

**CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY**

**BOARD MEETING MINUTES**

**August 13, 2024**

The meeting of the Chalfont-New Britain Township Joint Sewage Authority Board was held on August 13, 2024 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®) and Michael Sullivan, Assistant Treasurer. Also present: John Larson, Executive Director; Joseph Bagley, Solicitor; Rich Heverly, Collection System Supervisor; Lew Christy, Plant Superintendent; and Sophia Vitoroulis, Director of Finance.

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

**MINUTES**

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Sullivan to adopt the minutes of the meeting of July 9, 2024. The Motion was unanimously adopted.

**PUBLIC COMMENT**

There was no public comment.

**REPORTS OF OFFICERS**

No reports of Officers were presented.

**COMMITTEE REPORTS**

The Executive Committee met about the engineer of record. The Committee recommends that Herbert Rowland and Grubic, Inc. ("HRG") become the engineer of record.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Sullivan to appoint HRG the engineer of record. The Motion was unanimously adopted.

**SUPERINTENDENT'S REPORT-Lew Christy**

The Superintendent's written report has a new look. Mr. Christy reported that he is working with Rich and John Larson to get up to speed on Plant maintenance. There is a lot to be ironed out. The eyewash stations at the Plant are back in service. The main Plant generator and the influent pump generator were both serviced with oil changes. Mr. Christy reported that he is getting quotes to repair the coolant leak on the main Plant generator.

Mr. Evans reported good feedback from an Authority employee about recent personnel changes at the Plant. Mr. Evans also expressed satisfaction with Mr. Heverly.

## **COLLECTION SYSTEM SUPERVISOR' REPORT-Rich Heverly**

Mr. Heverly reported that summer help has assisted in clearing easements. He stated that it was the first time in 30 years that easements have been maintained. 73 manholes were located (using measuring wheels and a metal detector) and a 10-foot wide swath was cleared from manhole to manhole. No large-scale I & I problem has been found so far. Mr. Heverly reported that flow metering will be tackled next.

A question was asked by the Board about clearing by Patriots Drive. Mr. Heverly responded that such clearing was undertaken and the residents were not aware that the easement went through their property. It was suggested that residents be notified in the future prior to clearing.

## **DIRECTOR OF FINANCE REPORT-Sophia Vitoroulis**

Ms. Vitoroulis and Mr. Larson participated in eight (8) demonstrations of financial software and they will be seeking to contract with one of the vendors in the near future. They are also seeking new IT consultants in the near future.

## **EXECUTIVE DIRECTOR'S REPORT- John Larson**

Mr. Larson reported that a safety deposit box at Univest has been identified and will be opened as soon as the Board authorizes Mr. Larson to access the box.

**MOTION:** It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to remove John Schmidt and Phyllis Frey as authorized users and authorize Mr. Larson to have access to the Authority's safe deposit box at Univest. The Motion was unanimously adopted.

Mr. Larson reported that Mr. Mazzeo previously purchased two (2) EDUs for two (2) parcels on Curley Mill Road. He previously sought and obtained a refund for the larger parcel and he has subsequently decided to not connect the smaller parcel for which an EDU was also purchased. By not proceeding to connect either parcel, he is also now seeking to have his escrow returned.

**MOTION:** It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Nuesch to authorize the return of the tapping fee for one (1) EDU to Mr. Mazzeo and to also return his escrow and close the account. The Motion was unanimously adopted.

Mr. Larson reported that a payment application for PPI has been received in the amount of \$42,962.85. They have completed their work excerpt for two manholes.

**MOTION:** It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to pay the payment application of Performance Pipelining in the amount of \$42,962.85. The Motion was unanimously adopted.

Mr. Larson presented the proposed Resolution entitled "Revision to the Authority's Capacity Part and Collection Part of the Tapping Fee in Compliance with Act 57 of 2004". The proposed Resolution has previously been distributed to the Board for review and there has been previous public discussion about revising the tapping fee.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Campbell to adopt Resolution No. 2024-5 revising the Authority's tapping fee. The Motion was unanimously adopted.

Upon recommendation of the Solicitor, the Board considered formally discontinuing its relationship

with ARRO/CKS.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to discontinue the Authority's contractual relationship with ARRO/CKS. The Motion was unanimously adopted.

Mr. Larson reported that the Authority is proceeding with the HRG evaluation of the BLOWIN modelling which is estimated to take 3-6 months. At the same time the Authority is rehabilitating the clarifiers and UV system, pumps to feed ferrous chloride. There was a general discussion about ferric versus aluminum chloride. There will be centrifuge training of personnel at the end of the month.

**SOLICITOR'S REPORT- Joseph Bagley**

Mr. Bagley reported that he has reached out to the Borough about the draft Sewer Use Ordinance and expects to hear back by the end of the week.

**TREASURER'S REPORT- Timothy Hagey**

Mr. Hagey reported that based upon the Financial Report and the Bill List he recommended the payment of the Total Disbursements of \$457,595.89.

**MOTION:** It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Sullivan to approve the Total Disbursements for the month of \$457,595.89. The Motion was adopted unanimously.

A consensus of the Board was reached that a second Board Meeting in August is unnecessary.

**ADJOURNMENT**

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

The meeting was adjourned at approximately 5:30 PM

Respectfully submitted,

  
Joseph M. Bagley, Solicitor  
and Recording Secretary