

Northampton, Bucks County, Municipal Authority

**Minutes of the Public Meeting held on November 04, 2015**

Members Attending: Edward Farling III, Chairman  
Vincent Deon, Vice Chairman  
Michelle Held, Treasurer  
John T. Jim, Secretary  
Charles Rehm, Assistant Secretary-Treasurer

Others Attending: Thomas A. Zeuner, Executive Director  
Edward Rudolph, Esquire, Solicitor  
Melissa Fiala, Esquire, Solicitor  
Christopher Walker P.E., Pennoni Assoc.  
Eileen Silver, Supervisor Liaison  
Debra Wirtz, Executive Assistant

Mr. Farling, Chairman, called the meeting to order at 7:34 p.m.

**1. Pledge of Allegiance**

Chairman Farling led the Pledge of Allegiance and requested a moment of silence for our service men and women in harm's way.

Chairman Farling stated that the Board met in executive session to discuss matters of potential litigation.

**2. Executive Director's Report**

Mr. Zeuner reviewed the items on the agenda and stated that the annual audit has begun led by B. Bergvall.

**3. Citizens' Concerns**

No citizens wished to address the Board.

**4. Approval of the Minutes of October 7, 2015**

A motion (Jim-Deon) made to approve the Minutes of October 7, 2015 passed with 4 ayes, Ms. Held abstained.

**5. Check Requisitions / Accounts Payable**

A motion (Held-Jim) adopting a resolution to approve **Revenue Fund Requisition No. 2067** dated October 21, 2015 in the amount of \$340,000.00 passed with 5 ayes.

The major items paid under **Requisition No. 2067** are as follows: BCWSA -Sewer \$246,990.64; BCWSA - Water - \$187,411.20; Ebert Engineering - \$4,108.17; Independence Blue Cross - \$26,423.14; Line Systems Inc. - \$1,067.97; Maxsolar Energy LLC - \$1,398.43; NSM Insurance Group - \$29,690.00; Michael Perzel - \$4,302.70; Pace Analytical - \$6,405.00; PECO - \$8,730.19; Pennoni Assoc. - \$53,746.56; Southampton Post Office - \$5,000.00; Telog - \$1,800.00 Yanora Enterprises - \$1,550.00; and a \$70,000.00 transfer for payroll and \$38,756.51 transfer for BCWSA disputed.

A motion (Held-Farling) adopting a resolution to approve **Revenue Fund Requisition No. 2068** dated November 4, 2015 in the amount of \$236,975.34 passed with 5 ayes.

The major items paid under **Requisition No. 2068** are as follows: All Industrial Safety Products \$1,761.84; CorrPro - \$3,390.00; Custom Care Property - \$1,950.00; Ebert Engineering - \$6,526.98; Guardian - \$3,309.72; Herbert, Rowland & Grubic, Inc. - \$5,323.34; Link Computer Corp. - \$3,280.00; PECO - \$2,560.49; Rudolph Clarke - \$23,050.14; W. Bruce Beaton - \$103,023.00; Ellen Distefano \$3,000.00 and a \$70,000.00 transfer for payroll.

A motion (Held-Jim) adopting a resolution to approve **BRI Fund Requisition No. 553** dated September 30, 2015 in the amount of 46,463.52 passed with 5 ayes.

A motion (Held-Deon) adopting a resolution to approve **BRI Fund Requisition No. 554** dated October 21, 2015 in the amount of 328,126.40 passed with 5 ayes.

A motion (Held-Rehm) adopting a resolution to approve **BRI Fund Requisition No. 555** dated November 4, 2015 in the amount of 53,750.05 passed with 5 ayes.

**6. Amendment to Corrective Action Plan (CAP)**

A motion (Rehm-Deon) made to adopt the amended Connection Management Plan (CMP) dated October 1, 2015 provided by Northampton Township as a revision to the exhibit in the Authority's Corrective Action Plan (CAP) last revised July 1, 2015. I further instruct the Executive Director to notify BCWSA and the Pennsylvania Department of Environmental Protection of the amendment to its' official CAP and Chapter 94 Report passed with 5 ayes.

**7. 2016 Operational and Capital Budget Adoption**

A motion (Deon-Rehm) made to adopt the 2016 Operational Budget as presented and approve the 2016 Capital budget Schedule "A" only passed with 5 ayes.

