

**MINUTES OF THE REGULAR MEETING  
September 27, 2018  
BEDMINSTER MUNICIPAL AUTHORITY**

The regular September 27, 2018 meeting of the Bedminster Municipal Authority was called to order at 7:00 p.m. by Chairman Jay Heacock. The following Board members were present: Vice Chairman Joseph Guagno, Treasurer Bob Bender, 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, Private Utility Enterprises, Inc.  
Jonathan Reiss, Esq., Grim, Biehn & Thatcher  
Patrick DiGangi, P.E., CKS Engineers

**MINUTES**

Upon motion of Mr. Guagno, seconded by Mr. Bender, the Board approved the minutes of the August 23, 2018 board meeting 4-0.

**ACKNOWLEDGEMENT**

- A. PMAA Sahli Award – The Board acknowledged the PMAA Sahli Award recipient, Board Member Mr. Joseph Guagno for being a 20 Year Member of the Bedminster Municipal Authority Board of Directors.

**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.

2019 Draft Budget – Mr. Sullivan discussed with the Board restructuring the Budget to reflect current GASB standards as well as provide the Authority with a more accurate accounting of the Authority financials. The 2019 Draft Budget will be reviewed with the Finance Committee prior to the October Authority meeting.

Mr. Sullivan discussed with the Board the Authority rates. The Board directed Mr. Sullivan to obtain a proposal from Howard Woods to evaluate the Authority Water and Sewer rates.

## **TREASURER'S REPORT**

1. Mr. Sullivan read the Treasurer's Report, dated September 27, 2018. A motion was made by Mr. Bender, seconded by Mr. Trauger to approve the Treasurer's Report of - \$72,023.18 (Pennland Farms – \$10,579.15 Estates at Deep Run Creek \$4,207.32). The motion passed with a 4-0 vote.

## **SOLICITOR'S REPORT**

### **Authority Business**

Mr. Reiss referred the Board to his written report.

### **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. C2 District Sewer – A motion was made by Mr. Bender, seconded by Mr. Trauger authorize the Engineer to prepare a feasibility study for the C2 Sewer District, not to exceed \$5,000. The motion passed with a 4-0 vote.
2. Weiss Market Development Agreement – Mr. DiGangi provided an update to the Board. The contractor has installed the sanitary sewer lines and continues to install the water lines.
3. Pennland Farms WWTP Punch List - Mr. DiGangi provided an update to the Board.
4. Manhole Rehabilitation- Mr. DiGangi provided an update to the Board. The rehabilitation of the seven manholes identified by CKS engineering are currently being scheduled for repairs by the contractor.

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

The Board direct the Authority to draw down the remaining funds from loan via requisition.

## **AUTHORITY REPORT –**

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

Mr. Sullivan reviewed his report with the Board.

The Authority will begin the flushing of the water lines starting October 21st through October 24<sup>th</sup>. Dublin Authority will begin flushing their lines following the BMA flushing schedule with the anticipated use of the interconnection of the two utilities.

143 Deep Run Road – A motion was made by Mr. Trauger, seconded by Mr. Guagno to approve the Professional Service Agreement for 143 Deep Run Road to tie into the public sewer system. The motion passed with a 4-0 vote.

Meter Change-out Program – the Authority is in the process of completing the replacement of all meters to standardize the meters within the Authority service area. It is expected to be 95% complete by the end of the year.

### **CHAIRMAN'S MINUTE**

**Adjournment** – There being no further business, the Board, upon motion of Mr. Trauger, seconded by Mr. Bender and with a 4-0 aye vote, adjourned into an Executive Session at 7:32 p.m. to discuss potential litigation. There was no action taken.

Respectfully submitted,

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