

**MINUTES OF THE REGULAR MEETING**  
**June 23, 2016**  
**BEDMINSTER MUNICIPAL AUTHORITY**

The regular June 23, 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, and Treasurer Robert 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.  
Stephen Cramer, Esq., Grim, Biehn & Thatcher  
Patrick DiGangi, P.E., CKS Engineers  
Richard Shilling, Township Manager

**MINUTES**

Upon motion of Mr. Bender, seconded by Mr. Guagno, the Board approved the minutes of the May 26, 2016 board meeting 3-0.

**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.

The 2015 Audited Financial Statement was distributed to the Township. The Concise Financial Statement was advertised as required by Pennsylvania Municipal Authorities Act.

**TREASURER'S REPORT**

1. Mr. Sullivan read the Treasurer's Report, dated June 23, 2016. A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the Treasurer's Report of - \$791,999.21 (Pennland Farms - \$19,818.19 Estates at Deep Run Creek \$5,254.49). The motion passed with a 3-0 vote.
2. A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the First National Bank of Newtown wire transfer in the amount of \$733,740.23 to the General Fund. The transfer consists of the following;

- a. \$708,530.11 from the Bank Loan (Stonebridge Sanitary Sewer Replacement Project – Payment #2)
- b. \$25,210.12 from the Bank loan

The motion passed with a 3-0 vote.

## **SOLICITOR'S REPORT**

### **Authority Business**

Mr. Cramer referred the Board to his written report.

### **Developments –**

1. 127 Allem Lane delinquent account status. A lien in the amount of \$2,134.76 was filed on the property.

## **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 but behind schedule. Staff is working with MGK to complete the Time Extension Change Order. The delay and time extension is due to equipment delivery issues.
2. Cliffside Manor – The preconstruction meeting was held. The developer will begin clearing the site in anticipation of the completion of the upgrade to the wastewater treatment plant.
3. Stonebridge Sanitary Sewer Replacement Project – Mr. DiGangi provided an update to the Board on the progress of the project. To date, the project is on schedule. Paving is tentatively scheduled for the week of July 4, 2016.
4. Deep Run WWTP Decommission Study – Mr. DiGangi and Mr. Sullivan met with the Township and the Pa. DEP to discuss the necessary changes to the Act 537 Plan.
3. Stonebridge Sanitary Sewer Replacement Project – A motion was made by Mr. Bender, seconded by Mr. Guagno to approve payment application #2 in the amount of \$708,530.11, payable to Jaoa & Bradley Construction, Inc. The motion passed with a 3-0 vote.

5. BMA Elephant Road WWTP Upgrade – The Board directed staff to administratively process payment application #2 in the amount of \$129,731.04, subject to ratification at the August Authority meeting.

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

1. 518 Solliday – The homeowner contacted the Authority regarding a high bill. Staff went out to the property and discovered a leaky hose. Upon motion of Mr. Bender, seconded by Mr. Guagno, the Board approved a one-time credit for sewer based on the homeowners average bill by a 3-0 vote.
2. Flow Meters –Mr. Sullivan provided a brief review of the flow meters installed on the system.
3. Booster Station – Mr. Sullivan provided an update on the issues at the booster station. Repairs have been made.
4. Actuators – Mr. Sullivan updated the Board on the issues with the actuators at the Elephant Road Plant and possible corrective action.
5. CCR Report – The CCR Reports has been finalized for both water systems and posted on Authority website. Confirmation forms have gone into the DEP.
6. Neptune Meters Reading Proposal – Mr. Sullivan briefly reviewed the proposal for new handheld units. The current units are no longer supported. Mr. Sullivan will provide more information at the August meeting. The new units will need to be included in the 2017 Capital 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. Bender, seconded by Mr. Guagno and with a 3-0 aye vote, adjourned at 8:05 p.m.

Respectfully submitted,

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