**8. Thomas Zeuner – Performance Bonus**

Chairman Farling read the following statement:

2015 has been another productive year for this Authority. During the last fiscal year, Mr. Zeuner has guided the organization through the Muni-Link/QuickBooks conversion and implementation: I have lived several of these in my own experience. Systems touch virtually every aspect of the business. The planning before, the data checking during, and the learning curve for all users after the conversion are all difficult, stressful, and require intensive care throughout. Mr. Zeuner has managed to the transition and the inevitable minor bumps along the way smoothly and professionally.

Mr. Zeuner has prudently but unflinchingly asserted and protected the rights of the Authority and its ratepayers in several very financially significant instances. The Authority has engaged professionals to gather relevant facts, and Mr. Zeuner has made determinations about the way forward based on a fair and reasoned view of those facts and the underlying agreements; and stood firm in the face of substantial pressures.

Mr. Zeuner worked with his team to develop a Corrective Action Plan with clear goals and deadlines, and measures of actual performance. The plan not only meets all regulatory

requirements, but has the added benefit of being physically achievable, in contrast to other options presented to the Authority.

Forward thinking: The G.I.S. and emergency response systems, and the I & I task force established this year are three significant ongoing projects expected to substantially benefit the Authority and the ratepayers, but are not considered tonight because they will not be complete until some point in 2016 fiscal year and beyond. Very substantial portions of the agenda tonight and in the next months are about the future: the budget tonight and the updated 5 year plan next month. Tom continues to think and plan ahead; to anticipate rather than react.

For these and other contributions, I therefore make a motion to award Mr. Zeuner a performance bonus for the fiscal year in the amount of \$5000.00. Mr. Jim seconded, the motion passed with 4 ayes, Ms. Held abstained.

**9. C.I.P.P. (Cured in Place Pipe) Change Order No. 1**

A motion (Jim-Farling) made to approve Change Order No. 1 for Contract 1-S-A-15 for C.I.P.P. lining to provide for bypass pumping in the amount of \$3,478.87 passed with 5 ayes.

**10. Traffic Control Agreement**

A motion (Rehm-Jim) made to authorize the Executive Director to engage Flagger Force Traffic Control Services of Hummelstown, PA on an as needed basis in accordance with their prevailing rate sheet.

**11. Leehurst Farm LP Land Development/Bond Reduction**

A motion (Jim-Rehm) made to authorize the reduction in its Bond identified as #39BSBGP4941 in the amount of \$731,406.25, and further authorize a reduction in its Bond #39BSBGP4936 in the amount of \$238,322.36 in accordance with the review letter of October 26, 2015 by Pennoni Associates passed with 5 ayes.

**12. PNOL Pinnacle Estates – Feasibility Review**

A motion (Farling-Rehm) made to declare public water and public sanitary sewer feasible for the 7 lot subdivision known as Pinnacle Estates passed with 5 ayes.

**13. Engagement of Professional Services – Herbert, Rowland & Grubic, Inc.**

A motion (Deon-Farling) made that the Northampton, Bucks County, Municipal Authority Board approve the engagement of Herbert, Rowland & Grubic, Inc. of Harrisburg, Pa for the purpose of providing the Authority with "Water and Wastewater Rate Studies" in accordance with their proposal dated November 3, 2015, consisting of 6 pages passed with 5 ayes.

**BOARD COMMENTS**

Mr. Deon voiced concerns regarding political pieces that included information taken from Authority executive sessions. Executive sessions are set up to protect the ratepayers. He stated that the Board must have confidence that what is said in executive session shall remain confidential.

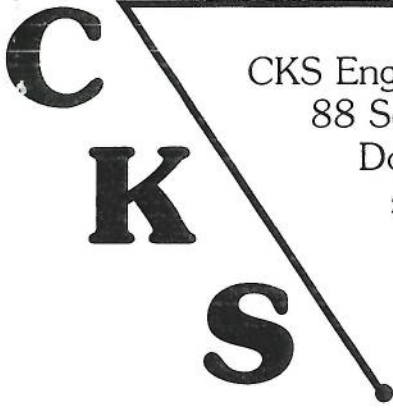
Mr. Zeuner thanked the Board

**ENGINEER COMMENTS**

Mr. Walker thanked the Board for trusting him with the G.I.S. project and is excited to present the project to the Board at the December meeting.

**Ms. Eileen Silver – Supervisor Liaison**, invited the Board to come to the Township building on November 11<sup>th</sup> at 6 p.m. to welcome back one of our soldiers, he will take out the marine flag, put in an American flag and celebrate his homecoming.

THERE BEING NO FURTHER BUSINESS TO DISCUSS, MR. FARLING ADJOURNED THE MEETING AT 8:17P.M.



