

**Minutes of the Public Meeting held on July 1, 2009**

Members Attending: Antonio Albano, Chairman  
John T. Jim, Vice Chairman  
Sheila Bass, Treasurer

Others Attending: Thomas A. Zeuner, Executive Director  
Edward Rudolph, Esquire, Solicitor  
Christopher S. Walker, P.E., Consulting Engineer  
Carol A. Boston, Stenographer

Mr. Albano, Chairman, called the meeting to order at 7:30 p.m.

**1. Pledge of Allegiance**

Mr. Albano led the Pledge of Allegiance.

**2. Approval of Minutes from June 3, 2009**

A motion (Bass-Jim) was made adopting a resolution to approve the Minutes from June 3, 2009 and passed with 3 ayes.

**3. Citizens Concerns**

The following residents addressed the board: Mr. Rodger Bushnell of 91 Hunt Drive; Mr. Edward Bailey of 133 Gwyn Lynn Drive; Mr. Mark Brendlinger of 46 Neshaminy Drive; and Mrs. Beverly Gold of 999 Almshouse Road.

**4. Check Requisitions**

A motion (Bass-Jim) adopting a resolution to approve Revenue Fund Requisition No. 1905 dated June 12, 2009 in the amount of \$171,005.53; Bond Redemption & Improvement Fund Requisition No. 464 dated June 12, 2009 in the amount of \$211,080.47; Revenue Fund Requisition No. 1906 dated July 1, 2009 in the amount of \$313,604.76; Bond Redemption & Improvement Fund Requisition No. 466 dated July 1, 2009 in the amount of \$69,981.76; and Construction Fund Requisition No. 1046 dated July 1, 2009 in the amount of \$71,761.15 passed with 3 ayes.

The major items paid under Revenue Fund Requisition No. 1905 were as follows: PECO - \$2,746.24; Southampton Post Office - \$5,185.00; State Workers Insurance Fund - \$2,206.00; Upper Southampton Sewer Authority - \$54,627.00; Zupito Lawn Care Inc. - \$1,995.00; and a \$100,000.00 payroll transfer.

Bond Redemption & Improvement Fund Requisition No. 464 in the amount of \$211,808.47 was paid to Joao & Bradley Construction under Contract No. 3-S-08.

The major items paid under Revenue Fund Requisition No. 1906 were as follows: Aetna - \$1,642.00; Aramark - \$1,765.97; BCWSA (Water) - \$86,727.48; Brinker's Fuels Inc. - \$1,2779.00; Barbara Bucknum-Tax Collector - \$1,754.18; Chet's Printing - \$4,886.75; Hamburg, Rubin, Mullin - \$11,514.65; Hartford - \$4,192.11; Independence Blue Cross - \$34,361.90; Northampton Township - \$1,457.04; Office Basics - \$2,271.99; Paist & Noe Inc. - \$2,500.00; PECO - \$25,222.53; Pennoni Associates - \$8,474.85; Rudolph Pizzo & Clarke LLC - \$16,818.00; Univar USA Inc. - \$1,368.35; and a \$100,000.00 payroll transfer.

The major items paid under Bond Redemption & Improvement Fund Requisition No. 466 were as follows: Gilmore & Associates Inc. - \$38,600.00; and Pennoni Associates Inc. - \$31,381.76.

The major items paid under Construction Fund Requisition No. 1046 were as follows: Pennoni Associates Inc. - \$38,401.15; and Valley Painting Inc. under Contract No. 4-W-08 - Final Payment in the amount of \$33,360.00.

**5. Update on Contract No. 4-A-09 - Mill Race / Ironworks Water & Sewer Encasement Emergency**

Mr. Walker reported that the DEP emergency permit has been approved and we are ready for a pre-construction conference with the contractor.

**6. Easement Acquisitions by Eminent Domain – Phase II, Western End Sanitary Sewer Project – Resolutions No. 2009-1003 thru 2009-1043**

A motion (Bass-Jim) adopting Resolutions No. 2009-1003 through 2009-1043 (except No. 2009-1022) for the acquisition of easements by eminent domain proceedings for the Phase II, Western End Sanitary Sewer Project and, further, authorize and direct the Executive Director to file in the proper office a declaration of taking, a bond in the form of resolution for all of these eminent domain proceedings in the amount of \$258,065.59 passed with 3 ayes.

