

**MINUTES OF THE REGULAR MEETING
JULY 24, 2013
BEDMINSTER MUNICIPAL AUTHORITY**

The regular July 24, 2013 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, Treasurer Larry Longacre, and Secretary Craig Trauger. Assistant Secretary/Treasurer Lou McKay 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
Douglas Berg, P.E., Entech Engineering

MINUTES

Upon motion of Mr. Longacre, seconded by Mr. Guagno, the Board approved the minutes of the May 22, 2013 board meeting 4-0.

PUBLIC COMMENT

1. Confirmed Appointments – There were none

From the Floor – Residents from 73 Kellers Church Road were in attendance and briefly spoke about their interest in attending various governmental meetings.

FINANCIAL REPORT

The Authority Administrator reported that the profit and loss statement is up to date and shows that the budget is very close to the projections.

TREASURER'S REPORT

Mr. Sullivan read the Treasurer's Report, dated July 24, 2013. The Board generally discussed several line items contained in the treasurers' report related to construction escrow checks and the BMA credit card account listed in the report. A motion was made by Mr. Trauger, seconded by Mr. Longacre to approve the Treasurer's Report. The motion passed with a 4-0 vote

After a review of the bill payment list, a motion was made by Mr. Longacre, seconded by Mr. Trauger to approve and pay the June bills in the amount of \$50,977.10 (Pennland Farms - \$6,012.38 Estates at Deep Run Creek \$4,191.81). The motion passed unanimously 4-0.

SOLICITOR'S REPORT

Authority Business –

Gemmel – Loan Agreement – Mr. Reiss provided details related to the delinquent tapping fee loan agreement. Mr. Sullivan will provide a breakdown of the account for the solicitors use. Mr. Reiss noted that there is a municipal lien on the property for the tapping fees and requested that the Board authorize his office to proceed with updating the lien to the current amount owed. A motion was made by Mr. Trauger to authorize the solicitor to proceed with the appropriate legal action, seconded by Mr. Longacre and approved with a 4-0 vote

Developments – The Authority Solicitor referred the Board to his written report.

ENGINEER'S REPORT

A. Authority Projects

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

1. Dean Drive Sewer Replacement - Payment application from Betta Construction. – Mr. Berg requested approval of payment application #1 for \$35,938.98. A motion was made by Mr. Trauger, seconded by Mr. Longacre to approve payment application #1. The motion was approved by a 4-0 vote.
2. Dean Drive Sewer Replacement - Change order and time extension to contract for Betta Construction – The Authority Engineer asked for the Board's consideration for a change order of \$6,600 and a 45 day extension to the contract for additional work performed related to televising the sewer laterals on the project. A motion was made by Mr. Trauger, seconded by Mr. Guagno to approve change order #1. The motion was approved by a 4-0 vote.

B. Developments

1. Wallner/Kobasz – Mr. Berg reported that although the project is nearly complete and a payment application has been submitted, he is recommending that the payment be withheld until recently identified restoration issues have been addressed. Mr. Berg also reported that the agreement allows for a recapture provision should and additional properties connect to this line. After a lengthy discussion, Mr. Reiss suggested that the Authority engineer contact Keystone Alliance to obtain a quote to perform a tapping fee study related to this project. A motion was made by Mr. Guagno, seconded by Mr. Longacre to hold the final payment and to obtain a quote from Keystone alliance to prepare a special purpose tapping fee for future connections. The motion was approved by a 4-0 vote.

2. Mr. Berg reported that he had an addition to the agenda related to the Weis Market Development. He requested a motion to allow for the signature of the Chapter 94 consistency portion of their planning module certifying capacity in the conveyance and treatment system. Mr. Trauger moved to allow the Authority engineer to sign the document as required by the Pa. DEP. Mr. Longacre seconded the motion followed by a 4-0 vote.

Mr. Berg reported that the repairs to the SBR decanter at the Elephant Road WWTP have been completed by Worth and Company. Mr. Berg further noted that he has prepared a scope of work and has gained the approval of Mr. Sigety to perform a 537 planning study for the C2 district. He will prepare the document and submit it to the Township for review and comment.

He then referred the Board to the remainder of his written report.

OPERATORS REPORT - Mr. Sullivan reviewed the written operations report with the Board. He reported that the effluent dissolved oxygen levels fell outside the required permit levels at the Pennland Farms plant. Mr. Sullivan suggested that the Authority engineer document the issue in writing to the developer and request that they provide a solution to the problem. Additionally, he will respond in writing to the Pa. DEP regarding the recently issued Notice of Violation for the Deep Run WWTP for exceeding the instantaneous ammonia level during a recent Pa. DEP inspection. A simple change in standard operating procedures will be implemented for the sludge dewatering process.

AUTHORITY REPORT –

Mr. Sullivan reported that the Township manager has expressed on behalf of the Board of Supervisors that another joint meeting be scheduled with the respective boards to discuss various water and sewer issues. The Authority Board is unavailable to meeting at the suggested August BOS meeting. The administrator will obtain additional dates from the Township manager for the Boards consideration.

General Matters

- A. Pa. DEP – Deep Run WWTP Correspondence – Mr. Sullivan reported that the Pa. DEP issued a Notice of Violation for exceeding the instantaneous maximum for ammonia during a recent inspection by Paul Jardel of the Pa. DEP. The elevated levels were generated by the sludge decant process which sends a large quantity of supernatant back to the head of the plant for additional treatment. Because of the low influent flows at the plant, there is no dilution factor for this process. PUE has changed the standard operating procedures to minimize the periodic surge and will respond to the Pa. DEP accordingly.

The board then entered in to an executive session at 8:15 pm to discuss personnel matters. The Board reconvened to the regular meeting at 8:27pm.

The Board discussed the correspondence from Mr. Fanelli dated July 23, 2013 and authorized the Authority Chairman to respond on behalf of the Authority.

CHAIRMAN'S MINUTE

Adjournment – There being no further business, the Board, upon motion of Mr. Trauger, seconded by Mr. Longacre and with a 4-0 aye vote, adjourned at 8:30 p.m.

Respectfully submitted,

BY:

Bedminster Municipal Authority