CKS Engineers, Inc.  
88 South Main Street  
Doylestown, PA 18901  
215-340-0600 • FAX 215-340-1655

RECEIVED  
OCT 05 2015  
NORTHAMPTON  
BUCKS COUNTY  
MUNICIPAL AUTHORITY

David W. Connell, P.E.  
Joseph J. Nolan, P.E.  
Thomas F. Zarko, P.E.  
James F. Weiss  
Patrick P. DiGangi, P.E.  
Ruth Cunnane

October 1, 2015  
Ref: # 2890

Bucks County Water and Sewer Authority  
1275 Almshouse Road  
Warrington, PA 18976

Attention: John Butler

Reference: Neshaminy Interceptor Needs Analysis  
Newtown Township

Dear John:

As requested by Steve Hartman at Carroll Engineering Corporation, we have updated the Needs Analysis for Northampton Township to divide the column for 2015 to 2019 into individual columns for each year to update the list with current projects and reduce the miscellaneous growth item to account for the current projects. On behalf of Northampton Township, we have enclosed the updated Needs Analysis.

If you have any questions, please feel free to contact me.

Very truly yours,  
CKS ENGINEERS, INC.  
Township Engineers

Mary R. Stover, P.E.

MRS/klk  
Enclosure

cc: Robert Pellegrino, Manager, Northampton Township (w/enclosure)  
Michael Solomon, Planning and Zoning Director, Northampton Township (w/enclosure)  
Thomas A. Zeuner, Northampton Bucks County Municipal Authority (w/enclosure)  
Christopher Walker, P.E., Pennoni Associates Inc. (w/enclosure)  
John Swenson, P.E., Carroll Engineering Corporation (w/enclosure)  
Jenifer Fields, P.E., Pennsylvania Department of Environmental Protection (w/enclosure)  
David Connell, P.E., CKS Engineers, Inc. (w/enclosure)  
File

Table 1

Northampton Township Potential Projects																
No	Development Name	TMP Number	Type of Project	Project Status	BCWSA Meter	EDUs Projected	EDUs Connected In 2014	EDUs Remaining	Projected Avg. Flow (GPD)	2015 (EDUs)	2016 (EDUs)	2017 (EDUs)	2018 (EDUs)	2019 (EDUs)	2020-2024 (EDUs)	2025-2029 (EDUs)
1	Keith Boyd Subdivision	31-023-036	Residential	Approved Exemption	3105	4	2	2	602	2	0	0	0	0	0	0
2	Speath Subdivision	31-026-056-002	Residential	Approved	3105	3	1	2	602	2	0	0	0	0	0	0
3	Sewer District 3 – Residential, Phase 1 (Harvest Ac.)	Parcels identified on map from Chapter 94 Report	Residential	Planning Module Approved	3105	41	15	26	7025	2	2	2	2	2	2	10
4	Sewer District 3 – Residential, Phase 2 (Troymore Manor, Grenoble Manor)	Parcels identified on map from Chapter 94 Report	Residential	Planning Module Approved	3105	254	93	162	48762	12	12	12	12	12	12	60
5	Sewer District 3 – Non-Residential	Parcels identified on map from Chapter 94 Report	Business	Planning Module Approved	3105	254	120	125	37625	125	0	0	0	0	0	0
6	Juditt's Garden	31-010-058	Residential	Approved Final Plan	3105	8	0	6	1806	6	0	0	0	0	0	0
7	Holland Estates	31-040-137	Residential	Approved Exemption	3105	7	2	5	1505	5	0	0	0	0	0	0
8	Schultz Subdivision	31-035-007-005	Residential	Approved Exemption	Not Metered	3	1	2	602	2	0	0	0	0	0	0
9	Loehurst Development (Toll Bros.)	31-005-025	Residential	Approved Final Plan	3105	40	0	40	12040	40	0	0	0	0	0	0
10	Skilh (formerly Norton Subdivision)	31-005-012	Residential	Under Construction	3105	1	1	0	0	0	0	0	0	0	0	0
11	Jake's Eatery	31-015-145	Business	Approved	3105	4	0	4	1204	4	0	0	0	0	0	0
12	875 Buck Road	31-054-001	Business	Approved	3105	1	0	1	301	1	0	0	0	0	0	0
13	1677 Bridgetown Pike	31-039-007-001	Business	Approved	3105	1	0	1	301	1	0	0	0	0	0	0
14	Sewer District 3 – Non-Residential (Future Growth)	Parcels identified on map from Chapter 94 Report	Business	Planning Module Approved	3105	54	2	52	15652	10	10	10	10	10	10	2
15	Davis Property	31-009-002-008, 31-018-010, 011, 012, 014	Business	Approved	3105	65	0	65	19885	65	0	0	0	0	0	0
16	Sewer District 3 – 65 Richard Road	31-001-004-005	Business	Approval Pending	3105	2	0	2	602	2	0	0	0	0	0	0
17	295 Buck Road (Unit 14)	31-026-059-003-014	Business	Planning Module Approved	3105	3	1	2	602	2	0	0	0	0	0	0
18	216 Bustleton Pike	31-015-013	Business	Approval Pending	3105	1	0	1	301	1	0	0	0	0	0	0
19	Keith Boyd – 49 Sunset Dr	31-013-071	Residential	Completed	3105	1	1	0	0	0	0	0	0	0	0	0
20	Proposed Development (31.893 ac.)	31-035-039	Residential	Potential Project	3105	10	0	10	3010	10	0	0	0	0	0	0
21	Proposed Development (12 ac.)	31-026-119	Residential	Potential Project	3105	10	0	10	3010	10	0	0	0	0	0	0
22	Proposed Development (47.39 ac.)	31-026-131	Residential	Potential Project	3105	10	0	10	3010	10	0	0	0	0	0	0

