

MINUTES OF THE REGULAR MEETING
May 26, 2016
BEDMINSTER MUNICIPAL AUTHORITY

The regular May 26, 2016 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, Secretary Craig Trauger, Treasurer Robert Bender, and Assistant Secretary/Treasurer Lou McKay.

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

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

MINUTES

Upon motion of Mr. Bender, seconded by Mr. Trauger, the Board approved the minutes of the April 28, 2016 board meeting 5-0.

PUBLIC COMMENT

A. Confirmed Appointments – Cathy Seiler – Brinker Simpson Certified Public Accountants 2015 Audit Presentation.

Ms. Cathy Seiler presented the 2015 audited financial statements.

The Board then entered into a review and discussion of the 2015 audited financial statements. Mr. Bender moved to adopt the 2015 audit financial statements as presented and to direct the Administrator to submit the financial statements to the DCED and the Township as required. Mr. Trauger seconded the motion which was approved unanimously 5-0.

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. Mr. Sullivan noted that the budgeted revenue and expenditures are running as projected.

TREASURER'S REPORT

1. Mr. Sullivan read the Treasurer's Report, dated May 20, 2016. A motion was made by Mr. McKay, seconded by Mr. Bender to approve the

Treasurer's Report of - \$318,537.51 (Pennland Farms - \$12,427.39 Estates at Deep Run Creek \$6,204.45). The motion passed with a 5-0 vote.

2. A motion was made by Mr. McKay, seconded by Mr. Bender to approve the First National Bank of Newtown wire transfer in the amount of \$292,141.07 to the General Fund. The transfer consists of the following;
 - a. \$98,100.56 from the PLIGIT account
 - b. \$229,313.40 from the Bank Loan (Stonebridge Sanitary Sewer Replacement Project – Payment #1)
 - c. \$11,472.59 from the Bank loan

The motion passed with a 5-0 vote.

SOLICITOR'S REPORT

Authority Business

Mr. Cramer referred the Board to his written report.

Developments –

1. 127 Allem Lane delinquent account status. The 30 day demand letter expires May 23, 2016. A motion was made by Mr. Trauger, seconded by Mr. McKay to authorize the Solicitor to file the lien on the property but not execute on the lien until approved by the Board, 5-0.
2. Cliffside Manor Phase II – Development Agreement. A motion was made by Mr. Trauger, seconded by Mr. McKay to approve the Cliffside Manor Phase II Development Agreement as presented, 5-0.

ENGINEER'S REPORT

Authority Projects

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

1. Elephant Road WWTP Upgrade – Construction is in process. The contractor submitted a change order to the Authority Engineer for review. Expected completion date is June 30, 2016.
2. Stonebridge Sanitary Sewer Replacement Project – Mr. DiGangi provided an update to the Board on the progress of the project. To date, the project is on schedule. A motion was made by Mr. McKay, seconded by Mr. Guagno to authorize a change order to install two insertion valves. The motion passed with a 5-0 vote.

3. Deep Run WWTP Decommission Study – Mr. DiGangi and Mr. Sullivan presented the project to the Township at the May 10, 2016 Township workshop. The project would require an amendment to the Act 537 Plan.
3. Stonebridge Sanitary Sewer Replacement Project – A motion was made by Mr. McKay, seconded by Mr. Guagno to approve payment application #1 in the amount of \$229,313.40, payable to Jaoa & Bradley Construction, Inc. The motion passed with a 5-0 vote.
4. BMA Elephant Road WWTP Upgrade – A motion was made by Mr. Trauger, seconded by Mr. Bender to approve payment application #1 in the amount of \$140,091.30, payable to MGK Industires. The motion passed with a 4-0 vote. Mr. Guagno recused himself from the discussion and the vote.

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

1. Hydrant Flushing – the distribution system flushing was completed with no issues other than the programming issues related to the emergency high service pump. The control system had to be manned and operated manually during the flushing procedures. Staff will coordinate the modifications of the controls with the integrator.
2. Office Relocation - Mr. DiGangi provided a detailed list of items needed for the potential office space at the Treatment plant to Mr. Sullivan. Staff will add general office items needed. It is expected that a cost estimate will be provided to the Board for review at the June meeting.

AUTHORITY REPORT –

General Matters/Administrative/Operations

Mr. Sullivan noted that the annual PMAA Conference is to be held in Pittsburg PA, August 28th to August 31, 2016.

CHAIRMAN'S MINUTE

Adjournment – There being no further business, the Board, upon motion of Mr. Guagno, seconded by Mr. Trauger and with a 5-0 aye vote, adjourned at 8:15 p.m.

Respectfully submitted,

BY: _____
Bedminster Municipal Authority