

MINUTES OF THE REGULAR MEETING
October 24, 2019
BEDMINSTER MUNICIPAL AUTHORITY

The regular October 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: Treasurer Bob Bender and Vice Chairman Joseph Guagno. Secretary Craig Trauger and Assistant Secretary/Treasurer Lou McKay were excused from attendance.

The October 24, 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. Guagno, the Board approved the minutes of the September 26, 2019 board meeting by a 3-0 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.

Mr. Sullivan provided a summary on the right to know request received by the Authority.

TREASURER'S REPORT

1. Mr. Sullivan read the Treasurer's Report, dated October 24, 2019. A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the Treasurer's Report of - \$66,580.58 (Pennland Farms – \$13,317.89). The motion passed with a 3-0 vote.
2. The Essex Engineering check that was held from the September bill list will be mailed on October 25, 2019. The Wonderware license in the Authority name, Wonderware Application Program and PLC Application Program with Annotation were received.

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.

Resolution 2019-04- A motion was made by Mr. Bender, seconded by Mr. Guagno to adopt Resolution 2019-04, authorizing the Bedminster Municipal Authority Board application to the PA Small Water & Sewer Program Grant in the amount of \$319,136.75. The motion was passed with a 3-0 vote.

Sludge Hauling Bid Preparation and Public Bid – CKS Engineering will prepare the sludge hauling bid documents to be posted on Penn bid November 4, 2019.

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.

Pennland Farms Communication and SCADA – Mr. Sullivan provided the Board with information regarding communication issues at the Plant.

Neptune Meter Upgrade – Mr. Sullivan provided information regarding the Neptune meter upgrade that would allow staff to load meter information and email read files to staff. A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the Neptune Meter Contract, not to exceed \$7,458.75, pending the Administrators review of the contract terms. The motion passed with a 3-0 vote.

CHAIRMAN’S MINUTE

2020 Budget – The Board reviewed the 2020 Draft Budget. A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the 2020 Draft Budget as presented. The motion passed with a 3-0 vote.

CUSI, Billing System – A motion was made by Mr. Bender, seconded by Mr. Guagno to approve the purchase of the CUSI billing system backup program, in the amount of \$1,000. The motion passed with a 3-0 vote.

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 7:40 p.m.

Respectfully submitted,

BY: _____
Bedminster Municipal Authority