

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

March 14, 2023

The meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on March 14, 2023 in the Authority's meeting room.

Present: William Evans, Chairman; Donald Cameron, Vice Chairman; Lawrence Nuesch, Secretary; Timothy Hagey, Treasurer; Preston Campbell, Assistant Secretary (via Microsoft Teams); Michael Sullivan, Board Member. Also present: John Schmidt, Executive Director; Joseph Nolan, Engineer; Joseph Bagley, Solicitor; and Tom Hauser, Plant Superintendent.

Mr. Evans opened the meeting at 5:00 p.m. The Chairman welcomed new Member Michael Sullivan to the Board. Mr. Sullivan was appointed by New Britain Township to fill the remaining term of William Muzika, who had resigned from the Board.

MINUTES

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Nuesch to adopt the minutes of the meeting of February 14, 2023 as distributed to the Board with one amendment noted on the Minutes. The Motion was **ADOPTED** 5-0 with Mr. Sullivan abstaining.

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

No reports were offered.

COMMITTEE REPORTS

Mr. Schmidt reported for the *ad hoc* Committee regarding meters which met last week. There are about 185 deduct and consumption meters in the System. Some of the meters are antiquated and the policies for them are not formalized. The Committee recommends keeping the meters, upgrading them, and after an owner has a meter in place, the Authority will take responsibility for ongoing maintenance and upgrades in the future and a fee will be imposed on users. The initial installation will be the responsibility of the customer. Customers can opt out of using meters if they choose to. Consumption metering can be switched to flat rate if the customer does not want to pay the fee. The Committee is working on a policy and estimated costs. There may be a written agreement with the customer. In response to questions from the Board, Mr. Schmidt explained that remote reading of meters will work through cell towers and will work with just about any meter. A test meter will be operated and read remotely in a basement (Mr. Campbell has volunteered). Mr. Evans asked Mr. Sullivan (i.e., appointed him) to fill in for Mr. Muzika on the Personnel and Facilities Committees.

SUPERINTENDENT'S REPORT-Thomas Hauser

There is a violation for ammonia for February. Mr. Hauser gave his report as set forth in the written Superintendent's Report for February 2023. Treatment plant operations were not smooth during the month due to aerator problems.

Mr. Hauser reported that two rental units for supplemental air have been delivered for use

until the stationary aerators are fixed. The units are rented for 4 months each.

EXECUTIVE DIRECTOR'S REPORT- John Schmidt

Mr. Schmidt presented the Deed of Dedication and Bill of Sale for the Elaine's Lane Subdivision and recommended acceptance.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to accept the Deed of Dedication and Bill of Sale for Elaine's Lane Subdivision (4 units). The Motion was unanimously **ADOPTED**.

Mr. Schmidt next presented the Developers Agreement for the townhouse project at Highpoint. He recommended approval of the Developers Agreement along with acceptance of approximately \$500,000 in tapping fees for 87 EDUs (50 EDUs already exist on site).

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve the Developer's Agreement for the Highpoint Townhouse Project and accept approximately \$500,859 in tapping fees for 87 EDUs. The Motion was unanimously **ADOPTED**.

The Chair suggested tabling the 9 Month Budget Report until the next meeting.

In response to a question from the Board, Mr. Schmidt answered that in the operating agreement with Bucks County Water and Sewer Authority, individual costs are not broken down but are categorized as administrative costs. Mr. Schmidt reviewed the history of the backup for the category of "administrative costs". Mr. Bagley also opined on the continued payment of expenses under the Agreement by Bucks County Water and Sewer Authority.

Mr. Schmidt reported on the Act 537 Update. At the New Britain Township meeting the issue of updating the Act 537 Plan at some point in the future was raised. Shortly afterwards, a call was received from NBT requesting the updating of the plan begin now. Mr. Nolan recommended a meeting with the DEP to see what they will require. The Township is looking for a letter from the authority acknowledging willingness to have the authority do the update upon the Township's authorization. Mr. Nolan related that he spoke to the Borough Engineer who said that he did not see any reason why the Borough would refuse to participate. Mr. Nolan stated that the initial Act 537 plan excluded the on-lot areas. Mr. Nolan recommended that the Authority not get involved in planning for the non-sewered areas (areas likely to never be sewerred). The Authority does not want to be sampling wells.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Campbell to participate in Act 537 Planning for the municipalities. The Motion was unanimously **ADOPTED**.

