

MINUTES OF THE REGULAR MEETING
January 26, 2017
BEDMINSTER MUNICIPAL AUTHORITY

The regular January 26, 2017 meeting of the Bedminster Municipal Authority was called to order at 7:30 p.m. by Chairman Jay Heacock. The following Board members were present: Vice Chairman Joseph Guagno and Secretary Craig Trauger. Treasurer Robert Bender and Assistant Secretary/Treasurer Lou McKay were excused from attendance.

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

Michael Sullivan, Private Utility Enterprises, Inc.
Jonathan Reiss, Esq., Grim, Biehn & Thatcher
Patrick DiGangi, P.E., CKS Engineers
Richard Shilling, Township Manager

Reorganization – Mr. Heacock announced that this was a duly advertised meeting as evidenced by the publication certification from the Intelligencer. He then turned the meeting over to Mr. Sullivan, Chairman Pro Tem. Mr. Sullivan opened up the Reorganization meeting inviting nominations for officers of the Authority. The following nominations were made:

Chairman – Nomination of Jay Heacock by Mr. Trauger, seconded by Mr. Guagno

Vice-Chairman – Nomination of Joseph Guagno by Mr. Trauger, seconded by Mr. Guagno

Secretary – Nomination of Craig Trauger by Mr. Guagno, seconded by Mr. Trauger

Treasurer – Nomination of Robert Bender by Mr. Trauger, seconded by Mr. Guagno

Assistant Secretary/Treasurer – Nomination of Lou McKay by Mr. Trauger, seconded by Mr. Guagno

Open Records Officer - Nomination of Craig Trauger by Mr. Guagno, seconded by Mr. Trauger

Mr. Trauger then moved to close the nominations and cast the ballot for the slate of officers as presented. The motion was seconded by Mr. Guagno and carried by a 3-0 unanimous vote. The remainder of the reorganization meeting was conducted by Chairman Heacock.

Mr. Heacock opened up the floor for nominations of the Professional Staff.

Solicitor – Nomination of Jonathan Reiss of Grim, Biehn & Thatcher by Mr. Trauger, seconded by Mr. Guagno and passed by a 3-0 aye vote

Engineer – Nomination of Patrick DiGangi of CKS Engineers by Mr. Trauger, seconded by Mr. Guagno and passed by a 3-0 aye vote

Certified Public Accountant – Auditor – Nomination of Cathy Seiler of Brinker Simpson LLC by Mr. Trauger, seconded by Mr. Guagno and passed by a 3-0 aye vote

Operations/Administrative Consultant – Nomination of Private Utility Enterprises, Inc. by Mr. Trauger, seconded by Mr. Guagno and passed by a 3-0 aye vote

Mr. Trauger then moved to close the Reorganization Meeting and convene the regular monthly meeting of the Authority Board. The motion was seconded by Mr. Guagno and carried by a 3-0 aye vote.

MINUTES

Upon motion of Mr. Guagno, seconded by Mr. Trauger, the Board approved the minutes of the December 6, 2016 board meeting 3-0.

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 review the reports contained in the meeting packet.

The 2016 Audit is underway. The presentation to the Board is expected at the March 2017.

TREASURER'S REPORT

1. Mr. Sullivan read the December bill list. A motion was made by Mr. Trauger, seconded by Mr. Guagno to ratify the Treasurer's Report #1 and bill payment list of - \$52,9483.79 (Pennland Farms - \$10,978.10 Estates at Deep Run Creek \$4,582.15). The motion passed with a 3-0 vote.
2. Mr. Sullivan read the Treasurer's Report, dated January 26, 2017. A motion was made by Mr. Trauger, seconded by Mr. Guagno to approve the Treasurer's Report of - \$131,861.93 (Pennland Farms - \$10,119.61 Estates at Deep Run Creek \$3,426.09). The motion passed with a 3-0 vote.

SOLICITOR'S REPORT

Authority Business

Mr. Reiss referred the Board to his written report.

Resolution 2017-01 – Identity Theft - Upon motion of Mr. Guagno, seconded by Mr. Trauger, the Board approved Resolution 2017-01 by a 3-0 vote.

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 with the Board.

1. Linwood- Rice Tract Escrow Release #2 – A motion was made by Mr. Guagno, seconded by Mr. Trauger to approve the Linwood – Rice Tract escrow release #2 in the amount of \$20,440.00. The motion passed with a 3-0 vote.
2. Stonebridge Sewer Replacement Project CO #2 – A motion was made by Mr. Guagno, seconded by Mr. Trauger to approve Change Order #2 in the amount of \$15,092.82 for the Stonebridge Sanitary Sewer Replacement Project. The motion passed with a 3-0 vote.
3. Stonebridge Sewer Replacement Project – Pay Estimate #6 (Final) – A motion was made by Mr. Guagno, seconded by Mr. Trauger to approve the final pay estimate #6 in the amount of \$41,029.69 for the Stonebridge Sanitary Sewer Replacement Project. The motion passed with a 3-0 vote.
4. Bedminster WWTP Influent Pumping Station SCADA Integration - A motion was made by Mr. Guagno, seconded by Mr. Trauger to approve the Bedminster WWTP Influent Pumping Station SCADA Integration proposal from Integrated Controls Incorporated (ICI) as presented in the amount of \$18,737.00. The motion passed with a 3-0 vote.
5. Weiss Market- Mr. DiGangi provided an update to the Board. CKS Engineers received revised plans from Weiss. The initial review letter was mailed to Weiss December 22, 2014.
6. Sanitary Sewer Trapping Fees – Calculation Update - Mr. DiGangi provided an update to the Board. A motion was made by Mr. Guagno, seconded by Mr. Trauger to Authorize the Water Tapping Fee Calculation. The motion passed with a 3-0 vote.

Operations Report – Mr. Sullivan reviewed his report with the Board. And noted that there was a recent inspection of the facilities by the PA. DEP with no noted problems or issues.

AUTHORITY REPORT –

General Matters/Administrative/Operations

2016 Ethics Forms – Forms were distributed to the Board Members and professionals.

Contract for Professional Services – A motion was made by Mr. Guagno, seconded by Mr. Trauger to approve the Professional Service Agreement with John Garis Homes, Inc for two lots as indicated in the agreement. The motion passed with a 3-0 vote

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 8:10 p.m.

Respectfully submitted,

BY: _____
Bedminster Municipal Authority