

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

February 10, 2026

The meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on February 10, 2026 in the Authority's meeting room.

Present: Willam Evans, Chairman; Donald Cameron, Vice Chairman; Timothy Hagey, Treasurer; Greg Hood, Assistant Treasurer; Lawrence Nuesch, Secretary; and Michael Sullivan, Assistant Secretary. Also present: John Larson, Executive Director; Joseph Bagley, Solicitor; Josh Fox, Engineer; Rich Heverly, Collection System Supervisor; Lew Christy, Plant Supervisor; and Sophia Vitoroulis, Director of Finance.

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

PLEDGE OF ALLEGIANCE

Mr. Hood led the meeting in reciting the Pledge of Allegiance.

MINUTES

MOTION: It was **MOVED** by Mr. Nuesch and **SECONDED** by Mr. Hagey to adopt the minutes of the meeting of January 13, 2026 as distributed to the Board. The Motion was unanimously adopted.

PUBLIC COMMENT

There was no public comment.

REPORTS OF OFFICERS

There were no reports from Officers.

COMMITTEE REPORTS

There were no Committee reports presented.

DIRECTOR OF FINANCE REPORT-Sophia Vitoroulis

Ms. Vitoroulis reported a gross profit of -\$215,214.91 through January 2026, explaining that that figure includes \$25,000 in investment income not yet received and \$558,396 in an operating payment from BCW&SA not yet received.

In terms of the delinquency report, Mr. Bagley explained the current status of the litigation involving 18 Sunnybrook Drive and 27 Woodside Avenue.

PLANT SUPERVISOR'S REPORT -Lew Christy

Mr. Christy reported that the Plant met all permit parameters for the month of January. The Plant experienced freezing issues with the cooling tower for the dryer and a polymer line to the aeration ditch. A Board question was asked about heating the polymer line and Mr. Christy responded that the line had not been used for some time and that there is a heating trace for the line that would have addressed it if it had been running. Mr. Christy reported that Anoxic/Aerobic

Tanks A & B were aerated to see if Dissolved Oxygen levels above 0.5 mg/L could be obtained. 1.2 mg/L was obtained. This was in anticipation of operating A & B tanks with DO levels above 1.0 mg/L during Phase II of construction next year. It was also reported that the vactor truck and high-pressure water was used to break up a large buildup of excess polymer in the main pump station. A question was asked about the source of the polymer and it was confirmed that buildup was from the centrifuge.

COLLECTION SYSTEM SUPERVISOR'S REPORT-Rich Heverly

Mr. Heverly reported that a check valve at Pump Station No. 6 was replaced. Testing inspections on Birch Run (behind the Wawa) were completed for 38 townhomes. The "Year End" Report was completed. Personnel repositioned the flow sensor on Basin #6 because of a wet weather event and recalibrated some of the flow meters.

ENGINEER'S REPORT-JOSHUA FOX

Mr. Fox reported that the next DEP milestone is advertising of the Phase II Improvement Project for public bidding by March 1 which is on track to be accomplished by February 26. The next deadline after that is March 20 for a progress report.

In terms of the Phase I Improvements, a crane is now onsite. There has been equipment and concrete demolition by the General Contractor. Not all equipment has been delivered and not all as specified. The manufacturer, Guardian, is working with the General Contractor and the Authority to correct this. There is a recommendation not to pay Schipsi at this time which will be discussed by Mr. Larson.

Work on the design for Phase II is still proceeding. The site visits by Mr. Fox and Mr. Larson to Liberty, New York and Wheaton, IL took place to view Binder Group and Xylem aeration control systems. The Binder Group was selected as the basis of design by the Staff and the Xylem OSCAR Controls will be an alternate add/deduct in the bidding process. Mr. Fox believes that the Phase II Project is still on target to commence advertising for public bids by March 1.

Mr. Fox anticipates completion of the NPDES permit renewal by the end of the month.

Mr. Fox has received materials submittals from Flagship Car Wash but no approved plan.