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23	Proposed Development (6.7 ac.)	31-025-038	Residential	Potential Project	3105	5	0	5	1505	5	0	0	0	0	0	0
24	Holland Middle School Expansion	31-035-005	Institutional	Potential Project		50	0	50	15050	0	50	0	0	0	0	0
25	Council Rock School District	31-044-191	Institutional	Potential Project	3105	75	0	75	22575	75	0	0	0	0	0	0
26	Misc. Growth per NBCMA's Chap. 94	Unknown	Various	Potential Project	Unknown	427	0	427	128327	7	30	30	30	30	150	150
27	Misc. Change of Use	Unknown	Various	Potential Project	Unknown	150	0	150	45150	10	10	10	10	10	50	50
28	340 Rockville Road (JM Contracting)	31-026-051-014	Residential	Approval Pending	3105	1	0	1	301	1	0	0	0	0	0	0
29	10 Cameron Drive	31-055-010	Residential	Approval Pending	3105	1	1	0	0	0	0	0	0	0	0	0
30	Susleton Pike - Snyder	31-015-091	Residential	Approval Pending	3105	1	1	0	0	0	0	0	0	0	0	0
31	Rockville Road (JM Contracting)	31-025-053	Residential	Approval Pending	3105	1	1	0	0	0	0	0	0	0	0	0
32	Chapel Woods Assoc.(582 Beverly Rd)	31-028-188	Residential	Approval Pending	3105	1	0	1	301	1	0	0	0	0	0	0
33	555 East Holland Rd. (Waverly)	31-035-028	Residential	Pending Re-Approval of Development	Not Metered	15	0	15	4515	15	0	0	0	0	0	0
34	Kampus Clothes	31-001-008-013	Business	Under Construction	3105	1	1	0	0	0	0	0	0	0	0	0
35	295 Buck Road (Unit 4)	31-025-059-003-004	Business	Approval Pending	3105	5	5	0	0	0	0	0	0	0	0	0
36	Crossroad Plaza	31-015-023-004	Business	Potential Project	3105	5	0	5	1505	0	1	2	1	1	0	0
37	Municipal Expansion	31-015-142-007	Institutional	Potential Project	3105	4	0	4	1204	0	4	0	0	0	0	0
38	Richboro Plaza	31-005-103	Business	Potential Project	3105	5	0	5	1505	0	1	2	1	1	0	0
39	Wawa - Richboro	Unknown	Business	Potential Project	3105	2	0	2	602	0	2	0	0	0	0	0
40	777 Holboro Road	31-005-082-001	Residential	Potential Project	3105	1	0	1	301	1	0	0	0	0	0	0
41	Industrial Redevelopment	31-001-004	Business	Potential Project	3105	36	0	36	10635	0	0	36	0	0	0	0
42	Wright Property	31-010-025-001	Business	Potential Project	3105	40	0	40	12040	0	20	20	0	0	0	0
43	Sibley Property	31-001-007-002	Business	Potential Project	3105	2	0	2	602	0	2	0	0	0	0	0
44	Office Redevelopment	31-018-018, 019, 020, 021	Business	Potential Project	3105	20	0	20	6020	0	0	0	0	0	20	0
45	Office Building - Richboro	31-015-143, 145	Business	Potential Project	3105	4	0	4	1204	0	0	0	0	0	4	0
46	Institutional Redevelopment	31-015-138-002	Institutional	Potential Project	3105	5	0	5	1505	0	0	0	0	0	5	0

