

**MINUTES OF THE REGULAR MEETING**  
**April 23, 2020**  
**BEDMINSTER MUNICIPAL AUTHORITY**

The regular April 23, 2020 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, 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

Mr. Sullivan announced that the Authority is conducting the virtual meeting in response to the Covid-19 situation and that the Authority took steps to advertise the meeting to allow for public participation.

**MINUTES**

Upon motion of Mr. Guagno, seconded by Mr. Bender, the Board approved the minutes of the February 27, 2020 board meeting 5-0.

**PUBLIC COMMENT**

- A. Confirmed Appointments
- B. From the Floor – None

**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.

The 2019 Audit process is complete. Bee, Bergvall and Company will be present at the May Authority meeting to present the 2019 Financial report.

**TREASURER'S REPORT**

1. Mr. Sullivan read the Treasurer's Report, dated March 26, 2020. A motion was made by Mr. Bender, seconded by Mr. Trauger to approve the Treasurer's Report of - \$71,433.16 (Pennland Farms – \$12,713.11). The motion passed with a 5-0 vote.

2. Mr. Sullivan read the Treasurer's Report, dated April 23, 2020. A motion was made by Mr. Bender, seconded by Mr. Trauger to approve the Treasurer's Report of - \$52,753.96 (Pennland Farms – \$11,816.64). The motion passed with a 5-0 vote.

## **SOLICITOR'S REPORT**

### **Authority Business**

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. Pennland Farms WWTP Lakeside Screen Project – Mr. DiGangi provided and update to the Board. The project is complete and the screen is operational. Mr. DiGangi is working with the contractor to resolve the identified issues with the screen.
2. BMA Office Paving Project – A motion was made Mr. Bender, seconded by Mr. Guagno to authorize staff to solicit proposals and authorize the paving of the office lot at the treatment plant, not to exceed \$20,000, by a 5-0 vote.
3. Pennland Farms Influent Screen – Change Order#1 – Mr. DiGangi provided an overview of the change order. A motion was made Mr. McKay, seconded by Mr. Guagno to approve change order #1 in the amount of \$3,018.83, as presented, 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.

Resolution 2020-02–Temporary Rate/Fee Schedule Modifications – A motion was made Mr. McKay, seconded by Mr. Trauger to approve Resolution 2020-02, revising its Rules, Rates and Regulations (“Rules”) related to the temporary refrain of the imposition of interest and charges for public water and sanitary sewer

services, together with suspending collections procedures, as presented, by a 5-0 vote.

Bedminster/Dublin Interconnection – A motion was made Mr. Bender, seconded by Mr. McKay to approve the Bedminster/Dublin Interconnection proposal, as presented, by a 5-0 vote.

Liability Insurance – A motion was made Mr. Bender, seconded by Mr. Trauger to approve the renewal application for Liability Insurance, as presented, by a 5-0 vote.

### **CHAIRMAN’S MINUTE**

**Adjournment** – There being no further business, the Board, upon motion of Mr. Bender, seconded by Mr. Guagno and with a 5-0 aye vote, adjourned 7:40 p.m.

Respectfully submitted,

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