

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

March 8, 2022

The meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on March 8, 2022, in the Authority's meeting room.

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

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

MINUTES

MOTION: It was moved by Mr. Cameron and seconded by Mr. Muzika to adopt the meeting minutes of February 8, 2022 as revised at the direction of the Board. The Motion was unanimously adopted.

MOTION: It was moved by Mr. Campbell and seconded by Mr. Cameron to adopt the meeting minutes of February 22, 2022 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.

EXECUTIVE DIRECTOR'S REPORT- John Schmidt

Mr. Schmidt reported that he has been exchanging phone calls and correspondence with Ernest "Bucky" Closser, Chris Gibbons and representatives of the Banks about closing on the new Authority Notes. The closing date of March 17 has been set. There was a discussion about setting a time for closing on the 17th at the Authority Office. It was agreed to set the closing for 9 a.m.

Mr. Schmidt next presented the 9-month Budget for 2021-22. Mr. Schmidt reported that Revenues were at 79% for the 9-month period and operating expenses were at 72% for the same period. The Budget contains figures for Funds 2 and 3 as well. Fund 3 activity consists mostly of legal and engineering expenses related to the Pump Station No. 4 Project and payments for the existing Loans. Mr. Schmidt reported that he will be preparing a 10-year budget and a preliminary budget for next fiscal year.

A Board member asked a question about rising costs in general. Mr. Schmidt explained that the Authority has locked into a new contract for natural gas, the market for which is on the rise.

Mantis Innovation will be at the next meeting to discuss electricity generation. The Authority is still disposing of biosolids at no significant cost. Chemicals prices are up for the year.

A Board member asked a question about who receives biosolids. Mr. Hauser responded that farmers who contact the Authority receive biosolids for spreading on their farms on a first-come, first-served basis. A general discussion about the distribution of biosolids ensued.

Mr. Schmidt stated that he had distributed Financial Interest Forms to the Board for completion by May 1.

Mr. Schmidt reminded the Board about PMAA training scheduled for March 24. Messrs. Evans, Nuesch, Campbell and Muzika plan to attend the training.

Mr. Schmidt notified the Board of an extraordinary requisition at this time for the reimbursements due to sanitary sewer overflows.

Mr. Schmidt reported that the bank is requiring certain items of proof from each Board Member in order to authorize signatures for checks. A copy of each board member's driver's license shall be provided to Mr. Schmidt.

MOTION: It was moved by Mr. Nuesch and seconded by Mr. Evans to authorize all six board members to sign Authority checks. The Motion was unanimously adopted.

ENGINEER'S REPORT – Joseph Nolan

Mr. Nolan reported that he resubmitted the Act 537 Special Study to DEP and he is waiting for their approval. CKS is exchanging information with the Township Engineer about the record plan the Township wants recorded. Mr. Nolan made final revisions to the offsite gravity sewer and force main based upon staff comments.

Mr. Nolan presented Requisition No. 231 for Capital Expenditures representing I & I pipe lining repairs in the amount of \$41,625.00.

MOTION: It was moved by Mr. Cameron and seconded by Mr. Campbell to approve Requisition No. 231 for Capital Expenditures in the amount of \$41,625.00. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 11 for Extraordinary Expenditures representing reimbursements of certain damage from sanitary sewer overflows in September 1-2, 2021.

MOTION: It was moved by Mr. Campbell and seconded by Mr. Nuesch to approve Requisition No. 11 for Extraordinary Expenditures in the amount of \$26,049.70 representing reimbursement of certain damage for sanitary sewer overflows. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 274 for Capital Improvements in the amount of \$1,601.13 representing engineering and legal expenses for the Pump Station No. 4 Project.

MOTION: It was moved by Mr. Cameron and seconded by Mr. Muzika to approve Requisition No. 274 for Capital Improvements in the amount of \$1601.13 representing engineering and legal expenses for the Pump Station No. 4 Project. The Motion was unanimously adopted.

SOLICITOR'S REPORT- Joseph Bagley

The Board recessed into an information session/executive session to receive ethics statutes training by Mr. Bagley at approximately 5:25 p.m. The Board returned to its regular session at approximately 6:00 p.m.

TREASURER'S REPORT- William Evans

Mr. Evans reported, in Mr. Hagey's absence, that the General Operating Expenses for the month amounted to \$252,622.31. The previously approved Capital Expenditures and Capital Improvements along with payments to the Loan Fund resulted in Total Expenditures for the month of \$395,202.39 and Mr. Evans recommended approval to pay the bills.

MOTION: It was moved by Mr. Evans and seconded by Mr. Cameron to approve the Total Expenditures for the month of \$395,202.39. The Motion was unanimously adopted.

Mr. Evans next presented escrow disbursements in the amount of \$879.00.

MOTION: It was it was moved by Mr. Evans and seconded by Mr. Cameron to approve the escrow disbursements for the month of \$879.00. The Motion was unanimously adopted.

OTHER BUSINESS

The Chairman recommended that the Board take up the issue of possibly going paperless for meeting agendas, reports, etc... The idea of purchasing tablets was raised. No conclusion was reached.

The Chairman acknowledged that Mantis Innovation's presentation is scheduled for the Board's agenda for March 22.

ADJOURNMENT

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

The meeting was adjourned at approximately 6:17 p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor
and Recording Secretary