

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

January 11, 2022

The meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on January 11, 2022, in the Authority's meeting room.

Present: Timothy Hagey, former Vice Chairman Donald Cameron, Lawrence Nuesch, and William Evans. Also present: Preston Campbell, William Muzika, John Schmidt, Executive Director; Thomas Hauser, Superintendent; Joseph Nolan, Engineer; and Joseph Bagley, Solicitor.

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

The former Vice Chairman announced the appointments to the Board of Tim Hagey for an additional 5 years, Preston Campbell to complete Gus Haun's term and William Muzika to complete Joseph Bonner's term.

ELECTION OF OFFICERS:

In accordance with the Bylaws, the Solicitor temporarily chaired the Meeting. The Solicitor called for nominations for Chairman. Mr. Hagey nominated Mr. Evans as Chairman. Mr. Nuesch seconded the nomination. The Solicitor called for any other nominations for Chairman. None were made. The Solicitor called for a motion to close the nominations. Mr. Nuesch moved to close the nominations for Chairman and Mr. Hagey seconded. The Motion was unanimously adopted. By acclamation, Mr. Evans was elected Chairman.

The Solicitor next called for nominations for Vice Chairman. Mr. Evans nominated Mr. Cameron. Mr. Nuesch seconded the nomination. The Solicitor called for any other nominations for Vice Chairman. None were made. The Solicitor called for a motion to close the nominations. Mr. Campbell moved to close the nominations for Vice Chairman and Mr. Nuesch seconded. The Motion was unanimously adopted. By acclamation, Mr. Cameron was elected Vice Chairman.

The Solicitor next called for nominations for Secretary. Mr. Cameron nominated Mr. Nuesch as Secretary. Mr. Evans seconded the nomination. The Solicitor called for any other nominations for Secretary. None were made. The Solicitor called for a motion to close the nominations. Mr. Hagey moved to close the nominations for Secretary and Mr. Muzika seconded. The Motion was unanimously adopted. By acclamation, Mr. Nuesch was elected Secretary.

The Solicitor next called for nominations for Treasurer. Mr. Cameron nominated Mr. Hagey as Treasurer. Mr. Evans seconded the nomination. The Solicitor called for any other nominations. None were made. The Solicitor called for a motion to close the nominations for Treasurer. Mr. Nuesch moved to close the nominations for Treasurer and Mr. Muzika seconded. The Motion was unanimously adopted. By acclamation, Mr. Hagey was elected Treasurer.

The Solicitor next called for nominations for Assistant Secretary. Mr. Cameron nominated Mr. Campbell as Assistant Secretary. Mr. Evans seconded the nomination. The Solicitor called for any other nominations. None were made. The Solicitor called for a motion to close the nominations. Mr. Hagey moved to close the nominations for Assistant Secretary and Mr. Nuesch seconded the

motion. The Motion was unanimously adopted. By acclamation, Mr. Campbell was elected Assistant Secretary.

The Solicitor next called for nominations for Assistant Treasurer. Mr. Cameron nominated Mr. Muzika as Assistant Treasurer. Mr. Campbell seconded the nomination. The Solicitor called for any other nominations for Assistant Treasurer. None were made. The Solicitor called for a motion to close the nominations. Mr. Nuesch moved to close the nominations for Assistant Treasurer and Mr. Hagey seconded. The Motion was unanimously adopted. By acclamation, Mr. Muzika was elected Assistant Treasurer.

The Chairman announced that he would submit Committee assignments at the next meeting of the Board.

MOTION: It was moved by Mr. Hagey and seconded by Mr. Nuesch to appoint Joseph Bagley as Solicitor, Joseph Nolan as Authority Engineer and Bee Bergvall and Co. as Authority Auditor. The motion was unanimously adopted.

MOTION: It was moved by Mr. Hagey and seconded by Mr. Cameron to adopt the schedule of meetings for 2022 as distributed to the Board. The Motion was unanimously adopted.

MOTION: It was moved by Mr. Hagey and seconded by Mr. Campbell to adopt the Authority Fee Schedule as distributed to the Board. The Motion was unanimously adopted.

MINUTES

MOTION: It was moved by Mr. Hagey and seconded by Mr. Nuesch to approve the meeting minutes of December 14, 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

No Committee reports were presented.

SUPERINTENDENT'S REPORT – Thomas Hauser

Treatment plant operations were considered normal during the month of December. The laboratory technician was out ill during the entire month and NPDES permit-required samples had to be out-sourced for analysis. An operator was assigned to the lab on a temporary basis.

Precipitation: 1.85"

Average Daily Flows: 2.94 MGD

Peak Day Flow: 3.59 MG

All process performance was within limits. In the plant, a dryer alarm was experienced that shut down the dryer, a discharge conveyor tripped because of wet sludge cake due to centrifuge output changing, which was caused by a drastic change in the sludge feed to the centrifuge. Heat lamps were setup on the rectangular clarifier drives to prevent freezing.

Mr. Evans asked about whether the employee mentioned by Mr. Hauser as being absent/sick was able to return to the Authority by now. Mr. Hauser responded that he was. A general discussion ensued about personnel.

EXECUTIVE DIRECTOR'S REPORT- John Schmidt

Mr. Smith presented proposed Resolution No. 2022-1 fixing interest rates and attorney's fees for the collection of delinquent accounts.

