

**MINUTES OF THE REGULAR MEETING**  
**July 22, 2015**  
**BEDMINSTER MUNICIPAL AUTHORITY**

The regular July 22, 2015 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: Chairman Jay Heacock, Vice Chairman Joseph Guagno, Secretary Craig Trauger, and Assistant Secretary/Treasurer Lou McKay. Treasurer Larry Longacre was 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

**MINUTES**

Upon motion of Mr. Trauger, seconded by Mr. Guagno, the Board approved the minutes of the June 24, 2015 board meeting 4-0.

**PUBLIC COMMENT**

- A. Confirmed Appointments – Christopher Gibbons, Concord Financial Advisors.

Mr. Gibbons, Concord Financial Advisors presented to the Board, potential refinance and borrowing options with the Board.

A motion was made by Mr. Guagno, seconded by Mr. Trauger to approve proposal from First Nation Bank of Newtown in the principal amount of \$4,000,000 as presented by Mr. Gibbons, Concord Financial Advisors. They chairman called for a roll call vote whereby each member of the board answered with an Aye vote. The motion passed unanimously.

- B. From the Floor –

Resident, Janet Zofchak requested a reprieve from penalties and interest on her Water and Sewer bill. The Board discussed the account history. A motion was made by Mr. McKay, seconded by Mr. Trauger to approve the payment arrangement as outlined by the Solicitor. The motion passed with a 4-0 vote.

**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 followed by a motion by Mr. Mr. Trauger to approve the financial report, seconded by Mr. Guagno. The vote passed with a 4-0 vote

## **TREASURER'S REPORT**

1. Mr. Sullivan read the Treasurer's Report, dated July 22, 2015. A motion was made by Mr. Trauger, seconded by Mr. Guagno to approve the Treasurer's Report of \$85,267.83 (Pennland Farms - \$11,784.63 Estates at Deep Run Creek \$4,844.88). The motion passed with a 4-0 vote.

## **SOLICITOR'S REPORT**

### **Authority Business**

Mr. Reiss referred the Board to his written report.

Mr. Reiss generally reviewed the Request for Proposals for Bond Council. After a brief discussion a motion was made by Mr. McKay, seconded by Mr. Trauger to appoint Matthew McHugh of Grim, Biehn and Thatcher as Bond Council for the Bank Loan. The motion passed with a 4-0 vote.

Mr. Reiss then presented a waiver agreement related to the Wigton Circle sewer replacement project for the Boards consideration. A motion was made by Mr. Trauger, seconded by Mr. Guagno to approve the release for seal coating, 102 Wigton Drive in the amount of \$200. The motion passed with a 4-0 vote.

**Developments** – The Authority Solicitor briefly updated the Board on the Weis Market project.

Mr. Reiss noted that an application for reserve capacity had been submitted by the Living Hope Church for reserve capacity at the Authority's Elephant Road WWTP. A motion was made by Mr. McKay, seconded by Mr. Trauger to approve the application for reserve capacity for the Living Hope Church. The motion passed with a 4-0 vote.

## **ENGINEER'S REPORT**

### **Authority Projects**

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

**Wigton Circle Sewer Replacement Project** – The contractor has completed the punchlist items and has completed the installation of the trees and lawn.

A motion was made by Mr. McKay, seconded by Mr. Guagno to approve the Wigton Circle Sewer Replacement Project payment request Number 5, final payment, in the amount of \$23,527.08. The motion passed with a 4-0 vote.

**Kern Drive Sewer Replacement Project** – The contractor has completed the paving for the project.

A motion was made by Mr. Trauger, seconded by Mr. McKay to approved payment request Number 2, in the amount of \$17,176.00. The motion passed with a 4-0 vote.

**Lenhart - Fellers Property –**

A motion was made by Mr. Guagno, seconded by Mr. Trauger to release the eighteen (18) month maintenance escrow, subject to payment of all professional fees, for the Lenhart-Fellers Property. The motion passed with a 4-0 vote.

**Developments**

Mr. DiGangi reviewed his report with the Board.

**Operations Report** – Mr. Sullivan reviewed his report with the Board.

**AUTHORITY REPORT**

**General Matters/Administrative/Operations/**

129 Buck Road – The Authority was contacted by the current homeowner of 129 Buck Road to shut-off their water service in order for the homeowner to do repairs in the house. After researching the property, there are no records of water service to this property. The home is connected to public water. A motion was made by Mr. McKay, seconded by Mr. Trauger to mail a letter to the homeowner indicating that the water billing will begin effective the fourth quarter 2015. The motion passed with a 4-0 vote.

**CHAIRMAN’S MINUTE**

**Adjournment** – There being no further business, the Board, upon motion of Mr. Guagno, seconded by Mr. Trauger and with a 4-0 aye vote, adjourned at 8:45 p.m.

Respectfully submitted,

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