

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY
BOARD MEETING MINUTES

April 9, 2024

The meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on April 9, 2024 in the Authority's meeting room.

Present: Donald Cameron, Vice Chairman; Lawrence Nuesch, Secretary; Preston Campbell, Assistant Secretary; Michael Sullivan, Assistant Treasurer, and Timothy Hagey, Treasurer. Also present: John Larson, Executive Director; Joseph Bagley, Solicitor; Matt Warfel, Engineer; Thomas Hauser, Plant Superintendent; and Rich Heverly, Collection System Supervisor. Mr. Evan Riddington, of Arthur Hall Insurance was also present. Mr. Evans, Chairman, was absent.

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

MINUTES

MOTION: It was **MOVED** by Mr. Sullivan and **SECONDED** by Mr. Nuesch to adopt the minutes of the meeting of March 12, 2024 as distributed to the Board. The Motion was unanimously adopted.

PUBLIC COMMENT

No members of the public were present.

Mr. Riddington, Account Executive, of Arthur Hall Insurance made a presentation on current coverages, exclusions and gaps in coverage of the Authority. There was discussion about cyber insurance, crime coverage, exclusions, increasing coverages, equipment breakdown, "wear and tear", sewer backup coverage, flood insurance, and a pre-renewal strategy. The current insurer is Selective. A consensus was reached that Mr. Riddington would obtain quotes for renewals of insurance and for new insurance coverage (for supposed coverage deficiencies) by the May 14 meeting of the Board. Mr Sullivan added that if Mr. Larson believes we have a known liability, we need to address it.

REPORTS OF OFFICERS

No reports of officers were presented.

COMMITTEE REPORTS

Mr. Cameron called for an executive session regarding personnel at the end of today's Meeting.

There was a consensus reached that there was no need for a second Board meeting in April.

SUPERINTENDENT'S REPORT-Thomas Hauser

Mr. Hauser conceded an error last month in missing the filing deadline of the DMR with DEP. He stated that it does not happen often. He stated that it was a wet month in terms of flows.

COLLECTION SYSTEM SUPERVISOR-Rich Heverly

Mr. Heverly discussed an SSO in Brittany Farms. A question was asked about whether the lateral relining by PPI was based upon the Dukes Study and Mr. Heverly confirmed that the PPI work was based upon such Study. He further confirmed that laterals in Brittany Farms were relined within two feet of the mains. He recommended that side streets in Brittany Farms need to be addressed next. There is a need for flow metering of the side streets according to Mr. Heverly. Questions were asked about the flows during the Dukes Study and Mr. Heverly confirmed that there was indeed wet weather during the Study.

EXECUTIVE DIRECTOR'S REPORT- John Larson

Mr. Larson presented the Tri-Party Financial Agreement of Hallmark Homes (84 Schoolhouse) for acceptance.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to accept and execute the Tri-Party Financial Agreement with Hallmark Homes on behalf of the Authority. The Motion was unanimously adopted.

Mr. Larson next reported that Mr. Bradley Petty of 304 Sellersville Road wished to close his escrow account as he will not be proceeding with the purchase of an EDU at this time.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to close the escrow account for 304 Sellersville Road. The Motion was unanimously adopted.

Mr. Larson next presented the requested reduction of the escrow for Foxlane Homes for the Highpoint Drive Development. The Contractor has completed the force main upgrade at Pump Station 7 and is requesting that the Authority accept it as substantially complete. While other work remains to be completed before the system will be dedicated, the force main is substantially complete and in use at this time. Mr. Larson recommended that the escrow account be reduced by 10% and \$3,456.00 be returned to the developer.

MOTION: It was **MOVED** by Mr. Campbell and **SECONDED** by Mr. Nuesch to authorize reduction of the escrow account for the Highpoint Drive Development.

Mr. Larson next presented the proposal of ARRO/CKS to perform an evaluation of the tapping fee which had been distributed to the Board prior to the Meeting.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Sullivan to accept the proposal to calculate tapping fees for \$3200. The Motion was unanimously adopted.

Mr. Larson requested comment on the 2024/25 Preliminary Budget distributed to the Board prior to the Meeting. There was a question about a new electrical rate starting this year which Mr. Larson confirmed.

Mr. Larson next reminded the Board of a PMAA Region 1 Spring Meeting scheduled for April 25.

ENGINEER'S REPORT-Matthew Warfel

Mr. Warfel presented the Final Pay Application of PACT One for the Pump Station No. 4 Project and he recommended payment of the \$95,815.48 amount. There is still some permitting work that needs to be worked out. The Application will be addressed in the bill list.

Mr. Warfel next reported that a Chapter 94 Report was prepared for the Authority and no surcharges resulted the past year.

SOLICITOR'S REPORT- Joseph Bagley

Mr. Bagley had nothing to report. A question was asked about the BCW&SA amendment and it was discussed that that issue was not a priority at this time.

TREASURER'S REPORT- Timothy Hagey

Mr. Hagey presented the final bill list of the Authority dated April 9. Mr. Hagey reported that the Total Disbursements for the Month amounted to \$610,072.86 and he recommended approval to pay the bills.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Sullivan to approve the Total Disbursements for the month of \$610,072.86. The Motion was adopted unanimously.

OTHER BUSINESS

There was a consensus of the Board reached (above) to cancel the proposed meeting scheduled for April 23.

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

The Board immediately adjourned to an executive session about personnel and matters which if discussed in public would violate a lawful privilege.

Respectfully submitted,



**Joseph M. Bagley, Solicitor
and Recording Secretary**