

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

December 14, 2021

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, December 14, 2021, in the Authority's meeting room.

Present: Gustave Haun, Treasurer; Timothy Hagey, Assistant Treasurer; William Evans, Secretary; and Lawrence Nuesch, Assistant Secretary. Joseph Bonner, Chairman and Donald Cameron, Vice Chairman were absent.

Also present were John Schmidt, Executive Director; Thomas Hauser, Superintendent; Joseph Nolan, Authority Engineer; and Joseph Bagley, Solicitor.

The Secretary called the meeting to order at 4:30 p.m.

APPROVAL OF MINUTES

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Nuesch to approve the minutes of the Board meeting of November 9, 2021 as distributed to the Board. 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

Mr. Hagey presented the report of the Personnel Committee.

The Board recessed into Executive Session at approximately 4:31 p.m. to discuss personnel issues.

The Board returned to its regular session at approximately 4:32 p.m.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve the recommendation of the Personnel Committee with regard to raises for personnel as conditioned by the Personnel Committee. The motion was unanimously adopted.

SUPERINTENDENT'S REPORT – Thomas Hauser

Mr. Hauser reported that plant operations were very much improved during the month of November.

Precipitation: 0.85"

Average Daily Flow: 3.00 MGD

Peak Day Flow: 6.23 MG

All process performance was within parameters.

In the plant, routine maintenance was performed as scheduled. Parts ordered for the #2 DAFT began to arrive. Four bearings on the sifter brush on the dryer were replaced. Grease fittings and all dryer bearings were installed. The welder/generator was mounted on a new trailer and the tailgate was modified. The laboratory dishwasher was replaced as no longer fully functional.

In the collection system, routine maintenance was performed as scheduled. Personnel assisted Performance Pipe, Inc. during the lining of the sewer main across Route 152. Three manholes were raised for the paving project on Hilltown Pike. Emergency backup batteries were replaced in all 6 pump station auto-dialers. The potassium permanganate tanks were taken out of service for the Winter. The potassium permanganate tanks were washed out.

The Board asked a question about the lining work, which will be addressed during the Executive Director's report.

EXECUTIVE DIRECTOR'S REPORT – John Schmidt

Mr. Schmidt reviewed the 6-month Revenue and Expense Reports with the Board. He reported on operating expenses being at 48%, that the Pump Station #4 Project expenses are expected to rise in the next 6 months, and he reviewed the capital purchases. He discussed some revisions in the budget.

Mr. Hagey asked about interest rates on the current loans. There was a consensus reached to look into available interest rates and possible savings. There was a general discussion about the elevated costs of materials presently. Mr. Nolan mentioned a 30 percent increase in the cost of water main construction presently.

There were no other questions from the Board about the 6-month Revenue and Expense Reports.

Mr. Schmidt reported on the current status of obtaining easements from property owners for the Pump Station #4 Project. As discussed with the Board previously, some property owners are being offered compensation, some are being offered a tapping fee, one is being offered either.

Mr. Schmidt reported that the 1989 Chevy Utility Body Truck is currently being offered on MuniBid. Mr. Schmidt requested a letter of authorization to sell the truck when the bidding is completed.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Nuesch to approve the sale of the 1989 Chevy Utility Body Truck on MuniBid and to authorize Mr. Schmidt to sell the vehicle for the high bid on MuniBid. The motion was unanimously adopted.

Mr. Schmidt reported on the sewer lining work on Farber Drive. There was a discussion about the process carried out by Performance Pipe.

Mr. Schmidt recommended approval of a sewage capacity form for 8 Newville Road. It is part of a larger grinder pump system.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve sewage capacity for 8 Newville Road for 1 EDU. The motion was unanimously adopted.

The Authority is still waiting to hear back from the insurance company with regard to hurricane backups in September.

The holiday banquet will be Thursday, January 27.

Mr. Schmidt reported that he provided bylaws to the Board Members for the upcoming January reorganization meeting.

Mr. Schmidt reviewed the letter received from CKS regarding new rates for 2022.

Mr. Schmidt reported on receipt of an invitation to participate in the LIHWAP Covid Assistance Program. The Program, in certain instances, provides grants to customers who cannot pay their sanitary sewage bill. The eligible customer must meet certain guidelines.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Nuesch to participate in the LIHWAP Covid Assistance Program. The motion was unanimously adopted.

ENGINEER'S REPORT – Joseph Nolan

Mr. Nolan reported that he met with John Schmidt and Tom Hauser on December 3 and went over a list of things to address. He reported that they put a plan in place and will continue to meet.

Mr. Nolan further reported that a Zoning Hearing Board hearing is scheduled for Thursday, December 16. CKS has prepared exhibits. Comments have been received from residents. The Authority will have the burden of proof at the zoning hearing. The Act 537 Plan Special Study was submitted to DEP and will be reviewed by them at some point.

The design of the Pump Station is completed. The plans for the off-site sewer line are being revised. The plans and specifications are in good shape. Mr. Nolan is just awaiting the Zoning Hearing Board approval and the DEP approval.

Mr. Nolan also reported that water and sewer project costs are presently coming in about 30% higher than a year ago. The normal timeframe for delivery of materials has been extended and the Board should expect that in this project.

Mr. Nolan presented Requisition No. 228 for Capital Expenditures in the amount of \$11,098.45 regarding I&I lining work.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Nuesch to approve Requisition No. 228 for Capital Expenditures in the amount of \$11,098.45. The motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 271 for Capital Improvements in the amount of \$10,198.06 related to expenses for Pump Station #4.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Nuesch to approve Requisition No. 271 for Capital Improvements in the amount of \$10,198.06. The motion was unanimously adopted.

TREASURER’S REPORT – Gustave Haun

Mr. Haun reviewed the General Operating Expenses for the month of \$293,249.97 as well as the previously approved Capital Expenditures and Capital Improvements as well as payments to the Loan Fund of \$73,304.25 resulting in Total Expenditures of \$390,189.91 and he recommended approval.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Nuesch to approve the total expenditures of \$390,189.91. The motion was unanimously adopted.

Mr. Haun next reviewed the escrow disbursements in the amount of \$349.30 and he recommended approval.

MOTION: It was **MOVED** by Mr. Nuesch and **SECONDED** by Mr. Hagey to approve the escrow disbursements of \$349.30. The motion was unanimously adopted.

Mr. Evans complimented Mr. Haun on his support since Mr. Evans first became a Board member. Mr. Haun stated it has “been a pleasure and a duty”. Mr. Haun has served on the Board for 21 years.

OTHER BUSINESS

The Vice Chairman called for any business to discuss for the December 28 meeting. None was offered.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Nuesch to cancel the December 28 meeting. The Motion was unanimously adopted.

The January 11 meeting will involve the typical annual appointments and the officer elections. Mr. Schmidt noted that he had previously circulated copies of the bylaws to the Board.

ADJOURNMENT

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

The meeting was adjourned at approximately 5:11y p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor
and Recording Secretary