

Northampton, Bucks County, Municipal Authority

Minutes of the Public Meeting held on March 1, 2017

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

Others: Thomas A. Zeuner, Executive Director
Jeffrey Greenwood - Chief of Operations
Edward Rudolph, Esquire, Solicitor
Melissa Fiala, Esquire, Solicitor
Christopher Walker P.E., Pennoni Assoc.
Frank O'Donnell, Supervisor Liaison
Debra Wirtz, Executive Assistant

Mr. Farling, Chairman, called the meeting to order at 7:30 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 serving in harm's way.

2. Executive Director's Report

Mr. Zeuner provided information on the following:

Mr. Mc Gill and Mr. Zeuner attended New Board member training, in Allentown today.

New Payment Portal: On February we launched the new payment portal on our website. A total of 650 ACH batches were processed with 68 recurring payments in addition to 919 credit card payments. We have 174 additional residents signed up to start in March 2017.

Upper Southampton Authority: We are working closely with the Upper Southampton Authority and their professionals in making a determination on our contribution to flows entering the Upper South basin. During the past month we have engaged in nighttime investigations in addition to flow meter studies including a peer review.

PA ONE Call Upgrade: During the month of February 2017 the Authority converted from a paper/record intensive process for PA ONE calls to an electronic paperless process. All Authority technicians have been provided electronic tablets. The PA ONE call requests are assigned to our team via electronic means. All records are electronically maintained. The system can also retain photo records as the tablets have that feature that can be uploaded to the PA ONE call site.

GRANITENET® Integration: The new Granitenet ® software utilized in our CUE sanitary sewer inspection system has been successfully integrated with our ARC-GIS database. The digital media uploads into our asset management system database.

Sodium Hypochlorite Conversion Project: The project is well underway with seven (7) sites under construction at this time. No issues to report.

PA DEP Sanitary Sewer Corrective Action Plan (tributary to the Neshaminy Interceptor): The draft report has been submitted to PA DEP for comment. Last week we received comments from the department. The report will be amended to provide greater clarity on certain issues. Once amended it will be an agenda item for Board review, deliberation and vote.

Mr. Zeuner stated that the Board met in Executive Session prior to the Public Meeting to discuss matters of real estate.

3. Citizens' Concerns

Thora Williams, 328 Hollyknoll Drive expressed her opinion on monthly billing.

4. Approval of the Minutes of February 1, 2017

A motion (Jim-Mc Gill) made to approve the Minutes of February 1, 2017 passed with 3 ayes. Mr. Jim and Mr. Deon abstained.

5. Check Requisitions / Accounts Payable

A motion (Rehm-Jim) adopting a resolution to approve **Revenue Fund Requisition No. 2104** dated February 15, 2017 in the amount of \$174,564.17 passed with 5 ayes.

The major items paid under **Requisition No. 2104** are as follows: EarthBorne - \$11,512.00; Eurofins - \$1,221.50; Guardian - \$3,562.77 Independence Blue Cross - \$10,416.13; Link Computer Corp. - \$3,362.00; Office Basics - \$2,231.30; PECO - \$5,884.43; Pennoni Assoc. - \$34,732.02; Ricks Expert Tree Service - \$2,200.00; Teamsters Health and Welfare Fund - \$18,639.72; US Postal Serv. - \$5,000.00; Michael Kerr - \$2,925.00; BCWSA disputed \$84,710.34 \$63,068.94 Upper Southampton MUA disputed.

A motion (Rehm-Jim) adopting a resolution to approve **Revenue Fund Requisition No. 2105** dated March 1, 2017 in the amount of \$842,515.99 passed with 5 ayes.

The major items paid under **Requisition No. 2105** are as follows: BCWSA – Sewer - \$356,508.16; BCWSA – Water - \$119,704.24; Ebert Engineering - \$4,103.27; Herbert, Rowland & Grubic, Inc. \$1,405.80; James Lasky - \$22,500.00; Karl Hops Inc. - \$1,998.49; Line Systems Inc. - \$1,238.39; LookFirst Tech. - \$1,484.89; MaxSolar Energy LLC - 1,256.04; PECO - \$14,789.88; Rudolph Clarke LLC - \$20,067.99; TD Card Serv. - \$1,913.22; Univar USA - \$1,353.77; Upper Southampton Municipal Authority - \$54,627.00; BCWSA disputed \$72,060.16; \$84,710.34 Upper Southampton MUA disputed and a \$75,000.00 transfer for payroll.