MOTION: It was moved by Mr. Hagey and seconded by Mr. Campbell to adopt resolution No. 2022-1 as distributed to the Board. The motion was unanimously adopted.

MOTION: It was moved by Mr. Hagey and seconded by Mr. Cameron to adopt proposed Resolution No. 2022-2 restating the Authority pension plan conditioned upon the pension plan not having changed. The motion was unanimously adopted.

Mr. Schmidt discussed the sewer backups from September 2021. The Board recessed into executive session at 5:20 PM to discuss issues which are attorney-client privileged. The Board returned to its regular session at 5:44 PM.

A consensus of the Board was reached for Mr. Schmidt to communicate with affected residents to evaluate how many people were affected by the September sewer backups and the extent of damage/claims.

Mr. Schmidt next discussed the PFM proposal distributed to the Board. The handout proposed various options for loan refinancing. Mr. Hagey suggested obtaining another proposal from Chris Gibbons at Concord Finance.

After discussion, there was a consensus reached by the Board to entertain a refinancing proposal from Concord Finance in a timely manner.

Mr. Schmidt reported upon the Farber Drive sewer lateral work. The Contractor finished the Project, except for the first lateral which they will redo in March. Mr. Schmidt recommended obtaining a cost proposal for two more runs to reduce I & I at Pump Station No. 6. A consensus was reached by the Board to obtain a cost proposal for two more runs. There was a brief discussion regarding lateral relining.

Mr. Schmidt reviewed the proposal to hold the Holiday Party on January 27. Following a discussion, a consensus was reached to postpone the Holiday Party until the Spring.

Mr. Schmidt next reported that he had obtained a presentation flag and a proclamation for former Chairman Bonner and for former Treasurer Haun. Following a discussion and the postponement of the Holiday Party, it was decided to invite Mr. Haun and Helen Haun to the Authority meeting in February for presentation of the Flag and Proclamation and to separately present the Flag and Proclamation to Mr. Bonner by Mr. Evans and Mr. Schmidt on behalf of the Authority.

Mr. Schmidt announced that Board photos would be taken at the February Meeting.

ENGINEER'S REPORT – Joseph Nolan

Mr. Nolan reported that Mr. Schmidt, Mr. Bagley, and he appeared at the Zoning Hearing Board in New Britain Township in December and presented the Authority's case for certain zoning relief at a hearing. The Zoning Hearing Board granted the zoning relief which the Authority needed for the Pump Station Project. Mr. Nolan is awaiting a written decision.

Mr. Nolan recommended the pre-purchase of the pump systems for the Pump Station #4 Project through a COSTARS contract, including two submersible pumps, a control panel and certain accessories. The price is \$62,780 and includes freight and start-up services.

MOTION: It was moved by Mr. Evans and seconded by Mr. Hagey to approve the purchase of the pump systems for the Pump Station #4 project for \$62,780 through COSTARS. The motion was unanimously adopted.

Mr. Nolan further reported that he provided a complete set of plans for the gravity sewer to Mr. Schmidt. Mr. Nolan also reported that he had previously submitted the Special Study to DEP. Both Mr. Schmidt and Mr. Nolan have touched base with DEP to determine the status of review and approval of the Special Study. Nothing has been heard back from DEP yet. Mr. Nolan also must submit an application for erosion and sedimentation controls.

Mr. Nolan reported that he, Mr. Schmidt, and Mr. Hauser met again on January 6th to review plant operations. They toured the whole plant, made good progress and added three priority items to their list of issues. Mr. Nolan expects that they will continue to meet monthly.

Mr. Evans asked for a copy of the list for the Board at the next meeting.

Mr. Nolan strongly recommended purchase of the additional Flygt pump for the Influent Pump Station to have as a reserve backup.

MOTION: It was moved by Mr. Evans and seconded by Mr. Hagey to approve the purchase of an reserve pump for the Plant for \$63,000.60 through COSTARS. The motion was unanimously adopted.

SOLICITOR'S REPORT- Joseph Bagley

Mr. Bagley reported that during their appearance before the Zoning Hearing Board in New Britain Township in December, Mr. Nolan testified well and made a professional appearance on behalf of the Authority.

TREASURER'S REPORT- Timothy Hagey

Mr. Hagey reported that the general operating expenses for the month amounted to \$280,391.44. The previously approved Capital Expenses and Capital Improvements along with

payments to the Loan Fund resulted in total General Operating Expenses for the month of \$386,839.49 and Mr. Hagey recommended approval.

MOTION: It was moved by Mr. Hagey and seconded by Mr. Cameron to approve the total general operating expenses for the month of \$386,839.49. The Motion was unanimously adopted.

Mr. Hagey next presented escrow disbursements in the amount of \$12,624.91.

MOTION: It was it was moved by Mr. Hagey and seconded by Mr. Cameron to approve the escrow disbursements for the month of \$12,624.91. The Motion was unanimously adopted.

OTHER BUSINESS

The Chairman called for agenda items for the Jan. 25 meeting. The List of Committee Assignments, the list for Plant improvements and the proposal for refinancing from Concord are all agenda items.

ADJOURNMENT

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

The meeting was adjourned at approximately 6:23 p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor
and Recording Secretary