

**MINUTES OF THE REGULAR MEETING**  
**July 28, 2016**  
**BEDMINSTER MUNICIPAL AUTHORITY**

The regular July 28, 2016 meeting of the Bedminster Municipal Authority was called to order at 7:30 p.m. by Chairman Jay Heacock. The following Board members were present: Vice Chairman Joseph Guagno, Secretary Craig Trauger and Assistant Secretary/Treasurer Lou McKay. Treasurer Robert Bender 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  
Richard Shilling, Township Manager

**MINUTES**

Upon motion of Mr. Guagno, seconded by Mr. Trauger, the Board approved the minutes of the June 23, 2016 board meeting 4-0.

**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.

**TREASURER'S REPORT**

1. Mr. Sullivan read the Treasurer's Report, dated July 28, 2016. A motion was made by Mr. Trauger, seconded by Mr. Guagno to approve the Treasurer's Report of - \$190,331.96 (Pennland Farms - \$9,839.31 Estates at Deep Run Creek \$5,925.19). 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. Elephant Road WWTP Upgrade – Construction is in progress. Staff is working with MGK to complete the Time Extension Change order. The delay and time extension is due to equipment delivery issues.
2. Stonebridge Sanitary Sewer Replacement Project – Mr. DiGangi provided an update to the Board on the progress of the project. Paving is tentatively scheduled for the week of August 2, 2016.
3. Deep Run WWTP Decommission Study – Mr. DiGangi provided an update to the Board on the progress of the project. Mr. DiGangi discussed the PA Small Water & Sewer Grant with the Board. A motion was made by Mr. McKay, seconded by Mr. Trauger to proceed with the application to the PA Small Water & Sewer Grant. The motion passed with a 4-0 vote.
4. Cliffside Manor – The preconstruction meeting was held.
5. Pennland Farms Phase II – Received revised plans for the project. The revision to the plans changes Lot lines. The Authority engineer will provide review comments to the developer.
6. Weiss Markets – Mr. DiGangi met with Weiss Markets to discuss the project and revised plan submissions.
7. Stonebridge Sanitary Sewer Replacement Project – A motion was made by Mr. McKay, seconded by Mr. Trauger to approve payment application #3 in the amount of \$99,273.16, payable to Jaoa & Bradley Construction, Inc. The motion passed with a 4-0 vote.
2. BMA Elephant Road WWTP Upgrade – A motion was made by Mr. McKay, seconded by Mr. Trauger to approve payment application #3 in the amount of \$86,048.64. The motion passed with a 3-0 vote Mr. Guagno recused himself from the vote.

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

1. Lab Testing – Mr. Sullivan updated the Board on the issues with the Lab Testing and inconsistent results and reporting. Mr. Sullivan is working with the Lab to resolve the issues.
2. Flow Meters – Mr. Sullivan provided a brief review of the flow meters installed on the collection system.
3. Actuators – Mr. Sullivan updated the Board on the issues with the actuators at the Elephant Road Plant and proposed corrective action.
4. Budget Process – Mr. Sullivan discussed the Budget process with the Board. Mr. Sullivan will work with Mr. Bender and staff to complete the 2017 Operating Budget.
8. Neptune Meters Reading Proposal – Mr. Sullivan briefly reviewed the proposal for new handheld units. The current units are no longer supported. The proposal details cost for a new handheld unit, cradle and belt clip. The Board directed the Authority Administrator to include the cost in the upcoming budget.

## **AUTHORITY REPORT –**

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

The annual PMAA Conference is held in Pittsburg PA, August 28<sup>th</sup> to August 31, 2016.

## **CHAIRMAN'S MINUTE**

**Adjournment** – There being no further business, the Board, upon motion of Mr. McKay, seconded by Mr. Trauger and with a 4-0 aye vote, adjourned at 8:20 p.m.

Respectfully submitted,

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