

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

April 12, 2022

The meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on April 12, 2022, in the Authority's meeting room.

Present: William Evans, Chairman; Donald Cameron, Vice Chairman; Lawrence Nuesch, Secretary; Timothy Hagey, Treasurer; 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.

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

MINUTES

MOTION: It was moved by Mr. Cameron and seconded by Mr. Campbell to adopt the meeting minutes of March 8 and March 22, 2022 as distributed to the Board. The Motion was unanimously adopted.

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

It was recommended by the Chairman that the Board discuss in the future some of the long-range strategies presented at the recent PMAA training.

COMMITTEE REPORTS

No Committee reports were presented.

EXECUTIVE DIRECTOR'S REPORT- John Schmidt

Mr. Schmidt circulated signature authorizations for People's Bank.

Mr. Schmidt reported that the Preliminary Budget for FY 2022-23 was circulated to the Board. The purpose of the Preliminary Budget is to provide BCW&SA with its share of the expenses payable quarterly. Mr. Schmidt reported on some of the items he budgeted due to inflationary issues and some of which will be fixed but are not yet known. Mr. Schmidt discussed Preliminary Budget issues for electricity and natural gas. A question was asked about the electricity budget for 2022-23 and the response led to a brief discussion of the impending reverse auction decision. Mr. Schmidt reported that operating expenses for the plant have increased by 13%. Total expenses in the Operating Fund are up 8%. The Chairman recommended that the Finance Committee (Messrs. Cameron, Nuesch and Campbell) get together soon for a meeting. Mr. Muzika will be absent for both meetings in May and Mr. Campbell will be away for the first meeting in May. Mr. Schmidt reported on the items in Fund 2 and Fund 3 in the Preliminary Budget including I & I repairs. Follow-up work with PPI was discussed and work beginning with a main was recommended. A question was asked by a Board member about how much of the collection system is clay. Mr. Schmidt responded that about 50% of it is clay. It was suggested that some funds be put in the budget for main relining. Another question was asked about whether there is any transite (asbestos cement) pipe in the system. Mr. Schmidt stated that some transite exists in the system. There was a discussion by Mr. Schmidt about the qualities of clay pipe. The transite worked on by

PPI was able to be relined. Mr. Schmidt recommended that the Board discuss relining work at Peace Valley and Langhorne Roads in the future. Mr. Schmidt continued discussion of the Preliminary Budget highlighting Fund 3 and the estimate for the Pump Station No. 4 Project. Mr. Nolan advised that he will put together an estimate for the Project. Mr. Schmidt discussed the calculation of shareable expenses with BCW&SA and the basis of the calculation. The first payment by BCW&SA is due at the end of May.

Mr. Schmidt next reported that the Board had scheduled this meeting for a decision on the energy auction. A consensus of the Board was reached that the reverse auction was the best way to proceed. There was also a consensus reached to schedule the auction for April 26, the same day as the next Board meeting.

Mr. Schmidt and Mr. Bagley presented and discussed the deed of easement and the bill of sale for Chalfont Crossing, a townhouse subdivision at the corner of Business Route 202 and Bristol Road.

MOTION: It was moved by Mr. Hagey and seconded by Mr. Muzika to adopt the deed of easement for Chalfont Crossing and to accept the bill of sale for the facilities for same. The Motion was unanimously adopted.

Mr. Schmidt next presented the background on the PMAA Internship Program which will provide opportunities for high school graduates to gain experience in the water and sewer industries. The Board previously approved such an arrangement in 2020 but the pandemic indefinitely postponed the Program. Mr. Bagley related that he recommended a few changes to the Intergovernmental Cooperation Agreement presented in 2020 and such changes have now been made in the 2022 version of the Agreement. There was a brief discussion about the worker's comp issue.

MOTION: It was moved by Mr. Campbell and seconded by Mr. Hagey to enter into the Intergovernmental Cooperation Agreement regarding an internship program. The Motion was unanimously adopted.

Mr. Schmidt reported on the correspondence sent to BCW&SA recently. BCW&SA recently sent a cordial response and a meeting has been scheduled for April 26. BCW&SA mentioned the availability of capacity at their Harvey Avenue Plant.

The Board recessed into executive session at 5:34 p.m. to discuss potential litigation. The Board resumed its regular session at 5:38 p.m.

Mr. Schmidt presented the Houser easement for the Pump Station No. 4 Project to be executed by the appropriate officers. The easement is being exchanged for an EDU.

Mr. Schmidt reported on a sewer backup at 43 Langhorne Road. The property has a 30-year-old gate valve which has been shut off in the past but the homeowner was not home for this storm and did not know it would be a heavy storm. The Authority has expressed our intent to replace all check valves currently serving connections that experienced overflows in September with new check valves at no cost to our customers. It was also noted that as of this date, only the homeowners recently entering into written agreements with the Authority have responded that they want the proposed new valves.

ENGINEER'S REPORT – Joseph Nolan

Mr. Nolan reported that he received a review letter from the Township Engineer about the Pump Station No. 4 Project, and it highlights a few items of information owed by CNB to the

Township including a landscape plan and entry into an operations and maintenance agreement. Mr. Nolan is still waiting for DEP to give planning module approval.

Mr. Nolan noted that Requisition No. 232 for Capital Expenditures has no amount (zero). Mr. Nolan next presented Requisition No. 275 for Capital Improvements in the amount of \$22,530.98 representing engineering and legal expenses for the Pump Station No. 4 Project.

MOTION: It was moved by Mr. Nuesch and seconded by Mr. Cameron to approve Requisition No. 275 for Capital Improvements in the amount of \$22,530.98. The Motion was unanimously adopted.

SOLICITOR'S REPORT- Joseph Bagley

Mr. Bagley had nothing further to report.

TREASURER'S REPORT- Timothy Hagey

Mr. Hagey reported that the General Operating Expenses for the month amounted to \$258,622.48. The previously reviewed Capital Expenditures and the previously approved Capital Improvements along with payments to the Loan Fund resulted in Total Expenditures for the month of \$427,291.24 and Mr. Hagey moved to approve the bills.

MOTION: It was moved by Mr. Hagey and seconded by Mr. Nuesch to approve the Total Expenditures for the month of \$427,291.24. The Motion was unanimously adopted.

Mr. Hagey next presented escrow disbursements in the amount of \$2300.46.

MOTION: It was it was moved by Mr. Hagey and seconded by Mr. Cameron to approve the escrow disbursements for the month of \$2300.46. The Motion was unanimously adopted.

OTHER BUSINESS

Mr. Schmidt raised the question of when the Superintendent's report should be presented in the sequence of meetings. After discussion, a consensus was reached that the Superintendent's report would be presented at the next meeting in April, but thereafter it would be presented quarterly, at the first meeting of the month, with an eye towards possible cancellation of the second meeting each month. It was also decided to bring in both Mr. Hauser and Mr. Heverly quarterly for reports.

ADJOURNMENT

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

The meeting was adjourned at approximately 5:54 p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor
and Recording Secretary