

Northampton, Bucks County, Municipal Authority

Minutes of the Public Meeting held on November 7, 2018

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

Others: Thomas A. Zeuner, Executive Director
Robert Tagert - Chief Technical Director
Edward Rudolph, Esquire, Solicitor - absent
Melissa Fiala, Esquire, Solicitor
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 7:36 p.m.

1. Pledge of Allegiance

Chairman Deon, lead the Pledge of Allegiance and requested a moment of silence for our first responders and our military.

It was noted that prior to the meeting there was an Executive Session with the Board to discuss matters of personnel.

2. Executive Director's Report

2019 Operational & Capital Budgets

Over the last month the Authority Staff has been working diligently on preparing the 2019 Operational and Capital Budgets in preparation for Board consideration this evening. Items listed on the Capital Budget will be presented to the Board for consideration throughout the year. The Narrative included in the Budget provides an overview of the initiatives, important issues and financial impacts of the proposed strategy.

811 Bustleton Pike – House Removal and Grounds Restoration

The old two-story home next to our new Administration building has been removed and the grounds restored. I would like to thank Pennoni Associates for managing the HAZMAT removal and demolition on behalf of the Authority in compliance with all regulatory requirements. Grass has started to grow and silt fences have recently been removed. The demolition of the building is a definite aesthetic improvement to downtown Richboro.

Supplemental Agenda Items:

We have three (3) supplemental agenda items that has been added for Board consideration this evening.

- Administrative Compensation
- Neptune Meter Head purchase authorization (CAPITAL Project No. CP-2019-W-7A)
- Authorization to prepare Bid Packages to implement NAVY Cooperative Agreement

Building Dedication

The plaque for the building dedication has been received and will be mounted on the lobby wall. The plaque will be draped until the Thursday, December 6th event. The "Open House" and "Time Capsule" opening event will be coordinated after the first of the year.

3. Citizens' Concerns

None

4. Approval of the Minutes of October 3, 2018

A motion (Farling-McGill) made to approve the Minutes of October 3, 2018 passed with 5 ayes.

5. A discussion regarding Service Charges during normal working hours.

A motion (McGill-Rehm) made to remove the \$45.00 Service Charge from the Fee Schedule *during normal working hours* passed with 5 ayes.

6. Check Requisitions / Accounts Payable

A motion (Farling-McGill) adopting the following resolutions passed 5 with ayes.

Requisition No. 2155 dated 10/17/2018 in the amount of \$379,104.22

Requisition No. 2156 dated 10/29/2018 in the amount of \$899,076.39

Requisition No. 2157 dated 11/07/2018 in the amount of \$16,134.63

Requisition No. 2158 dated 11/07/2018 in the amount of \$343,188.76

The major items paid under **Requisition No. 2155** are as follows: Analytical Laboratories - \$12,750.00; BCWSA - Water - \$138,383.80; CSL Services Inc. - \$17,950.00; Cues - \$3,412.11; Jeff Greenwood - \$1,441.31; Herbert Rowland & Grubic - \$3,206.00; Independence Blue Cross - \$11,967.72; JH Shanahan - \$7,315.00; Karl Hops Inc. - \$1,449.16; Kennedy Culvert & Supply - \$5,141.40; Northampton Township - \$1,268.78; Office Basics - \$2,279.76; Pennoni Assoc. Inc. - \$44,551.90; RIO Supply Inc - \$15,682.20; Robert Tagert - \$1,017.98; Teamster Health & Welfare Fund - \$17,381.98; TD Card Services - \$1,713.33; Telog - \$1,800.00; Upper Southampton MUA -\$76,381.98; Tri-M Group LLC - \$2,917.00; Upper South Post Office - \$5,000.00; Verizon - \$1,160.41; and \$75,000.00 for payroll.

The major items paid under **Requisition No. 2156** are as follows: BCWSA – Sewer - \$395,401.60; Berkley Net Underwriters - \$69,207.00; Constellation New Energy - \$8,425.46; Core & Main LP - \$9,778.90; Coyne Chemical - \$1,773.30; Cues - \$1,091.00; First National Bank of Newtown \$59,129.38; Gannett Fleming Corp. - \$1,900.00; Guardian - \$2,317.20; iSign - \$1,695.00; LCF Construction Inc. - \$9,000.00; M.J. Reider Assoc. - \$1,010.00; PennDOT - \$6,715.00; Pennoni Assoc. Inc. - \$57,048.54; RIO Supply Inc. - \$4,232.48; Teamster Health & Welfare Fund - \$3,160.36; W. Bruce Beaton - \$106,915.00; BCWSA disputed - \$79,948.54 and \$75,000.00 for payroll.

The major item paid under **Requisition No. 2157** is escrow bank reconciliation.

The major items paid under **Requisition No. 2158** are as follows: CSL Services Inc. - \$17,950.00; Cues - \$1,132.29; Dukes Root Control Inc. - \$1,441.31; Franc Environmental - \$3,290.00; JH Shanahan - \$18,202.00; Link Computer Corp - \$3,532.20; LookFirst Tech. - \$2,5236.29; Meco Constructors Inc. - \$67,701.75; PA UC Fund - \$3,053.36; PECO - \$6,135.68; Plymouth Environmental - \$24,400.00; Rogers Mechanical Co. - \$3,409.92; Rudolph Clarke LLC - \$28,730.00; Traffic Control Service - \$1,015.92; Verizon - \$1,163.02; and \$75,000.00 for payroll

7. Resolution 2018-1211 – Upper Southampton Municipal Authority

A motion (Rehm-Jim) made approve Resolution No. 2018-1211 dated November 7, 2018 as prepared by the Authority Solicitor passed with 5 ayes.

