

Northampton, Bucks County, Municipal Authority

Minutes of the Public Meeting held on November 5, 2014

Members Attending: Antonio Albano, Chairman
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 - absent
Loretta Nesti, Stenographer

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

1. Pledge of Allegiance

Chairman Albano led the Pledge of Allegiance and requested a moment of silence for our service men and women in harm's way. Mr. Albano stated that the Board met in executive session to discuss matters of personnel and litigation.

2. Citizens' Concerns

Kristin Linkewich, 94 Creek Road had comments and concerns regarding the water main break communication to the public. Mr. Zeuner provided details as to the timing of the boil water advisory. The Authority will strive to provide better communication if needed in the future. Mr. Albano stated that there will be a review of the notification procedure.

Resident of 1250 Spencer Road, had concerns about our coordinating with other agencies regarding better notification to residents.

Mr. Zeuner provided a chronology of the water main break;

The Authority has a significant water main break on Sunday morning October 19, 2014.

The water main break was repaired by 9:00 PM on Monday evening. There was a "Boil Water Advisory" issued for a select section of Northampton Township (approx. 400 properties). The following methods of notification and communications were implemented during the emergency

- PA-1 Calls Completed for all utilities (electric gas etc... including SUNOCO) (Sunday morning)
- Frank Fenton: Northampton Township Emergency Management Coordinator (Sunday morning)
- Significant flushing of impacted area began on Sunday morning due to dirty water (Sunday morning and afternoon)
- Water Valves were turned off at strategic locations to limit the impact of the geographic area (Sunday morning)
- SUNOCO Logistics was notified as the fuel pipeline was in extreme close proximity the area of the break (less than 12 inches from their 14 inch gas line (unleaded)
- NBCMA established a "Call Center" response protocol which directed all calls of concern to Paul Angelini (NBCMA System Manager) 24 hours a day (beginning Sunday)
- Northampton Township posted the Water Main Break Notice on its website (Monday morning)
- PA DEP was notified of the situation and consulted on our planned procedure to implement a boil water advisory.
- NBCMA posted the Water Main Break Notice on its website (Monday morning)
- NBCMA issued Press Release to the Bucks County Courier Times (Monday)
- Press Releases were provided to the media Courier Times (Channel 3,6 10, & Fox News) (Monday)
- Advised Superintendent Klein Monday late morning that a boil water advisory "may" happen later in the day that impacts CR Churchville Elementary
- Emergency Management (Bucks County : Robo call/ Reverse 911 system coordinated through Northampton Township (Monday afternoon)
- Advised Council Rock midafternoon that a boil water advisory would be issued
- Superintendent Klein of C.R. used their e-mail blast system to their distribution network as an added means of communication
- Northampton Township Posted Boil Water Advisory on Website (Monday afternoon)

- NBCMA Posted Water Advisory on Website (Monday afternoon)
- Cases of bottled water were delivered to the lobby of the Northampton Township Police department for property owners requesting bottled water (Monday)
- Hand delivery of Notices to all properties without water were hand delivered on (Monday afternoon/ evening) 18
- Hand Delivery of Notices to all properties effected by the water advisory completed on (Tuesday) approx. 400

A great number of the concerns we have received critical of the emergency relate to property owners not being notified of a boil water advisory when the water main break occurred on Sunday. A boil water advisory is only issued when there is a negative pressure in the water system. Most water main breaks occur around the circumference of the pipe. In those case, we reduce the water flow but do not completely turn off the pressure and the repair can be completed without the need to provide the Boil Advisory Notice. Unfortunately, once excavated and inspected, this break (numerous) was around the circumference and laterally down the pipe which necessitated the need to replace several full lengths of pipe. Pressure was maintained in the system before the repair was implemented. That repair occurred after 6:00 PM on Monday. Any water used and consumed prior to the time was deemed safe.

The "Boil Water Notices" to the community (400 properties) began prior to the actual depressurizing of the area of repair. Once confirmation was received from the laboratory the Boil Water Advisory was lifted.

