

**MINUTES OF THE REGULAR MEETING**  
**January 24, 2019**  
**BEDMINSTER MUNICIPAL AUTHORITY**

The regular January 24, 2019 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 and Treasurer Bob Bender,. Secretary Craig Trauger and Assistant Secretary/Treasurer Lou McKay were 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

**Reorganization** – Mr. Sullivan announced that this was a duly advertised meeting as evidenced by the publication certification from the Intelligencer. Chairman Heacock then turned the meeting over to Mr. Sullivan, Chairman Pro Tem. Mr. Sullivan opened up the Reorganization meeting invited nominations for officers of the Authority. Mr. Bender moved to nominate the existing slate of officers for their current positions with the Authority Board. The following nominations were made:

Chairman – Jay Heacock  
Vice-Chairman – Joseph Guagno  
Secretary – Craig Trauger  
Treasurer – Robert Bender  
Assistant Secretary/Treasurer – Lou McKay  
Open Records Officer - Craig Trauger

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 by a 3-0 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. Bender, seconded by Mr. Guagno and passed by a 3-0 aye vote  
Engineer – Nomination of Patrick DiGangi of CKS Engineers by Mr. Bender, seconded by Mr. Guagno and passed by a 3-0 aye vote  
Certified Public Accountant – Auditor – Nomination of Bee, Bergval & Co. by Mr. Bender, seconded by Mr. Guagno and passed by a 3-0 aye vote  
Operations/Administrative Consultant – Nomination of Private Utility Enterprises, Inc. by Mr. Bender, seconded by Mr. Guagno and passed by a 3-0 aye vote

Mr. Bender then moved to close the Reorganization Meeting and convene the regular monthly meeting of the Authority Board. The motion was seconded by Mr. Guagno and carried by a 3-0 aye vote.

## **MINUTES**

Upon motion of Mr. Bender, seconded by Mr. Guagno, the Board approved the minutes of the December 5, 2018 board meeting 3-0.

## **PUBLIC COMMENT**

- A. Confirmed Appointments
- B. From the Floor – Howard J. Woods Jr, PE, Howard J. Woods Jr & Assoc. LLC - Mr. Woods presented a detailed review to the Board the Bedminster Municipal Authority Rate Study. After several questions and comments by the Board, A motion was made by Mr. Bender and seconded by Mr. Guagno to approve the Rate Study as presented, by a vote of 3-0. The Board directed Mr. Sullivan to post the rate study to the Authority's web site.

## **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 future reports will incorporate the Deep Run information into the main system since it now discharges to that system.

## **TREASURER'S REPORT**

- 1. Mr. Sullivan read the Treasurer's Report, dated December 31, 2018. A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the Treasurer's Report of - \$61,335.19 (Pennland Farms – \$11,151.17, Estates at Deep Run Creek \$559.88). The motion passed with a 3-0 vote.
- 2. Mr. Sullivan read the Treasurer's Report, dated January 24, 2019. A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the Treasurer's Report of - \$62,173.86 (Pennland Farms – \$9,707.02, Estates at Deep Run Creek \$705.25). The motion passed with a 3-0 vote.

## **SOLICITOR'S REPORT**

### **Authority Business**

Mr. Reiss referred the Board to his written report.

Resolution 2019-01 – Identity Theft- Upon a motion of Mr. Guagno, seconded by Mr. Bender the Board adopted Resolution 2019-01, Identity Theft Resolution by a 3-0 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.

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

**AUTHORITY REPORT –**

**General Matters/Administrative/Operations**

Mr. Sullivan reviewed his report with the Board.

Electrical Contract – Mr. Sullivan discussed with the Board the electric procurement contract which is ending in 2019. Upon a motion of Mr. Guagno, seconded by Mr. Bender the Board authorized Mr. Sullivan and Mr Guagno to monitor pricing and to procure the electrical contract with a 3-0 aye vote

**CHAIRMAN’S MINUTE**

**Adjournment** – There being no further business, the Board, upon motion of Mr. Guagno, seconded by Mr. Bender and with a 3-0 aye vote, adjourned 8:00 p.m.

Respectfully submitted,

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