RESOLUTION NO. 2018 - 1211

RESOLUTION OF THE NORTHAMPTON, BUCKS COUNTY, MUNICIPAL AUTHORITY AUTHORIZING THE PAYMENT OF CERTAIN FUNDS TO UPPER SOUTHAMPTON MUNICIPAL AUTHORITY

WHEREAS, the Northampton, Bucks County, Municipal Authority ("Northampton Authority") is successor in interest to Northampton Township in an Agreement with Upper Southampton Sewer Authority dated October 27, 1961 ("Agreement") to provide sanitary sewer collection services to portions of Northampton Township; and

WHEREAS, on or about June 1, 2015, the Northampton Authority received notice that the Upper Southampton Municipal Authority, successor in interest to Upper Southampton Sewer Authority ("Upper Southampton Authority"), increased Northampton Authority's sanitary sewer rates by approximately Two-Hundred Thirty-Five Percent (235%) in violation of the terms of the Agreement; and

WHEREAS, following disputed payment by the Northampton Authority of the June 2015 sanitary sewer bill submitted by Upper Southampton Authority, Northampton Authority by Resolution No. 2015-1160 authorized review and investigation by its staff and professionals of the Upper Southampton Authority's unilateral increase of the sanitary sewer collection rate and further, directed by said Resolution that until such time as a determination is made by the Northampton Authority Board as to the appropriate Upper Southampton Authority increase of the sanitary sewer collection rate and the appropriate payment thereof, the disputed monies were to be placed into a segregated account ("Segregated Account") of Northampton Authority; and

WHEREAS, the Northampton Authority Executive Director, staff and professionals have reviewed and investigated the Upper Southampton Authority's increase of the sanitary sewer collection rate and recommend payment that is due and owing to Upper Southampton Authority from the Segregated Account under the Agreement in the amount of One Hundred Ninety Three Thousand Seven Hundred Seventy One Dollars and Fifteen Cents (\$193,771.15) as identified in the documents entitled "Determination of True Upper Southampton Sewer Fees Due" and "Reconciliation of Sewer rates paid to Upper Southampton Municipal Authority (USMA) from Sept 2017 bill to Sept 2018 bill" attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED, that the Northampton Authority Board approves the recommendation of the Northampton Authority Executive Director, staff and professionals to provide payment to Upper Southampton Authority in the sum of One Hundred Ninety-Three Thousand Seven Hundred Seventy-One Dollars and Fifteen Cents (\$193,771.15); and

BE IT FURTHER RESOLVED, that the appropriate officers are authorized and directed to perfect such payment to Upper Southampton Authority; and to transfer the remaining funds in the Segregated Account to Northampton Authority's General Checking Account, or such other Northampton Authority fund as the Executive Director shall direct.

ADOPTED at the Public Meeting held on this 7th day of November, 2018.

ATTEST:

NORTHAMPTON, BUCKS COUNTY,
MUNICIPAL AUTHORITY

John T. Jim, Secretary

By: _____
Vincent Deon, Chairman

8. Adoption of 2019 Capital and Operational Budgets

A motion (McGill-Jim) made to approve and adopt the 2019 Operational and Capital Budget as presented passed with 5 ayes. The Budget will be available on the Northampton, Bucks County, Municipal Authority website.

9. 2019 Holiday Schedule

A motion (Farling-Rehm) made to authorize approve the 2019 holiday schedule as presented passed with 5 ayes.

10. 2019 Meeting Schedule

A motion (McGill-Rehm) made to approve the Authority meeting schedule for 2019, identified as Exhibit "A", authorize the administration to advertise and post the schedule on the Authority website passed with 5 ayes.

11. Authorize the sale of one Authority vehicle – Muncibid

A motion (Farling-Jim) made to authorize the sale of the 2008 Ford Pick-up VIN#1FMCU92Z48KD66167 subject vehicle via the MUNCIBID electronic bidding platform passed with 5 ayes.

12. Release of Funds – Cash Deposit

A motion (McGill-Jim) made to approve the release of a cash deposit identified as TB-01-2310 in the amount of \$300.00 made by a customer who owned 66 Grant Drive, Holland as the property has sold passed with 5 ayes.

13. Release of Funds – Solicitor Fees

A motion (Farling-McGill) made approve the release of escrow funds identified as TB 01-2351 to the Authority’s General Checking Account passed with 5 ayes.

14. Administration Compensation

A motion (Deon-McGill) made to approve the 3.0% raise in compensation for all administrative employees of record as of November 1, 2018 with an effective date of November 1, 2018 in accordance with the 2019 Operational Budget passed with 5 ayes.

15. Purchase – Meter Heads

A motion (McGill-Jim) made to approve the purchase of 500 Neptune V-4, meter heads under Capital Project No. CP-2019-W-7A in accordance with the proposal dated November 2, 2018 identified as Quote # 2770 in the amount of \$193.65 for a total of \$96,825.00 from RIO Supply Inc. of Sicklerville New Jersey passed with 5 ayes

16. Prepare Bid Package – Navy

A motion (Jim-McGill) made to authorize the Authority staff and professional to prepare bid packages for the “Navy Cooperative Agreement” as approved by the Board at its September 5, 2018 Public Meeting passed with 5 ayes.

COMMENTS:

Mr. McGill stated he is happy the Authority will begin a public relations project.

There being no further business to discuss, Mr. Deon adjourned the Board Meeting at 8:20 p.m.