The Board moved into Executive Session at approximately 5:36 PM to discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the discovery of information protected by law and to consult with an attorney regarding information or strategy in connection with issues on which an identifiable complaint is or can be expected to be filed by DEP in connection with Correspondence from DEP dated January 27, 2023. The Board returned to its regular session at approximately 5:45 PM.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Hagey to authorize ARRO/CKS Engineers to undertake the investigation and design work necessary to keep the Plant in compliance with its permit. The Motion was unanimously **ADOPTED**.

There was continued discussion about the new rental equipment, crumbling structural equipment, the structural engineer visiting the aerator sites and the taking of delivery of a new set of

shafts and disks.

Mr. Schmidt stated that he would like to seek promotion of an employee to lead man.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Nuesch to promote an operator to the lead position. The Motion was unanimously adopted.

Mr. Schmidt is seeking permission to hire another maintenance mechanic because of an impending retirement.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Evans to hire another operator. The Motion was unanimously **ADOPTED**.

Mr. Hagey stated that he was looking to solve the violations cited by DEP. He urged that the Authority must get ahead of the violations. He believes the Authority is having mechanical problems, so the Authority needs someone to stay ahead of the mechanical problems as best we can. Mr. Hagey recommended a maintenance department to focus on maintenance issues.

Mr. Schmidt did not agree with this suggestion. He contended that having 3 or 4 more people who do maintenance only would not work well for the Authority because the Plant employees need to be available to do any job 24 hours a day.

Mr. Evans stated that it was his opinion that the Authority is reacting very slowly to problems when they are encountered. Mr. Evans stated that he does not know if Mr. Hauser needs someone to help him but we need to react quicker.

Mr. Schmidt stated that the Authority could have reacted quicker when equipment started to temporarily break a few years ago.

Mr. Cameron stated that logistics was part of the problem. Mr. Schmidt agreed with that.

Mr. Hagey stated that the list of violations is extensive, not just aerator problems.

Mr. Schmidt stated that the Authority has not had a violation since June, until the recent violation in February.

Mr. Cameron stated that sampling was not done or missed.

Mr. Schmidt stated that things were overlooked that should not have happened. The Authority did not do sampling for two weeks after a tropical storm when the sampler was destroyed.

Mr. Sullivan asked how Mr. Hauser was as a delegator. Mr. Schmidt stated that he thinks he (Mr. Hauser) can work with the lead man to correct problems.

Mr. Evans stated that all of us have a responsibility to make the plant run within permit. If people are not doing things they need to hear it. It may need a meeting with everyone in the Plant. Mr. Evans stated that he would rather spend money on improvements than on penalties.

Mr. Hagey stated that the Authority has to have the mentality to make permit. Every year the authority had some of the same violations.

Mr. Schmidt discussed the laboratory transition.

Mr. Evans called for an Executive Committee meeting within the next two weeks to brainstorm with Mr. Schmidt. Mr. Cameron will not be available for the Meeting. Mr. Evans asked Mr. Sullivan to substitute for Mr. Cameron.

Mr. Schmidt next reported that he will be attending a New Britain Township meeting on

March 20.

Mr. Schmidt requested the submission of financial forms by the next meeting.

Mr. Schmidt reported that he expects the Dukes I&I Study report to be forthcoming soon.

Mr. Schmidt reported that the Authority is receiving a biosolids award from PWEA.

The next PMAA Regional dinner will be May 4. It will be held at Pinecrest.

ENGINEER'S REPORT – Joseph Nolan

Mr. Nolan reported on the progress of the Pump Station No. 4 Project. The Budget is 41.5% expended. \$1.18M in construction has been completed. Contractor is doing easement clearing. Work is proceeding. The Contractor is encountering dirt (instead of rock) along Barry Road at this time. The Contractor is coordinating with the Authority Engineer.

SOLICITOR'S REPORT- Joseph Bagley

Mr. Bagley reviewed the proposed Sewer Use Ordinance with the Board. He recommended changes to the section on inspection of laterals which he and Mr. Schmidt will work on. He suggested that any Board member with questions or comments should email them to him (Mr. Bagley).

TREASURER'S REPORT- Timothy Hagey

Mr. Hagey reported that the Total Disbursements for the month amounted to \$883,735.47 and he recommended approval to pay the bills.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to approve the Total Disbursements for the month of \$883,735.47. The Motion was unanimously **ADOPTED**.

OTHER BUSINESS

The Meeting scheduled for March 28 will be held. The 9-Month Budget Report will be considered at that time.

ADJOURNMENT

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

The meeting was adjourned at approximately 6:44 PM

Respectfully submitted,

Joseph M. Bagley, Solicitor
and Recording Secretary