**7. Easement Acquisitions by Agreements – Phase II, Western End Sanitary Sewer Project – Resolutions No. 2009-997 through 2009-1001, 2009-1044, 2009-1045 and 2009-1046**

A motion (Bass-Jim) adopting Resolutions No. 2009-997 through 2009-1001 And 2009-1044, 2009-1045, and 2009-1046 for the easement acquisition by agreements for the Phase II, Western End Sanitary Sewer Project and, further, authorize and empower the Executive Director to enter into the appropriate agreements for the acquisitions of the required easements in the amount of \$232,976.70 passed with 3 ayes.

**8. Approval of Bond Redemption & Improvement Fund Requisition No. 465 dated July 1, 2009 for Agenda Items No. 6 and 7**

A motion (Bass-Jim) approving Bond Redemption & Improvement Fund Requisition No. 465 for the payment of just compensation for easements obtained by agreement and eminent domain for Phase II of the Western End Sanitary Sewer Project in the amount of \$491,042.29 passed with 3 ayes.

**9. Agreement with County of Bucks for Easement Acquisition – Ironworks Creek Sewer Project**

A motion (Jim-Bass) authorizing and directing the Executive Director to execute the agreement with the County for the easement acquisition regarding the Ironworks Creek Sewer Rehabilitation Project passed with 3 ayes.

**10. Feasibility Review – Mary C. Albano Minor Subdivision**

A motion (Jim-Bass) declaring public water and sanitary sewers not feasible for the Mary C. Albano Minor Subdivision in accordance with plans prepared by Tri-State Engineers and Land Surveyors, Inc. dated May 26, 2009 with no revisions, being identified as Job No. 11237 passed with 2 ayes and one abstention by Mr. Albano who recused himself from discussion and vote.

**11. Maintenance Report for May 2009**

Mr. Zeuner stated that water production was down 7,000,000 gallons from the same period last year. Forty-seven customers were posted and four turned off for non-payment. 5,800 feet of sewer mains were televised and 16,549 feet of sewer mains were cleaned in May. There were no sewer blockages or water main breaks. Spring hydrant flushing was completed – 1,160 hydrants and 43 blow-off hydrants were flushed and 3 hydrants repaired. Fifty-five violations found by our smoke testing program were repaired by the homeowners and inspected and approved by the Authority. Two meters were installed for new customers and three meters changed.

**12. Professional Service Agreement – PFM Financial Services**

A motion (Albano-Jim) to engage the services of the PFM Group of Harrisburg, PA for independent financial consulting related to financial funding options for the Western End Sanitary Sewer Extension Project in accordance with their proposal letter and scope of services summary dated June 18, 2009 in an amount not to exceed \$12,000.00 for services related to this financing; in addition to the fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses not to exceed \$750.00; and fees will be paid upon successful settlement of the transaction; and the financial report by PFM must be submitted to the Authority by the close of business August 14, 2009 passed with 3 ayes.

**13. Acceptance of Deed of Dedication and Adoption of Resolution No. 2009-1002 – Schultz & Morelli Major Subdivision**

A motion (Bass-Jim) accepting the Deed of Dedication dated May 16, 2007 for the sanitary sewer and public water facilities installed for the Schultz & Morelli Major Subdivision and, further, adopt Resolut6on No. 2009-1002 passed with 3 ayes.

**14. Approval & Signing of Payment Plan Agreements – Harvest Acres, Phase I, Western End Sewer Extension Project – Resolution No. 2009-1047**

A motion (Albano-Jim) to adopt Resolution No. 2009-1047 authorizing the execution of the Payment Plan Agreements and authorizing the imposition of benefit assessments to be charged to certain property owners benefitted by the construction and installation of public sanitary sewer wastewater facilities within a portion of the western end of Northampton Township known as Harvest Acres and for the commencement of Jury of View process against the nine (9) properties listed in Exhibit "D" passed with 3 ayes.

**15. Jury of View Valuation & Independent Appraiser**

Mr. Zeuner stated that in order to proceed with a "Jury of View Valuation" for those property owners that elected not to participate in the Payment Plan Agreement, the Authority will need to engage the services of an independent appraiser for valuation purposes. The Authority has received a proposal from Indian Valley Appraisal Company of Souderton, PA for this service. Special Council Steven Hann, Esquire, has recommended this firm. The Executive Director is also recommending that we engage Indian Valley Appraisal Company of Souderton, PA to complete the appraisals at a cost of \$600.00 each in accordance with their proposal dated June 22, 2009.

A motion (Albano-Bass) that in order to proceed with a "Jury of View Valuation" for those property owners that elected not to participate in the Payment Plan Agreement, the Authority shall engage the services of Indian Valley Appraisal Company of Souderton, PA as an independent appraiser for valuation purposes to complete the appraisals at a cost of \$600.00 each in accordance with their proposal dated June 22, 2009 passed with 3 ayes.

