

**D R A F T**

**MINUTES OF THE REGULAR MEETING  
DECEMBER 10, 2015  
BEDMINSTER MUNICIPAL AUTHORITY**

The regular December 10, 2015 meeting of the Bedminster Municipal Authority was called to order at 5:00 p.m. by Chairman Jay Heacock. The following Board members were present: Chairman Jay Heacock, Vice Chairman Joseph Guagno, Secretary Craig Trauger, Assistant Secretary/Treasurer Lou McKay and member Lawrence Longacre were excused from attendance.

Also present at the invitation of the Board were the following:

Michael Sullivan, Administrator/Operator  
Jonathan Reiss, Esq., Grim, Biehn & Thatcher  
Patrick DiGangi, P.E., CKS Engineers

Mr. Sullivan announced that this is a duly advertised meeting as evidenced in the proof of publication provided in the meeting packet.

**MINUTES**

Upon motion of Mr. Trauger, seconded by Mr. Guagno, the Board approved the minutes of the October 28, 2015 board meeting 4-0.

**PUBLIC COMMENT**

- A. Confirmed Appointments – None
- B. From the Floor – There was no public comment.

**FINANCIAL REPORT**

The Authority Administrator referred the Board to the reports contained in the meeting packet. The Board generally reviewed the various reports including the income and expense year to date numbers.

**TREASURER'S REPORT**

1. Mr. Sullivan read the Treasurer's Report, dated December 7, 2015. Mr. Sullivan noted that the total for the bill payment list is higher due to the previously approved payment for the replacement VFD for the water booster station. A motion was made by Mr. Trauger, seconded by Mr. Guagno to approve the Treasurer's Report of - \$143,958.32 (Pennland Farms - \$14,962.91 Estates at Deep Run Creek \$9,439.21). The motion passed with a 3-0 vote.

Since the December 24, 2015 Authority Board meeting has been cancelled, Mr. Trauger moved to authorize two Board members to review and sign the month end checks for December. Mr. Guagno seconded the motion which passed unanimously. Mr. Sullivan will include these items in a separate bill payment list at the January 28, 2016 to be ratified by the entire Board.

## **SOLICITOR'S REPORT**

### **Authority Business**

Mr. Reiss referred the Board to his written report.

### **Developments**

Mr. Reiss referred the Board to his written report.

## **ENGINEER'S REPORT**

### **Authority Projects**

The Authority's Engineer generally reviewed the projects within the written engineering report.

**Stonebridge I&I Project** – Mr. DiGangi provided an update to the Board on the project. He noted that he recently met with the Board of Supervisors to provide information related to the project.

### **Developments**

Mr. DiGangi reviewed his report with the Board.

**Operations Report** – Mr. Sullivan referred the Board to the written reports contained in the meeting packet. He informed the Board that the previously approved purchase of the Variable Frequency Drive for the water booster station has been reviewed by Mr. Guagno and the unit has been ordered. The delivery is expected in six to eight weeks.

Mr. Sullivan also reported that there were two water service line leaks and a sewer blockage on Wigton Circle that were unrelated to the recent construction.

## **AUTHORITY REPORT**

### **General Matters/Administrative/Operations/**

Mr. Sullivan reported there is no new business to discuss.

**CHAIRMAN'S MINUTE**

**Adjournment** – There being no further business, the Board, upon motion of Mr. Guagno, seconded by Mr. Trauger and with a 3-0 aye vote, adjourned at 5:20 p.m.

Respectfully submitted,

BY: \_\_\_\_\_  
Bedminster Municipal Authority