

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

June 8, 2021

The meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, June 8, 2021, 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 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.

APPROVAL OF MINUTES

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Haun to approve the Minutes of the meetings of May 11 and May 25, 2021 as distributed to the Board. The Motion was unanimously adopted.

PUBLIC COMMENT

No members of the public were present.

PRESENTATION

Andrew Detweiler of Univest Insurance, the Authority's insurance agent, made a presentation on proposed insurance policies for the Authority. Mr. Detweiler has taken over from Rich Theis. Most of the Authority's policies have been moved to Selective, which has a dividend program that may be an added benefit to the Authority.

Mr. Detweiler reviewed the various policies and coverages of the Board including business income loss, equipment breakdown, property and casualty, and boiler and machinery. There was an extensive discussion regarding cyber liability and a proposal to be made by Mr. Detweiler. He identified the two (2) carriers currently providing such insurance. He indicated that multifactor authentication on the computers would be a requirement. He estimated the cost as \$5,000 to \$7,500 depending upon coverage.

The general liability coverage is One Million Dollars with a Two Million Dollar aggregate. Mr. Detweiler discussed sewer backup insurance, automobile insurance and an umbrella policy. He also discussed employment practices liability coverage, workers compensation and public officials coverage. After answering some questions, Mr. Detweiler departed the meeting.

REPORTS OF OFFICERS

No reports of officers were presented.

COMMITTEE REPORTS

No Committee reports were presented.

SUPERINTENDENT'S REPORT – Thomas Hauser

Mr. Hauser reported that Treatment Plant operations continue to be trying due to equipment problems. Notwithstanding that fact, the final effluent quality improved over last month.

Precipitation: 7.1 inches

Average Daily Flow: 3.74 MGD

Peak Day Flow: 7.73 MG

Process performance met all limits.

In the Plant, routine maintenance was performed as scheduled. Problems continue to be had with the No. 2B clarifier with flights and chains misaligned after a few rotations. The effluent screen was put back together and was back in service. The No. 2 DAFT bottom collector drive was breaking shear pins; it was drained and determined that the drive shaft is seized; personnel are working on getting it free.

The new aerator disc for No. 4 aerator arrived and Eastern Environmental began putting discs on one of the shafts. A drain line from clarifier Nos. 3A and B clogged which was eventually cleared with the Vactor truck. The No. 1 aerator gear-reducer began leaking oil from the input shaft seal. A new seal kit was ordered. The unit is operating intermittently. Personnel worked on repairs to the "channel monster" for Pump Station No. 8. Parts were ordered that were needed for completion. 220 cubic yards of biosolids were hauled to a local farmer.

During the Memorial Day weekend, the Plant experienced high flows from the rainfall and the Plant was put into "storm mode".

In the collection system, routine pump station maintenance was performed. Grit was removed and the wet well and pipes of Pump Station Nos. 6 and 7 were cleaned in preparation for draw-down testing. The Cycle C and D meters were read. PA One-Call notifications were marked. Potassium permanganate pumps were readied for the season. Pump Station No. 8 was experiencing problems with pumps clogging with wipes. Maintenance was performed on Authority vehicles as required and personnel assisted with the Vactor truck.

There was a question from the Board as to the meaning of "storm mode". Mr. Hauser responded that high flows can be buffered using the equalization tanks. Personnel can shift around where the flow is distributed to help prevent solids washout. While it cannot be done for long term, it can be done on a short-term basis while the high flows exist. The existence of the oxidation ditch provides such options.

Another question was asked by the Board about the new influent screen stopping the rag problems. Mr. Hauser responded in the affirmative but said that there may still be rags within the system.

EXECUTIVE DIRECTOR'S REPORT - John E. Schmidt

Mr. Schmidt presented a request for two (2) EDUs for 9 Sellersville Road which is a subdivided lot within New Britain Township.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve the two (2) EDUs of capacity. The Motion was unanimously adopted.

Mr. Schmidt reported that Escrow Accounts Nos. 120 and 125 for the Rolling Ridge Subdivision should be closed.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to close Escrow Accounts Nos. 120 and 125. The Motion was unanimously adopted.

Mr. Schmidt reviewed with the Board the twelve-month year-end revenue and expense report. Mr. Schmidt reported that revenues were just over 100% for the year. Sewer rentals were still good despite the pandemic. There was a brief discussion regarding delinquencies. The operating expenses were under budget though Plant equipment maintenance and repairs was up for the year. Mr. Schmidt recommended that the budget number be higher in the coming year for equipment maintenance and repairs.

Mr. Schmidt went over other details of the revenue and expense report.

There was a question from the Board about whether there was an increase in the number of liens. Mr. Schmidt responded that the liens are actually being addressed because of the recent increase in house sales at which time the liens are paid off.

Mr. Schmidt reported that the sewer backup at Remington Oaks has been concluded.

Mr. Schmidt reported that he received more details about proposed parking from the Soccer Association which amounts to about 25 more parking spaces. They were instructed to go to Doylestown Township for a permit. They may be required to do stormwater management.

Mr. Schmidt reminded the Board that the second meeting in June has been cancelled.

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

Mr. Nolan reported that the advertisement window for the Act 537 Plan Special Study for Pump Station No. 4 remains open until June 16. If no comments are received, DEP will take the study under consideration.

The Act 537 Plan is on the agenda for New Britain Township's Board of Supervisors meeting for June 21. If the Township passes a resolution on the Special Study, the Authority still needs to proceed to obtain a Part II permit from DEP. If planning approval is timely received, the Authority may be ready to place the project out to bid by the end of the Summer. The process for obtaining easements from the property owners has been commenced.

Mr. Nolan recommended that Requisition No. 222 for Capital Expenditures in the amount of \$19,787.95 representing new controls and motors for Centrifuge No. 1 be approved.

MOTION: It was **MOVED** by Mr. Nuesch and **SECONDED** by Mr. Haun to approve Requisition No. 222 for Capital Expenditures in the amount of \$19,787.95. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 265 for Capital Improvements in the amount of \$4,064.27 representing professional services in regards to the Pump Station No. 4 Project. He recommended approval.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve Requisition No. 265 for Capital Improvements in the amount of \$4,064.27. The Motion was unanimously adopted.

SOLICITOR'S REPORT – Joseph M. Bagley, Esquire

Mr. Bagley reported that the easement for Pump Station No. 4 has been signed by the County of Bucks and forwarded to New Britain Township. The Township was initially going to put it on its agenda for its June 7 meeting, but they have rescheduled it for the June 21 meeting, likely because consideration of the Act 537 Plan is also being scheduled for that same evening.

TREASURER'S REPORT – Gustave Haun

Mr. Haun reviewed the General Operating Expenses for the month of \$304,155.34 along with the previously approved Capital Expenditures and Capital Improvements along with payments to the Loan Fund in the amount of \$73,304.25 making the total expenditures for the month \$401,311.81 and he recommended approval.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve the total expenditures of \$401,311.81. The motion was unanimously adopted.

Mr. Haun next presented escrow disbursements in the amount of \$40,174.37. There was a brief discussion that the entry for "MDG No. 1" is the closeout of the escrow accounts for the Rolling Ridge Subdivision approved earlier in the meeting.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to pay the escrow disbursements in the amount of \$40,174.37 as identified on the bill list. The Motion was unanimously adopted.

OTHER BUSINESS

The Chairman called for any other business. None was offered. The next meeting of the Board is July 13. No items were suggested for the agenda for July 13.

ADJOURNMENT

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 5:50 p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor
and Recording Secretary