

Northampton, Bucks County, Municipal Authority

Minutes of the Public Meeting held on January 2, 2019

Board Members: Vincent Deon, Chairman
Stephen Mc Gill, Vice Chairman
John T. Jim, Secretary
Charles Rehm, Assistant Secretary-Treasurer - absent
Edward Farling III, Treasurer

Others: Thomas A. Zeuner, Executive Director
Edward Rudolph, Esquire, Solicitor
Melissa Fiala, Esquire, Solicitor - absent
Christopher Walker P.E., Pennoni Assoc.
Frank O'Donnell, Northampton Supervisor Liaison-absent
Debra Wirtz – Executive Assistant

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

1. Pledge of Allegiance

Chairman Deon, lead the Pledge of Allegiance and requested a moment of silence for first responders and our men and women serving in harms way.

2. Executive Director's Report

Customer Banking Arrangement: We have been advised by Univest Bank that the customer service currently enjoyed by our ratepayers for payment of water and sanitary sewer bills is being amended effective April 1, 2019.

Sanitary Sewer Flows Exceeding Projections: 2018 has proven to be an extraordinary wet year for our geographic region. Our most recent month demonstrated how such a high ground water table adversely impacts on sanitary sewer flows. The Authority will closely monitor sewer flows against projections and keep the Board advised.

PMAA Region NO. 1 Dinner Meeting: The Winter PMAA Region No. 1 Dinner meeting will be held on Thursday, January 31, 2019 at presidential Caterers in East Norriton, PA. Speakers for that evenings event will be Fran Hanney – PennDOT Senior Manager Traffic Services Division and Stan Rockovich of XYLEM Inc. will discuss “Contingency Planning and Smart Design of Lift Station using Back-up Pumps”.

Building Dedication: On December 18th, the Authority hosted an event to dedicate our new administrative building to the memory of John E. Long Jr. and George F. Komelasky. The event was well attended and a tribute to these two great leaders of our community.

NBCMA Audit- Fiscal Year 2018: The 2018 independent audit of the Authority is near completion. The audit process progressed smoothly as expected. A full copy of the report will be made available to the Board as soon as the independent auditors publishes the final report

Collective Bargaining Agreement: Negotiations are ongoing.

3. Reorganization of the Board

Mr. Deon nominated himself to serve as the Authority's temporary Chairman for the reorganization of the Board, Mr. Farling seconded and the nomination passed with 4 ayes.

Mr. Deon nominated Mr. Farling to serve as the Authority's Chairman for the calendar year 2019, Mr. McGill seconded and with no other nominations the nomination passed with 4 ayes.

Mr. Deon nominated Mr. McGill to serve as the Authority's Vice Chairman of the calendar year 2019, Mr. McGill seconded and with no other nominations the nomination passed with 4 ayes.

Mr. Deon nominated Mr. Rehm to serve as the Authority's Treasurer for the calendar year 2019, Mr. McGill seconded and with no other nominations the nomination passed with 4 ayes.

Mr. Deon nominated Mr. Jim to serve as the Authority's Secretary for the calendar year 2019, Mr. McGill seconded and with no other nominations the nomination passed with 4 ayes.

Mr. Deon nominated himself to serve as the Authority's Asst. Secretary-Treasurer for the calendar year 2019, Mr. McGill seconded and with no other nominations the nomination passed with 4 ayes.

A motion (Farling-McGill) to appoint *Rudolph, Clarke, LLC* of Trevoise PA as the Authority Solicitor for 2019 passed with 4 ayes.

A motion (Deon-McGill) to appoint *Christopher Walker, P.E., and the firm of Pennoni Associates Inc.* of Warrington PA as the Authority's Consulting Engineer for 2019 passed with 4 ayes.

A motion (Farling-Deon) to appoint *Manko, Gold, Katcher and Fox LLP* of Bala Cynwyd PA as the Authority's Environmental Special Counsel for 2019 passed with 4 ayes.

A motion (Deon-McGill) to appoint *Neil A. Morris, Esquire of Offit Kurman P.C.* of Philadelphia PA as the Authority's labor counsel for 2019 passed with 4 ayes.

A motion (Farling-McGill) to appoint the Board Members as Trustees for the administration employees' pension plan with *Principal Financial Group* for 2019 passed with 4 ayes.

A motion (Deon-Farling) to appoint the Board Members as Trustees for the *AIG/VALIC* deferred pension plan for 2019 passed with 4 ayes.

A motion (Farling-Deon) to appoint *The Brokers Network* as the Authority's Healthcare Insurance Brokers of Record for 2019 passed with 4 ayes.

A motion (Deon-McGill) to appoint *W. Bruce Beaton Co. Inc.* as the Authority's Liability Insurance Brokers of Record for 2019 passed with 4 ayes.

A motion (Deon-Farling) to appoint *Herbert, Rowland and Grubic Inc.* of Harrisburg, PA as Consultant for Special Projects for 2019 passed with 4 ayes.