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No	Development Name	TMP Number	Type of Project	Project Status	BCWSA Meter	EDUs Projected	EDUs Connected In 2014	EDUs Remaining	Projected Avg. Flow <sup>1</sup> (GPD)	2015 (EDUs)	2016 (EDUs)	2017 (EDUs)	2018 (EDUs)	2019 (EDUs)	2020-2024 (EDUs)	2025-2029 (EDUs)
47	Russell Property (Catalano - Pinnacle Estates)	31-010-075	Residential	Approval Pending	3105	8	0	8	2409	0	0	0	0	0	0	0
48	Russell Gardens	31-005-039	Residential	Potential Project	3105	12	0	12	3612	0	0	0	0	0	12	0
49	Russell Tract	31-005-045	Residential	Approval Pending	3105	5	0	5	1505	0	5	0	0	0	0	0
50	McKenna Minor Subdivision	31-005-82	Residential	Approval Pending		2	0	2	602	2	0	0	0	0	0	0
51	Deluca Minor Subdivision	31-005-40	Residential	Approval Pending		1	0	1	301	1	0	0	0	0	0	0
52	Menaque Minor Subdivision	31-015-20	Residential	Approval Pending		1	0	1	301	1	0	0	0	0	0	0
53	Residential Development		Residential	Potential Project	3105	10	0	10	3010	0	0	0	0	0	0	10
54	Gwynlyn - Sewer District 3	31-052-081, 085-085	Residential	Watch List <sup>2</sup>	3105	12	0	12	3612	0	0	0	0	0	0	12
55	Hill Rd. Lincoln Cir and Charlar Cir - Sewer District 3	31-048-056 to 082	Residential	Watch List <sup>2</sup>	3105	27	0	27	8127	0	0	0	0	0	0	27
56	Spring Garden Mill	31-060-801 to 057, 057-001, 057-002	Residential	Watch List <sup>2</sup>	3101	49	0	49	17759	0	0	0	0	0	0	49
57	College Park	31-045-025 to 054, 058 to 082, 083 to 095, 099 to 110, 112 to 120, 122	Residential	Watch List <sup>2</sup>	3105	90	0	90	27090	0	0	0	0	0	0	90
	<b>TOTAL</b>					<b>1859</b>	<b>255</b>	<b>1603</b>	<b>482503</b>	<b>431</b>	<b>157</b>	<b>124</b>	<b>66</b>	<b>66</b>	<b>313</b>	<b>446</b>

<sup>1</sup> Projected Flows are calculated using 300 gpd/EDU since this is calculated average effluent per EDU by MCHS. BCWSA used 250 gpd on the NTCMP. Some Planning Modules have been approved at 350 gpd/EDU.

<sup>2</sup> "Watch List" means that these areas are being monitored for possible future connection to the public sewer system. These developments are existing and have in-lot sewage disposal systems.



FISCAL 2015 CONTRACT SUMMARY

CAPITAL PROJECT #	PROJECT NAME	BUDGETED AMOUNT	AWARDED AMOUNT	CHANGE ORDER	CONTRACT AMOUNT	PAID TO DATE (Including 10/7/15 Board Meeting)			TOTAL PAID TO DATE	BALANCE REMAINING	
						PAY APP #1	PAY APP #2	PAY APP #3			
CP-2015-S-2	(8) REMEDIATION C.I.P.P.	\$ 100,000.00	\$ 254,280.00	\$ -	\$ 254,280.00	\$ 8,709.29	\$ 23,337.91	\$ 50,057.54	\$ 46,463.52	\$ 128,568.26	\$ 254,280.00
CP-2015-S-3	(8) REMEDIATION (GROUTING - GENERAL)	\$ 200,000.00	\$ 257,758.80	\$ 800.00	\$ 258,558.80						\$ 129,990.54
CP-2015-S-5	MUFFIN MONSTER FOR HIGHSPIRE SANITARY SEWER PUMP STATION	\$ 87,000.00	\$ 57,462.00	\$ 182.00	\$ 57,444.00						\$ 57,444.00
	ROOT CONTROL FOR SANITARY SEWERS		\$ 119,250.00	\$ -	\$ 119,250.00						\$ 119,250.00
CP-2015-W-12	(2) VFD (VARIABLE FREQUENCY DRIVES) AT RICHBROOK WATER P.S.	\$ 27,000.00			\$ -						\$ -