April. Mr. Schmidt noted a few revisions since it was last provided to the Board. Mr. Schmidt discussed the revenues received in 2019-20 versus the projected revenues for the coming year. Mr. Schmidt explained that he based revenues for the coming year on normal operating expenses and not the surcharge imposed on BCW&SA in 2019-20. Mr. Schmidt added to the line item for operating expenses for the Plant due to the filling of one (1) employee position, a possible filling of a currently-open job position and the repairs recently encountered on the aerator gear-boxes. Mr. Hauser explained that the aerator gear-boxes were purchased between 1997 and 2003. Mr. Schmidt explained that the line item for grit, screenings and sludge disposal was increased for the coming year due to the down time while the dryer is replaced in 2020.

Mr. Schmidt reported on net cash from the Operating Fund going to the Capital Account in the same amount this year as budgeted last year. Mr. Schmidt is seeking approval of the preliminary

operating budget at the first meeting in April. He expects a revised budget to be distributed to the Board prior to the April meeting.

Mr. Schmidt next proposed the closing of an escrow account for Prestige Properties for a single family home on New Galena Road. The motion needed will actually close two (2) Escrow Accounts, No. 116 and 129, both for Prestige Properties.

**MOTION:** It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Nuesch to approve the closing of Escrow Accounts 126 and 129 for Prestige Properties. The Motion was unanimously adopted.

Mr. Schmidt reported to the Board that the drafting of two (2) agreements involving subdivisions along the Hilltown Township and New Britain Township border. The Lohin Tract involves seven (7) lots within New Britain which will be served by Hilltown Township Water & Sewer Authority. The Assal Tract also known as Mill Ridge is partly located in Hilltown Township and partly located in New Britain Township. The Assal Tract involves twelve (12) lots, four (4) of which will be located in Hilltown Township and eight (8) of which will be located in New Britain Township. Chalfont-New Britain Township Joint Sewage Authority will take over the sewer service for the entire development by way of written intermunicipal agreement. Mr. Schmidt is making the Board aware of the two (2) arrangements as they will be voting on approval of the agreements in the future.

Mr. Schmidt noted that he has distributed the Ethics Commission forms for 2019 to Board members to fill out and sign.

Mr. Schmidt inquired about attendance for the PMAA Regional Dinner for April 9.

Mr. Schmidt will not be in attendance at the next Board meeting, scheduled for March 24.

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

Mr. Nolan reviewed the status of the Pump Station No. 4 Replacement Project. Mr. Nolan stated that he had just provided Mr. Schmidt with an overall project map and indicating proposed easements. There are five (5) affected private properties. Mr. Nolan expects to receive permission to enter those properties and to finalize a path of the sewer lines and determine whether a few adjustments need to be made.

Mr. Nolan reported that bids were opened for the dryer replacement project for general construction and for electrical construction on March 4. The low bidder for the general construction contract was Eastern Environmental who was the contractor who installed the Gryphon dryer in Pottstown. The low bidder of the electrical construction contract was BSI, who has performed work at the Authority Plant in the past. Mr. Nolan stated that he was pleased with the amounts bid with the estimated costs projected to be approximately \$800,000.00 where the actual bids came in around \$606,000.00. There was a discussion regarding the range between the low bid of Eastern Environmental and the second lowest bidder. Mr. Nolan stated that there were approximately 40-50 pre-bid questions asked on PennBid, many of them from Eastern Environmental, which were responded to by CKS. Eastern Environmental has reassured Mr. Nolan, after the bid opening, that they are satisfied with their bid. There is a preconstruction meeting scheduled for Friday and the project may begin as early as March 16.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to award the general construction contract for the dryer replacement to Eastern Environmental for \$362,620.00 and to

award the electrical construction contract for the same project to BSI in the amount of \$244,225.00. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 207 for Capital Expenditures in the amount of \$3,722.90 for telephone system equipment replacement.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Nuesch to approve Requisition No. 207 for Capital Expenditures in the amount of \$3,722.90. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 250 for Capital Improvements in the amount of \$35,887.00 for engineering services related to the Pump Station No. 4 Replacement and the Dryer Replacement Projects.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Nuesch to approve Requisition No. 250 for Capital Improvements in the amount of \$35,887.00. The Motion was unanimously adopted.

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

Mr. Haun reviewed the General Operating Expenses for the month of \$170,164.45 along with the previously-approved Capital Expenditures Requisition No. 207 and Capital Improvements Requisition No. 250 along with payments to the Loan Fund of \$73,304.25, making the total expenditures for the month \$283,078.60 and he recommended approval.

**MOTION:** It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to approve the total expenditures for the month of \$283,078.60. The Motion was unanimously adopted. Mr. Haun next presented escrow disbursements for approval in the amount of \$10,665.90.

**MOTION:** It was **MOVED** by Mr. Nuesch and **SECONDED** by Mr. Cameron to approve escrow disbursements in the amount of \$10,665.90. The Motion was unanimously adopted.

#### **SOLICITOR'S REPORT – Joseph M. Bagley, Esquire**

Mr. Bagley had nothing to report.

#### **OTHER BUSINESS**

The Chairman called for any other business to be presented.

Mr. Hauser invited the Board to an initial screening of a film presented by the Public Education Committee of the Operator's Association on the wastewater industry which is being presented in Reading at the Miller Center for the Arts on March 31.

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

The meeting was adjourned at approximately 5:26 p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor  
and Recording Secretary