**Supplemental "A" - Contract No. 4-S-09 – Western End Sanitary Sewer Extension, Phase II - Pump Station / General & Mechanical – Contract Agreement Change Order No. 5**

A motion (Jim-Bass) to approve Change Order No. 5 under the Professional Services Agreement with Gilmore & Associates in the amount of \$10,750.00 under Contract No. 4-S-09 for the chemical feed chamber for the Western End Sanitary Sewer Extension Project passed with 3 ayes.

**Executive Director's Report**

- **Grants Application Status** - The Commonwealth Finance Authority Board and Pennvest are both meeting later this month to review the sanitary sewer and water infrastructure grant requests. As previously reported, both agencies have been swamped with applications for grant monies for infrastructure improvements and additions. At this time, I have nothing new to report on the status of our applications.
- **Harvest Acres, Phase I of the Western End Sanitary Sewer Extension Project** - Gilmore & Associates' estimate of probable costs for restoration was off by \$93,000.00. The administration is in discussions with Gilmore & Associates because the Authority established its assessment based on the lower figure. The Executive Director will report on this item at the August 5, 2009 meeting.
- **CCR Report (Consumer Confidence Report 2008)** - As required by Federal EPA Regulations, the Authority has completed its annual Consumer Confidence Report for 2008 (often referred to as the CCR Report). The CCR is a report card on the quality of drinking water within Northampton Township. Every public water supplier is required to provide its customers with this report on an annual basis. I am pleased to report that the Authority had no violations and all samples taken had constituent levels below EPA action thresholds. Every water customer household in Northampton Township was mailed a copy of the report. Bulk copies were also distributed to the Township Administrative Office, the Northampton Township Senior Center, and the Northampton Township Library. Bulk copies were also distributed to the numerous nursing and assisted living facilities with the Township. The report will also be posted on our website and submitted to PA DEP with Certification, as required by law.
- **DEP Monthly Report** - The PA DEP monthly report has been submitted. Gilmore & Associates has not received the permits required by PA DEP as of June 30, 2009. The Ironworks Creek Sanitary Sewer Rehabilitation Project is progressing according to schedule. Our pre-construction meeting is on schedule for July 10, 2009 at the Authority offices. We will not put shovel in ground until we receive confirmation from PENNVEST on our request for "Letter of Non-Prejudice." It is our hope that we will have the LONP after their July 22, 2009 board meeting.

- **NBCMA Annual Report** - Several municipal authorities within our region provide their customers with a report highlighting capital projects, strategic programs and initiatives, accomplishments, and progress to meeting goals and objectives. The North Penn Water Authority and North Wales Water Authority are two examples of Authorities that have traditionally and successfully used the annual report as a public communication tool with its customers. It is my opinion, due to the extraordinary accomplishments the Authority has achieved, that such an annual report would provide our customers with an understanding of the Authority's value to the community. With the board's endorsement, I would like to pursue discussing with other Authorities and public relation firms the idea of an annual report of the Northampton, Bucks County, Municipal Authority and report back to the board at the August 5, 2009 public board meeting.
- **Northampton Days** - The Northampton, Bucks County, Municipal Authority will be again participating in the annual Northampton Days Celebration in September. In our continued effort to promote the three R's, Reduction, Reuse and Recycling . . . this year, we will be giving away reusable grocery bags with our logo. These bags have grown in popularity in recent years. The Authority will also be handling out literature about water conservation, sanitary sewer inflow reduction tips for homeowners and leak detection tabs.
- **2009 Billing** - Due to the extreme wet weather conditions, water and sewer billings are down \$248,891.00 for the first nine months of this fiscal when compared to last year.
- **Video Inspection Vehicle** - The new Aries video inspection vehicle has arrived. Training for the computer system is scheduled for next Wednesday, after which we will be back in full operation. The new machine is a significant upgrade from the previous unit.
- **PMAA Annual Conference** - The Pennsylvania Municipal Authorities Association is having their Annual Conference in Hershey, PA September 13<sup>th</sup> through 16<sup>th</sup>, 2009. If any board members are interested in participating in the forum, please let me know so we can make appropriate accommodations and reservations. I am planning to attend the conference and exhibition.

MR. ALBANO, CHAIRMAN, ADJOURNED THE MEETING AT 8:34 P.M.

THE NEXT MEETING IS SCHEDULED FOR AUGUST 5, 2009.