

**MINUTES OF THE REGULAR MEETING**  
**September 26, 2019**  
**BEDMINSTER MUNICIPAL AUTHORITY**

The regular September 26, 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: Treasurer Bob Bender Assistant Secretary/Treasurer Lou McKay and Vice Chairman Joseph Guagno. Secretary Craig Trauger was excused from attendance.

The September 26, 2019 is a duly advertised meeting.

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

Michael Sullivan, Private Utility Enterprises, Inc.  
Chad Corey, P.E., CKS Engineers  
Jonathan Reiss, Esq., Grim, Biehn & Thatcher

**MINUTES**

Upon motion of Mr. Bender, seconded by Mr. McKay, the Board approved the minutes of the August 22, 2019 board meeting by a 4-0 vote.

**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.

**TREASURER'S REPORT**

1. Mr. Sullivan read the Treasurer's Report, dated September 26, 2019. A motion was made by Mr. Guagno, seconded by Mr. McKay to approve the Treasurer's Report of - \$91,661.15 (Pennland Farms – \$22,244.46), holding the Essex EMS check until the Wonderware license in the Authority name, Wonderware Application Program and PLC Application Program with Annotation are received. The motion passed with a 4-0 vote.
2. A motion was made by Mr. Bender, seconded by Mr. McKay to approve the PMAA Conference reimbursement for Mr. Guagno in the amount of \$390.22. The motion passed with a 3-0-1 vote. Mr. Guagno abstained.

3. A motion was made by Mr. Bender, seconded by Mr. McKay to approve the PMAA Conference reimbursement for Mr. Heacock in the amount of \$195.11. The motion passed with a 3-0-1 vote. Mr. Heacock abstained.

## **SOLICITOR'S REPORT**

Mr. Reiss referred the Board to his written report.

### A. Authority Business

- a. Advice of Council – The Board reviewed the Advice of Council provided by the Solicitor to permit Mr. Bender to vote on CKS Engineering bill payment and appointments.

## **ENGINEER'S REPORT**

### **Authority Projects**

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

Pennland Farms Screen Project – Mr. Corey provided an update to the Board. Tentative delivery on the equipment is October 28, 2019.

2076 Bedminster Road and Act 537 Plan- A meeting was held with the PADEP concerning 2076 Bedminster Road and the Act 537 Plan. The property is outside the 537 Plan area. Mr. Corey provided a detailed description of the PADEP meeting that he attended with the Township manager.

### **Developments**

Lynwood-Rice Project – Final punch list issued in September.

Pennland Farms – The Developer is working on the punch list.

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

## **AUTHORITY REPORT**

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

Mr. Sullivan reviewed his report with the Board.

Light Pole Damage - The Authority trash company hit a light at the treatment plant. Mr. Reiss noted that he has reviewed and approved the release noting that the Authority will be bound by the repair price obtained by the operator listed in the

release. and A motion was made by Mr. Bender, seconded by Mr. McKay to accept the release and settlement claim from Mascaro & Sons in the amount the settle \$2,650.00, by a 4-0 vote.

Pennland Farms Communication and SCADA – Mr. Sullivan provided the Board with information regarding the existing communication at the Plant and potential resolutions to provide secure communication to and from the plant. Mr. Sullivan will work on updating the existing system with input from Mr. Guagno.

2020 Draft Budget – Mr. Sullivan reviewed the 2020 Draft Budget with the Board and noted that he revised the draft budget after receiving comments from Mr. Bender. Mr. Sullivan answered several questions from the Board and the draft budget will be presented for adoption at the October 24, 2019 Authority Board meeting.

Neptune Meter Upgrade – Mr. Sullivan provided information regarding the Neptune meter upgrade that would place the meter reading system in a cloud based system which will streamline meter reading, acquisition of final reads and routine troubleshooting of customer accounts. The Board tabled the discussion to a future meeting.

### **CHAIRMAN’S MINUTE**

The Board acknowledged and congratulated Chairman Heacock for 31 years of service to the Authority Board and for receiving the distinguished Extended Service Award from the Pennsylvania Municipal Authority’s Association.

**Adjournment** – There being no further business, the Board, upon motion of Mr. McKay, seconded by Mr. Bender and with a 4-0 aye vote, adjourned 8:55 p.m.

Respectfully submitted,

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