Mr. Fox is pleased to report that the Authority was awarded a CFA Small Water and Sewer Grant of \$244,273 for a project that includes SCADA work at the pump stations.

EXECUTIVE DIRECTOR'S REPORT- John Larson

Mr. Larson presented the Westview Square Developer's Agreement. He provided background on the recent updating of the Developer's Agreement, and he recommended approval of the document attached to the Agenda.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to approve for signature the Westview Square Developer's Agreement. The Motion was adopted 5-0 as Mr. Sullivan temporarily stepped out of the Meeting.

Mr. Larson next presented the Westview Square Tri-Party Agreement. He provided background on the need for a Tri-Party Agreement which includes the financial institution the Developer is using for the Project for an escrow agent. He recommended approval of the document attached to the Agenda.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve for

signature the Westview Square Tri-Party Agreement. The Motion was adopted 5-0 as Mr. Sullivan temporarily stepped out of the Meeting.

EXECUTIVE SESSION: The Board moved into Executive Session at approximately 5:19 PM to discuss matters which if discussed in public would violate a lawful privilege. The Board moved out of Executive Session at approximately 5:22 PM.

The Application for Payment Phase I Improvements was deferred.

Mr. Larson reported on efforts to obtain software for the Authority for enterprise asset management (EAM). Typical EAM software is reported to be costly. Mr. Larson suggests an approach to adapt GIS software to use as EAM software. Pump Station #4 will be used as a test bed. HRG has presented a proposal for equipment cost and replacement cost not to exceed \$18,500 for GIS software adaptation.

MOTION: It was **MOVED** by Mr. Nuesch and **SECONDED** by Mr. Cameron to approve HRG's February 5, 2026 Proposal for a price not to exceed \$18,500.

Mr. Hood asked certain questions about the historical existence of asset management at the Authority and about reserve accounts. Mr. Larson responded that historically, the Authority was not proactive about asset management, and this effort is the beginning of an effort to turn the page on that issue. Ms. Vitoroulis answered his question about reserve funds and capital payments by BCW&SA.

Mr. Sullivan congratulated HRG on obtaining the Grant for the Authority.

Mr. Larson was thanked for distributing the Sewer Rate Talking Points.

SOLICITORS REPORT-Joseph M. Bagley

Mr. Bagley presented a refresher on the Public Official and Employee Ethics Act and the Municipality Authorities Act (ethics portion). Discussion included "conflicts of interest", contracts which are prohibited, examples of violations of the Acts, and the prohibition against exerting improper influence. He noted the inclusion of employees who exercise discretion or judgment. He discussed the opportunity to obtain an opinion from the Solicitor and the result of doing so.

The possibility of taking another tour of the Plant in light of the recent construction was raised by the Chairman. A consensus was reached to schedule such a tour before the April Board meeting.

Following the Ethics presentation, Mr. Larson announced an administrative policy to bring any future issues involving a Board member or their family business seeking a reimbursement for excess water to the Board level for a public vote.

TREASURER'S REPORT- Timothy Hagey

Mr. Hagey reported that the Total Disbursements for the month amounted to \$426,459.96 and he recommended approval to pay such.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Sullivan to approve the Total Disbursements for the month amounting to \$426,459.96. The Motion was unanimously adopted.

OTHER BUSINESS

There was a consensus to cancel the meeting scheduled for February 24.

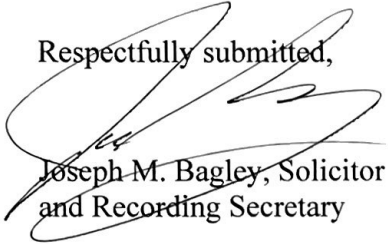
ADJOURNMENT

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

The meeting was adjourned at approximately 5:57 PM

A 4:30 PM tour will precede the April Board Meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Bagley', is written over the typed name. The signature is fluid and cursive, with a large loop at the end.

Joseph M. Bagley, Solicitor
and Recording Secretary