A motion (Farling-McGill) to appoint Thomas A. Zeuner as the Authority's Executive Director for 2019, passed with 4 ayes.

4. Citizens' Concerns

None

5. Approval of the Minutes of December 5, 2018

Deferred to February meeting due to lack of a quorum.

6. Check Requisitions / Accounts Payable

A motion (Deon-Jim) adopting the following resolutions passed 4 with ayes.

Requisition No. 2163 dated 12/19/2018 in the amount of \$440,378.54

Requisition No. 2164 dated 01/02/2019 in the amount of \$1,348,662.30

The major items paid under **Requisition No. 2163** are as follows: BCWSA - Water - \$170,302.60; Bee Bergvall & Co. - \$8,000.00; Block Communications - \$2,845.05; BRB Contractors - \$28,567.00; CSL Services Inc. - \$17,950.00; Delaware Valley Line X - \$1,198.00; EJ USA Inc. - \$2,217.96; Independence Blue Cross - \$10,391.10; JH Shanahan - \$9,850.00; Karl Hops Inc. - \$1,271.52; M.J. Reider Assoc. - \$1,206.00; Mobile Dredging & Video - \$33,132.50; Office Basics - \$2,446.44; PMAA - \$2,500.00; Pennoni Assoc. Inc. - \$44,797.60; Teamster Health & Welfare Fund - \$17,677.55; Univar - \$2,176.78; Norris McLaughlin - \$1,500.00; and \$75,000.00 for payroll.

The major items paid under **Requisition No. 2164** are as follows: BCWSA Sewer - \$1,085,690.26; Berkley Net Underwriters - \$3,471.00; Block Communications - \$3,405.05; Core & Main LP - \$8,697.38; Cues - \$1,483.43; First National Bank of Newtown - \$59,129.38; Guardian - \$7,733.85; Guastella Assoc. - \$5,000.00; JH Shanahan - \$8,630.00; Karl Hops Inc. - \$1,184.90; Lawco Inc. - \$2,925.00; Link Computer Corp - \$3,532.20; LookFirst Tech. - \$9,780.00; Microbac - \$1,525.00; Offit Kurman - \$1,289.50; Rick's Expert Tree Serv. - \$3,800.00; RIO Supply Inc. - \$8,871.52; Rudolph Clarke LLC - \$27,015.00; TD Card Services - \$1,759.30; Verizon - \$1,008.02; Xylem Water Solutions - \$2,940.02 and \$75,000.00 for payroll.

7. Resolution 2019-1215 – Destruction of Records

A motion (Farling-Jim) made to adopt Resolution No. 2019-1215 allowing for the destruction of certain Authority records and documents in accordance with the Pennsylvania Municipal Authorities Act as amended passed with 4 ayes.

8. Professional Services – Hydrogeological Report

A motion (Deon-McGill) made to authorize the Executive Director to engage the professional services of Pennoni Assoc. Inc. to prepare our annual Hydrogeological Report passed with 4 ayes.

9. Professional Services – Chapter 94 Report

A motion (Deon-Jim) made to authorize the Executive Director to engage the professional services of Pennoni Associates to prepare the Authority's 2018 Chapter 94 Wasteload Annual Report as the same price as last year passed with 4 ayes.

10. Resolution 2018-2016 – Engagement of Professional Services – Sanitary Sewer Cost Study

A motion (McGill-Deon) made to approve Resolution No. 2018-1216 , a *RESOLUTION OF THE NORTHAMPTON, BUCKS COUNTY, MUNICIPAL AUTHORITY AUTHORIZING THE RETENTION OF GUASTELLA ASSOCIATES, LLC, TO PERFORM A COST ALLOCATION AND RATE DESIGN STUDY OR COST OF SERVICE STUDY ON BEHALF OF BOTH NORTHAMPTON, BUCKS COUNTY, MUNICIPAL AUTHORITY AND BUCKS COUNTY WATER AND SEWER AUTHORITY AS*

STATED IN THE PROPOSAL DATED DECEMBER 21, 2018, TO AUTHORIZE THE EXECUTION OF THE PROPOSAL, AND TO AUTHORIZE THE DISPERSEMENT OF HALF OF THE RETAINER IN THE AMOUNT OF \$5,000.00 passed with 4 ayes.

11. Personnel Matters

A motion (Deon-McGill) made to grant Executive Director Thomas A. Zeuner a 3% cost of living raise retroactive to 11/1/18 and a one-time performance bonus of \$10,000.00 passed with 4 ayes.

COMMENTS:

Mr. Zeuner thanked the Board and looks forward to a challenging year.

Mr. Walker thanked the Board and gave an update on the New Road water installations and pipe lining projects.

Mr. Rudolph thanked the Board.

Chairman Farling thanked the Board for their confidence.

There being no further business to discuss, Chairman Farling adjourned the Meeting at 8:00 p.m.