The Authority Team did an excellent job in managing this very challenging situation. They worked endless hours until the job was completed. A special thank you needs to be extended to Gary Crossland of Northampton Township public works. He was very responsive and true to his word "Whatever you need, you got it". His level of cooperation should not go unnoticed. Council Rock School District for using their e-mail blast system as an additional means of notification and Newtown Artesian Water for their early Monday morning loan of several lengths of 12 inch ductile iron pipe required to facilitate the repair.

3. Executive Directors Report

Mr. Zeuner gave an update on the following topics:

Mr. Zeuner stated that in addition to the 14 agenda items, there is a settlement agreement with Ivyland Industrial Partners, and asked Solicitor Rudolph to update to the Board.

Mr. Rudolph gave an explanation of the Agreement with Ivyland Industrial Partners.

A motion (Albano-Farling) WHEREAS, the Northampton, Bucks County, Municipal Authority is a party in litigation filed by Ivyland Industrial Partners, L.P. Bucks County Court of Common Pleas No. 2011-03805; and

WHEREAS, the Authority wishes to settle said litigation; and

NOW, THEREFORE, BE IT RESOLVED that the Board of the Northampton, Bucks County, Municipal Authority ("Authority") does hereby agree to settle the litigation with Ivyland Industrial Partners, L.P. ("Ivyland Industrial") pursuant to the terms as set forth in letter dated October 3, 2014 from Edward Rudolph, Esquire, Solicitor of the Authority to Gregg I. Adelman, Esquire as attorney for Ivyland Industrial, a copy of which is attached hereto subject to the acceptance of such settlement, as conditioned upon the terms set forth in the letter dated October 31, 2014 from Gregg I. Adelman, Esquire to Edward Rudolph, Esquire, a copy of which is attached hereto;

FURTHER RESOLVED that the Authority shall make available to Ivyland Partners 16 EDUs of sanitary sewer service for the subject property (Ginko Park Lot #3) subject to the parties entering into an Improvement Agreement, with a reasonable time period, consistent with the Authority rules and standard practices Adopted at the Public Meeting held on the 5th of November 2014, passed with 5 Ayes.

4. Approval of the Minutes of October 1, 2014

A motion (Farling-Rehm) was made to approve the Minutes of October 5, 2014 passed with 4 ayes Mr. Albano abstained.

5. Chairman Albano called for a 5 minute recess

6. Chairman Albano called the meeting to order and asked Mr. Zeuner if he needed to continue his Executive Director's report.

Mr. Zeuner continued the Executive Director report, stating the Jeffrey Greenwood is in attendance and will be starting with the Authority on December 1, 2014 as Chief of Operations. We look forward to his fresh ideas and is part of our succession planning. Don Johnson will be assuming the title of Director of Special Projects. Don will be focused on I & I initiatives and safety programs, his 40 years of experience at the Authority will be invaluable in meeting the challenge of I & I. Finances of the Authority are more favorable than when we had the workshop, we are budgeting a positive of \$591,000.00 vs the \$110,000.00 most of that due to the reduced sanitary sewer costs due to limited rain in September.

Mr. Zeuner stated that the Authority recently completed its' I & I Abatement Grouting Program in the Woods basin. In the process of evaluation and corrective action 17,574.49 linear feet of sanitary sewer main was televised and cleaned, 2,266 pipe joints were

pressure tested for integrity and 321 gallons of grout was used to rehabilitate the infrastructure.

Mr. Zeuner also stated that next week the Authority will begin the scanning and data collection of the content of customer files in digital format in anticipation of our Muni-Link launch of February 1, 2015. We have 155 file cabinet drawers to process.

Mr. Rehm had comments regarding the water main break. He spent about an hour at the site and was impressed at how direction was given, one person was the lead, if you hadn't seen the pictures of the trench, safety was paramount, and our guys did an excellent job, when problems arose they worked straight through, with our senior technicians teaching junior technicians. Paul Angelini took all calls and handled them calmly.

