

**Minutes of the Public Meeting held on December 3, 2014**

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

Others Attending: Thomas A. Zeuner, Executive Director  
Edward Rudolph, Esquire, Solicitor  
Noah Marlier, Esquire, Solicitor  
Christopher Walker P.E., Pennoni Assoc.  
Eileen Silver, Northampton Township Liaison  
Debra Wirtz, Stenographer

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

**1. Pledge of Allegiance**

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

**2. Executive Directors Report**

**Mr. Zeuner gave an update on the following topics:**

- Mr. Zeuner advised the board that the Tanner S.S. Pump station is now meeting flow expectations and the request for purchase of the back-up Flyght pump will be on the January 2015 agenda for Board consideration.
- The Churchville TCE water main extension as prepared by CKS Engineers and being facilitated by the PA DEP via grant has been reviewed by the Authority consulting engineer and comments and recommendations to meet the Authority's long term expectations and desires has been communicated.
- The Authority hosted a meeting with Rapid Alert, regarding evaluating emergency response improvements related to our recent water main break on Bustleton Pike. This was a joint meeting with the provider and representatives from the Authority and Northampton Township Administration

**3. Citizens' Concerns**

Eileen Silver, Northampton Township Liaison, commented on the positive cooperation between the Township and the Authority.

**4. Approval of the Minutes of November 5, 2014**

A motion (Jim-Rehm) was made to approve the Minutes of November 5, 2014 passed with 4 ayes.

**5. Check Requisitions / Accounts Payable**

A motion (Rehm-Jim) adopting a resolution to approve **Revenue Fund Requisition No. 2042** dated November 19, 2014 in the amount of \$192,514.89 passed with 4 ayes.

The major items paid under **Requisition No. 2042** are as follows: W. Bruce Beaton Co. \$34,472.00; D & S Sales - \$5,425.88; Flow Assessment - \$4,900.00; Guardian - \$3,242.56; HD Supply Waterworks - 3,034.29; Independence Blue Cross - \$11,476.86; Line Systems - \$1,018.54; PECO \$10,309.36; Pennoni Assoc. - \$17,236.79; Ricks Tree Service - \$1,850.00; Rio Supply - \$4,500.00; JH Shanahan Inc. - \$1,740.00; Teamsters Health - \$16,153.68; and a \$70,000.00 transfer for payroll.

A motion (Rehm-Farling) adopting a resolution to approve **Revenue Fund Requisition No. 2043** dated November 24, 2014 in the amount of \$421,597.87 passed with 4 ayes.

The major items paid under **Requisition No. 2043** are as follows: First National Bank of Newtown - \$421,597.87.

A motion (Rehm-Jim) adopting a resolution to approve **Revenue Fund Requisition No. 2044** dated December 3, 2014 in the amount of \$696,992.55 passed with 4 ayes.

The major items paid under **Requisition No. 2044** are as follows: BCWSA - Sewer - \$271,344.16; BCWSA - Water - \$216,998.64; Bill Frusco - \$4,130.00; Cessco Inc. - \$2,049.95; CSI Computer Software- \$1,434.00; Ellen Distefano - \$3,000.00; Gayle Corp. - \$2,965.81; PECO - \$5,786.86; Rudolph Clarke LLC - \$9,693.12; J H Shanahan - \$1,060.00; Upper Southampton MUA - \$54,627.00; Xylem Water Solutions - \$3,474.38; and a \$70,000.00 transfer for payroll.

A motion (Rehm-Farling) adopting a resolution to approve **BRI Fund Requisition No. 544** dated December 3, 2014 in the amount of \$13,248.05 passed with 4 ayes.

**6. Maintenance Report - August 2014**

Mr. Zeuner provided highlights from the report.

**7. Amendments to the Employment Policy and Manual**

A motion (Jim-Rehm) was made that the Northampton, Bucks County, Municipal Authority Board approve the changes to the Authority's "Employment Policy and Rules" document last revised February 2, 2011 identified as Revision level 6 to reflect the suggested changes noted in Revision level 7 dated December 3, 2014 passed with 4 ayes subject to amendments to be clarified at the January public meeting.

**8. 2015 Holiday Schedule**

A motion (Farling-Rehm) was made that the Northampton, Bucks County, Municipal Authority Board approve the 2015 holiday schedule as presented passed with 4 ayes.

**9. Formax Auto Seal Equipment (Purchase)**

A motion (Rehm-Jim) move that the Northampton Bucks County, Municipal Authority ("Authority") Board authorize the purchase of one (1) Formax® AutoSeal® FD-2054 High Volume Tabletop Pressure Sealer Equipment from CBM Government Marketing Division of Johnstown, PA 15901 in accordance with their proposal. The purchase of the equipment is through the PA-Costars Cooperative Purchase Agreement No. 001-020 in the amount of \$9,901.10 passed with 4 ayes.

A motion (Rehm-Farling) was made that the Board approve the 12 month Service Contract No. FD2054SVC in the amount of \$1,199.00 passed with 4 ayes.

**10. CSI – Total Care Agreement (I.T.)**

A motion (Farling-Rehm) was made that the Northampton, Bucks County, Municipal Authority (Board) authorize the Executive Director to enter into the I.T. Total Service Care Agreement with Computer Software, Inc. of Chalfont, PA in accordance with their proposal received November 19, 2014 for the Agreement period of January 1, 2015 to December 31, 2015 at their proposed price of \$8,820.51 passed with 5 ayes.

**11. TCG Land Development – Escrow Release**

A motion (Albano-Farling) was made that the Northampton Bucks County, Municipal Authority Board authorize the reduction in the Letter of Credit with Fulton Bank for TCG Realty, LP with Fulton Bank in the amount of \$4,713.79 in accordance with the review letter of November 14, 2014 by Pennoni Associates passed with 4 ayes.

**BOARD COMMENTS**

Ms. Held – Happy Holidays and Happy New Year

Mr. Rehm – Clarified the date of the first meeting in January being January 7, 2015

Mr. Zeuner – Stated that the Township is interested in acquiring one of our trucks, which has no book value to the Authority, a motion (Rehm-Farling) was made to transfer the truck to the Township at an agreeable value to the Executive Director from the Authority passed with 4 ayes.

Mr. Farling – Had comments on our notification of residents, possibly using the Northampton Patch for emergencies, and also investigate if we can use the internet and cable networks.

Mr. Marlier – Happy Holidays

Mr. Walker – Gave an update on the GIS water and sanitary sewer project being completed by Pennoni Associates, GPS coordinates are being gathered on all infrastructure

THERE BEING NO FURTHER BUSINESS TO DISCUSS, MR. ALBANO ADJOURNED THE MEETING AT 7:58 P.M.