

**MINUTES OF THE REGULAR MEETING**  
**January 25, 2018**  
**BEDMINSTER MUNICIPAL AUTHORITY**

The regular January 25, 2018 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 Mr. Bender, Secretary Craig Trauger and Assistant Secretary/Treasurer Lou McKay.

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 Schilling, Bedminster 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 and invited nominations for officers of the Authority. The following nominations were made:

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

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

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

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

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

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

Mr. Bender 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 5-0 aye 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. McKay, seconded by Mr. Trauger and passed by a 5-0 aye vote

Engineer – Nomination of Patrick DiGangi of CKS Engineers by Mr. McKay, seconded by Mr. Trauger and passed by a 5-0 aye vote

Certified Public Accountant – Auditor – Nomination of Bee, Bergval & Co. by Mr. McKay, seconded by Mr. Trauger and passed by a 5-0 aye vote

Operations/Administrative Consultant – Nomination of Private Utility Enterprises, Inc. by Mr. McKay, seconded by Mr. Trauger and passed by a 5-0 aye vote

Mr. McKay then moved to close the Reorganization Meeting. The motion was seconded by Mr. Trauger and carried by a 5-0 aye vote.

## **MINUTES**

Upon motion of Mr. Trauger, seconded by Mr. McKay, the Board approved the minutes of the December 5, 2017 board meeting 4-0-1 with Mr. Bender abstaining.

## **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.

## **TREASURER'S REPORT**

1. Mr. Sullivan read the Treasurer's Report, dated December 19, 2017. A motion was made by Mr. Bender, seconded by Mr. Trauger to approve the Treasurer's Report of - \$45,729.57 (Pennland Farms – \$9,237.06 Estates at Deep Run Creek \$4,556.46). The motion passed with a 5-0 vote.
2. Mr. Sullivan read the Treasurer's Report, dated January 25, 2018. A motion was made by Mr. Bender, seconded by Mr. Trauger to approve the Treasurer's Report of - \$45,031.22 (Pennland Farms – \$12,501.49 Estates at Deep Run Creek \$28,377.60). The motion passed with a 5-0 vote.

## **SOLICITOR'S REPORT**

### **Authority Business**

Mr. Reiss referred the Board to his written report.

1. Resolution 2018-01 - A motion was made by Mr. McKay, seconded by Mr. Guagno to approve Resolution 2018-01 to authorize the change of the BMA's register address. The motion passed with a 5-0 vote.

2. Resolution 2018-02 - A motion was made by Mr. Bender, seconded by Mr. Trauger to approve Resolution 2018-02, Identity Theft Policy. The motion passed with a 5-0 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. Award of the Deep Run WWTP Decommission Project - Mr. Digangi provided an update to the Board on the Deep Run WWTP Decommission Project. A motion was made by Mr. McKay and seconded by Mr. Guagno to award the bid for the Deep Run WWTP Decommission Project to Empire Wrecking Co., in the amount of \$434,335.76. The motion passed with a 5-0 vote.
2. PA Small Water and Sewer Grant - A motion was made by Mr. Bender and seconded by Mr. Guagno to approve Resolution 2018-03 authorizing the application for the Small Water and Sewer Grant in conjunction with the Stonebridge/Pennland Farms Water System Interconnect Project. The motion passed with a 5-0 vote.

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

## **AUTHORITY REPORT –**

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

Mr. Sullivan reviewed his report with the Board.

A resident located at 208 Barnhill Road requested relief on his water and sewer bill. The customer generally uses between 4,000 to 5,000 gallons of water. This quarter's use was 45,000. The Authority offered to test the meter, the resident denied the testing. The Board discussed the account and provided the resident with two options; test the meter or pay the bill in full. The solicitor will provide an agreement for the resident to sign prior to testing the meter.

The 2018 Ethics forms were provided to the Board.

**CHAIRMAN'S MINUTE**

**Adjournment** – There being no further business, the Board, upon motion of Mr. Guagno, seconded by Mr. McKay and with a 5-0 aye vote, adjourned 8:00 p.m.

Respectfully submitted,

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