Resolution No. 2014-1154

A motion (Rehm-Albano) was made;

Whereas the Northampton, Bucks County, Municipal Authority is responsible for provision of water and sewer services in an environmentally responsible manner;

And whereas the employees of this Authority serve the community of Northampton Township in maintaining health and safety;

And whereas the water main break on Bustleton Pike in October 2014 was potentially an environmental catastrophe;

Therefore the Board of the Northampton, Bucks County, Municipal Authority does hereby proclaim this Resolution in Recognition of the extraordinary efforts' of the personnel of this Authority in working for forty-two (42) straight hours to resolve the emergency in environmentally sound manner with exemplary professionalism, passed with 5 ayes.

7. Check Requisitions / Accounts Payable

A motion (Rehm-Albano) adopting a resolution to approve **Revenue Fund Requisition No. 2039** dated October 15, 2014 in the amount of \$220,150.70 passed with 5 ayes.

The major items paid under **Requisition No. 2039** are as follows: Custom Care Property \$1,950.00; Ellen Distefano - \$2,200.00; Environmental Service - \$1,408.37; Flow Assessment - \$4,900.00; Fred Beans Ford - \$109,306.00; HD Supply Waterworks - 1,898.20; Herbert Rowland & Grubic - \$1,582.93; Karl Hops - \$1,026.93; Manko, Gold, Katcher & Fox - \$2,547.60; Northampton Township - \$1,307.69; NWN Corporation - \$9,958.00; Pennoni Assoc. - \$28,258.94; Ricks Tree Service - \$1,600.00; Southampton Post Office - \$5,000.00; Teamsters Health - \$16,153.68; Warminster Municipal Authority - \$22,705.63.

A motion (Rehm-Jim) adopting a resolution to approve **Revenue Fund Requisition No. 2040** dated October 31, 2014 in the amount of \$697,419.15 passed with 5 ayes.

The major items paid under **Requisition No. 2040** are as follows: BCWSA – Sewer - \$265,910.96; BCWSA - Water - \$205,364.56; Chet's Printing - \$1,395.00; Guardian - \$3,314.95; HD Supply Waterworks - 3,120.00; Independence Blue Cross - \$12,583.07; Karl Hops - \$2,308.01; NSM Ins Group - \$34,558.00; PECO - \$13,464.48; Principal Fin. - \$2,305.25; RHR Mechanical - \$3,710.23; Rick's Tree Service - \$4,500.00; Rio Supply - \$4,504.99; J H Shanahan - \$9,105.00; SP Auto Parts - \$1,500.00; Street Road Accessories - \$7,264.49; Univar - \$1,244.50 and a \$70,000.00 transfer for payroll.

A motion (Rehm-Jim) adopting a resolution to approve **Revenue Fund Requisition No. 2041** dated November 5, 2014 in the amount of \$94,626.30 passed with 5 ayes.

The major items paid under **Requisition No. 2041** are as follows: Ellen Distefano - \$2,900.00; Rudolph Clarke LLC. - \$16,904.80 and a \$70,000.00 transfer for payroll.

8. 2015 Operational & Capital Budgets

A motion (Farling-Rehm) was made, Bucks County, Municipal Authority Board approve the 2015 Operational and Capital Budgets as submitted by Executive Director Zeuner dated October 29, 2014, with a change to item# CP-2015 A9 to go out to bid vs professional services, passed with 5 ayes.

9. G.I.S. Professional Service (Water and Sanitary Sewer Database)

A motion (Rehm-Albano) was made that the Northampton, Bucks County, Municipal Authority Board authorize the Executive Director to engage the professional services of Pennoni Associates to develop and successfully launch the G.I.S. System for the Authority in accordance with their proposal dated October 8, 2014, passed with 5 ayes.

10. Administration Employees 2015

A motion (Farling-Rehm) was made that the Northampton, Bucks County, Municipal Authority Board approve the 3% raise in compensation for all administrative employees of record as of November 1, 2014 with an effective date of November 1, 2014, passed with 5 ayes.

