

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY
BOARD MEETING MINUTES

September 12, 2023

The meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on September 12, 2023 in the Authority's meeting room.

Present: William Evans, Chairman;; Lawrence Nuesch, Secretary; Timothy Hagey, Treasurer; Preston Campbell, Assistant Secretary; Michael Sullivan, Assistant Treasurer. Also present: Matt Warfel, Engineer; John Schmidt, Executive Director; Tom Hauser, Superintendent; and Rich Heverly, Collection System Supervisor. Donald Cameron, Vice Chairman, and Joseph Bagley, Solicitor, were absent.

Mr. Evans opened the meeting at 5:00 p.m.

MINUTES

MOTION: It was **MOVED** by Mr. Nuesch and **SECONDED** by Mr. Hagey to adopt the minutes of the meeting of August 8 and August 22 as distributed to the Board. The Motion was unanimously adopted.

REPORTS OF OFFICERS

Mr. Evans reported his receipt of a resignation letter from the Executive Director.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Sullivan to accept the Executive Director's resignation. The Motion was unanimously adopted.

Mr. Evans also requested consideration of and approval of a Separation Agreement and General Release with the Executive Director. Mr. Evans gave a brief presentation to the Board regarding the content of the Agreement, which includes Mr. Schmidt serving as Interim Executive Director until a replacement has been hired, and providing assistance with the transition.

MOTION: It was **MOVED** by Mr. Sullivan and **SECONDED** by Mr. Hagey to approve the Separation Agreement and General Release with the Executive Director. The Motion was unanimously adopted.

Mr. Evans then thanked Mr. Schmidt for his many accomplishments and 45 years of service to the Authority and the community.

COMMITTEE REPORTS

There were no Committee Reports presented.

SUPERINTENDENT'S REPORT

Mr. Hauser presented the Superintendent's Report which had been previously provided to the Board. In response to a question, Mr. Hauser reported on problems with some of the repaired equipment that has recently been received, one of which involved an important gearbox necessary for startup of one of the aerators. He is working through the issues with the vendors and expects it to be running by the weekend.

In regard to the Collection System portion of the report, Mr. Hagey asked who Genesee Valley is. Mr. Heverly responded that they are a sub-contractor of Performance Pipelining (PPI) that does the main line sliplining for them. Mr. Heverly also reported on the status of the Brittany Drive lining project, and that all of the main line work has been completed. All that remains is lining of the laterals.

A question was also asked about the status of the Dukes I&I study. Mr. Schmidt reported that everything is now complete. Further discussion ensued regarding what benefits we may get from the report and how it will be used to direct our future I&I repair work.

PUBLIC COMMENT

No members of the public were present.

EXECUTIVE DIRECTOR'S REPORT – John Schmidt

Mr. Schmidt presented a Budget Report which included both the fiscal year-end figures for 2022-23, and also three-month revenues and expenses of fiscal year 23-24. Mr. Schmidt asked for any questions to which there were none. In regard to the Budget, Mr. Schmidt reported that the \$3 Million construction loan for the Pump Station #4 project is now fully borrowed upon. All additional expenses for the project will come from our Fund 3 reserves.

Mr. Schmidt reported that the appointment terms of Mr. Evans and Mr. Campbell are expiring at the end of this year; and he will be sending notifications to the Borough and Township.

Mr. Schmidt reported that the Auditors will be scheduled to present their annual report at the October Board Meeting.

ENGINEER'S REPORT – Matthew Warfel

Mr. Warfel reported on the progress of the Pump Station No. 4 Project. Pact One has completed all the pipeline work and final paving. Their only remaining work will happen after the startup of the Pump Station. Doli Construction and Eastern Environmental have both been on site recently performing the general and electrical construction work for the Pump Station. Mr. Warfel discussed the fact that the construction completion deadline for these two contracts is September 27.

Mr. Warfel reported Pact One has submitted Change Order #2 for a total of \$158,118.06. Pay Estimate #8 presented tonight in the amount of \$196,620.40 includes the Change Order. In response to questions from Mr. Hagey and Mr. Sullivan regarding the nature and high dollar amount of the Change Order, there was considerable discussion, and responses were given by Mr. Heverly and Mr. Warfel.

MOTION: It was **MOVED** by Mr. Sullivan and **SECONDED** by Mr. Campbell to approve Change Order #2 for Pact One. The Motion was unanimously adopted.

Mr. Warfel reported that Doli Construction has submitted their Pay Estimate #1 for payment in the amount of \$49,397.25.

In regard to the Act 537 Planning, a meeting with the Borough is now scheduled for this Thursday morning.

Regarding the Plant Upgrade project, Mr. Warfel reported that the proposed aeration systems have now been ordered, and the Permit Application for that part of the project is expected to be submitted to the DEP by next week. Other design engineering, including structural and electrical, is proceeding.

SOLICITOR’S REPORT- Joseph Bagley

Mr. Bagley was not in attendance.

TREASURER’S REPORT- Timothy Hagey

Mr. Hagey reported that the Total Disbursements for the month amounted to \$997,713.71 and he recommended approval to pay the bills.

MOTION: It was **MOVED** by Mr. Campbell and **SECONDED** by Mr. Evans to approve the Total Disbursements for the month of \$997,713.71. The Motion was unanimously adopted.

OTHER BUSINESS

Mr. Sullivan reported that advertisements for the Executive Director position have been sent to various trade associations for publishing on their respective websites.

There was a consensus of the Board to cancel the scheduled meeting of September 26.

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 5:55 PM.

Respectfully submitted,

John E. Schmidt
Executive Director