

**MINUTES OF THE REGULAR MEETING
December 5, 2018
BEDMINSTER MUNICIPAL AUTHORITY**

The regular December 5, 2018 meeting of the Bedminster Municipal Authority was called to order at 5:00 p.m. by Chairman Jay Heacock. The following Board members were present: Vice Chairman Joseph Guagno, Treasurer Bob Bender, Secretary Craig Trauger and Assistant Secretary/Treasurer Lou McKay.

The December 5, 2018 is a duly advertised meeting.

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. McKay, the Board approved the minutes of the October 25, 2018 board meeting 5-0.

PUBLIC COMMENT

- A. Confirmed Appointments
- 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 Budget – The Board reviewed the 2019 Draft Budget. A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the 2019 Draft Budget as presented. The motion passed with a 5-0 vote.

TREASURER'S REPORT

1. Mr. Sullivan read the Treasurer's Report, dated December 5, 2018. A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the Treasurer's Report of - \$286,665.86 (Pennland Farms – \$9,632.21, Estates at Deep Run Creek \$4,537.26). The motion passed with a 5-0 vote.

2. Upon motion of Mr. Bender, seconded by Mr. Trauger, the Board authorized two Member of the Board to review the December 2018 Payment List and to execute the associated checks by a 5-0 vote.

SOLICITOR'S REPORT

Authority Business

Mr. Reiss referred the Board to his written report.

Pennland Farms Dedication Agreement- Mr. Reiss provided an update to the Board. Upon motion of Mr. Bender, seconded by Mr. McKay, the Board accepted the Pennland Farms Dedication Agreement subject to payment of all outstanding professional consultant bills, as presented by 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. Dedication of the Ferlauto Tract/Deep Run Wastewater Collection System - Upon motion of Mr. Trauger, seconded by Mr. Guagno, the Board approved the bill of sale for the Ferlauto Tract/Deep Run Wastewater Collection System facilities by a 5-0 vote and commencement of the 18 month maintenance period subject to payment of all outstanding professional consultants' invoices..
2. Revised Water & Wastewater Specifications - Upon motion of Mr. Bender, seconded by Mr. Guagno, the Board approved Resolution 2018-6 Bedminster Municipal Authority Water and Wastewater Specifications by a 5-0 vote.
3. 2018 Manhole Grout Repair Project– Mr. DiGangi provided an update to the Board.
4. Emergency Replacement of Interceptor Manholes Project – Mr. DiGangi discussed with the Board the remaining work associated with the emergency replacement of interceptor manholes. There is one remaining punchlist item

as well as trail paving repairs. CKS received an estimate to repair the trail in the amount of \$4,900.00 from Almeida & Hudak Contractors, LLC. Upon motion of Mr. Bender, seconded by Mr. Guagno, the Board approved the paving estimate from Almedia & Hudak in the amount of \$4,900.00 by 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.

2019 Bedminster Municipal Authority Meeting Schedule – A motion was made by Mr. Trauger and seconded by Mr. McKay to approve the 2019 Bedminster Municipal Authority Meeting Schedule. The motion passed with a 5-0 vote.

2019 Bedminster Municipal Authority Fee Schedule – The Board discussed the current Fee Schedule and directed staff to contract Howard J. Woods Jr. & Associates LLC to review the current fee schedule to ensure the fees are appropriate. A motion was made by Mr. Bender and seconded by Mr. Guagno to approve the 2019 Bedminster Municipal Authority Fee Schedule as presented to the Board. The motion passed with a 5-0 vote.

CHAIRMAN'S MINUTE

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

Respectfully submitted,

BY: _____
Bedminster Municipal Authority