11. Purchase of four (4) Authority vehicles Capital Project: CP-2015-A-10, 11, & 14

A motion (Jim-Rehm) was made that the Northampton, Bucks County, Municipal Authority ("Authority") Board award Capital Project No. CP-2015-W-11 vehicle(s) purchase (quantity

2, units 27 and 33) in the amount of \$32,220.00 each for a total of \$64,440.00 to Fred Beans Ford of West Chester Pa in accordance with their proposal dated September 15, 2014 per the Commonwealth of Pennsylvania CoStars Purchasing Cooperative Contract, Vendor I.D. #25-013.

And;

I move that the Northampton, Bucks County, Municipal Authority ("Authority") Board award Capital Project No. CP-2015-W-10 vehicle purchase (unit 24) in the amount of \$39,987.00 to Fred Beans Ford of West Chester Pa in accordance with their proposal dated September 15, 2014 per the Commonwealth of Pennsylvania CoStars Purchasing Cooperative Contract, Vendor I.D. #25-013.

And;

I move that the Northampton, Bucks County, Municipal Authority ("Authority") Board award Capital Project No. 2015-A-14 vehicle purchase in the amount of \$22,842.00 to Fred Beans Ford of West Chester Pa in accordance with their proposal dated October 30, 2014 per the Commonwealth of Pennsylvania CoStars Purchasing Cooperative Contract, Vendor I.D. #25-013, passed with 5 ayes.

12. Sale of Surplus Equipment

A motion (Rehm-Jim) was made authorizing the Northampton Bucks County, Municipal Authority Board sale of subject vehicles and equipment and vehicles as prepared by the Executive Director be sold on the Municibid electronic bidding platform passed with 5 ayes.

13. Authorization to prepare Annual Bid Package – C.I.P.P. Sanitary Sewer Lining

A motion (Albano-Farling) was made that the Northampton Bucks County, Municipal Authority Board approve the authorization of the Administration to prepare annual bid packets for Capital Project, CP-2015-S-2, Cured In Place Pipe, and authorize the advertising of this competitive bid project on PennBid passed with 5 ayes.

14. Authorization to prepare Annual Bid Package – Manhole Rehabilitation

A motion (Farling-Rehm) was made that the Northampton Bucks County, Municipal Authority Board approve the authorization of the Administration to prepare annual bid packets for Capital Projects, CP-2015-S-1, Manhole Rehabilitation, and authorize the advertising of this competitive bid projects on PennBid passed with 5 ayes.

15. Authorization to prepare Annual Bid Package – Sanitary Sewer Grouting

A motion (Rehm-Farling) was made that the Northampton Bucks County, Municipal Authority Board approve the authorization of the Administration to prepare annual bid packets for Capital Project, CP-2015-S-3, Sanitary Sewer Grouting, and authorize the advertising of this competitive bid project on PennBid passed with 5 ayes.

Mr. Rehm noted that I & I is an ongoing project.

16. Annual Water and Sewer Report

A motion (Rehm-Jim) was made that the Northampton, Bucks County, Municipal Authority Board authorize Pennoni Associates to prepare its "Annual Water and Sewer Report" as required by our trust indenture at a price not to exceed \$5000.00 passed with 5 ayes.

17. Thomas Zeuner – Performance Bonus

A motion (Rehm-Jim) was made to grant Mr. Thomas Zeuner, Executive Director a 2014 performance bonus award adopted at the public meeting this evening, in the amount of \$7,500.00 passed with 5 ayes.

BOARD COMMENTS

Ms. Held – Great job on the water main break.

Mr. Jim – Great job on the main break

Mr. Zeuner – Thanked the Board

Mr. Farling – Thanked everyone who voted yesterday

Mr. Walker – Gave an update on current projects.

Mr. Greenwood – Stated he is very excited to join the Authority

Mr. Albano – Praised Thomas Zeuner for his work during the main break.

THERE BEING NO FURTHER BUSINESS TO DISCUSS, MR. ALBANO ADJOURNED THE MEETING AT 9:55 P.M.