6. Resolution No. 2017-1183 – Revising Rates, Rules and Regulations –Capping of Sewer Charges

A motion (Farling-Jim) made to adopt RESOLUTION NO. 2017-1183 to revise the Rates, Rules and Regulations to state that the sanitary sewer charges for residential customers be capped at 15,000 gallons per month in recognition that flows in excess of that amount are likely to be used for irrigation purposes which do not enter the sanitary sewer system. The capping of charges is conditioned that the water meter records must not indicate an intermittent and/or continuous leak, the customer will be charged for all usage at the prevailing rate in effect at that time.

7. Award Contract – Lawn Service

A motion (Deon-Rehm) made to award the Authority’s Lawn Service Contract to All Season Lawn and Landscaping of Warminster PA in accordance with the Authority’s bid package in the amount of \$23,820.00 passed with 5 ayes.

8. Authorization to prepare bid package and advertise for bids – DIG-UP repairs to sanitary sewer lines

A motion (Mc Gill-Jim) made to approve the authorization of the Administration and Consulting Engineer to prepare bid packets for dig-up repairs to sanitary sewer lines via the PennBid public bidding platform passed with 5 ayes.

9. Update to Emergency Response Plan

A motion (Deon-Rehm) made to approve the revised Emergency Response Plan dated February 6, 2017 passed with 5 ayes.

10. Agreement with GeoDecisions “Emergency Response Services”

A motion (Deon-Rehm) made to approve the upgraded Software License and Services Agreement with GeoDecisions of Camp Hill PA for the enhanced “GeoDecisions Notify” system in accordance with their proposal dated February 24, 2017 passed with 5 ayes.

11. Annual Sanitary Sewer Grouting Contract

A motion (Rehm-Mc Gill) made to award Contract No. 1-S-A-17 Annual Sanitary Sewer Grouting Contract to Sewer Specialty Services of Leicester, NY for Base Bid, plus Alternates in accordance with the bid documents in the amount of \$192,700.00 passed with 5 ayes.

12. Resolution No. 2017-1184 – revising Rates, Rules and Regulations – Fee Schedule for Water and Sewer Charges

A motion (Deon-Jim) made to approve the Rates, Rules and Regulations as follows:

RESOLUTION OF THE NORTHAMPTON, BUCKS COUNTY, MUNICIPAL AUTHORITY REVISING ITS “FEE SCHEDULE” CONTAINED IN ITS RATES, RULES AND REGULATIONS TO ALTER THE FEE RATES AND IMPLEMENTATION SCHEDULE AS WAS PREVIOUSLY APPROVED ON NOVEMBER 2ND 2016 AS SUMMARIZED IN THE REVISED FINAL DRAFT LETTER REPORT OF WATER AND SEWER RATE STUDIES DATED OCTOBER 14, 2016 AS PREPARED BY HERBERT, ROWLAND & GRUBIC, INC.

WHEREAS, the Northampton, Bucks County, Municipal Authority (hereinafter referred to as “Authority”) has adopted its “Rates, Rules and Regulations” which includes a “Fee Schedule” as amended from time to time by Resolution No. 540; and

WHEREAS, the Authority, from time to time, finds it necessary to revise its Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED, that the Fee Schedule contained in the Rates, Rules and Regulations of the Authority is hereby revised as outlined below in the Revised Final Draft Letter Report Water and Sewer Studies dated October 14, 2016 as prepared by Herbert, Rowland & Grubic, Inc.

passed with 5 ayes.

COMMENTS

Mr. Mc Gill stated that the Board may want to visit a website called "Seeking Alpha" an investor service that offered an article recently with information on public stocks that deal with water.

THERE BEING NO FURTHER BUSINESS TO DISCUSS, MR. FARLING ADJOURNED THE MEETING AT 8:05 P.M.