

Northampton, Bucks County, Municipal Authority

**Minutes of the Public Meeting held on January 3, 2018**

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, Northampton Supervisor Liaison  
Debra Wirtz - Executive Assistant

Mr. Farling, Chairman, called the meeting to order at 7:32 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 noted that there will be a meeting on January 17, 2018 to authorize the bidding process for the renovations at our new location (former Fox Chase Bank building) and an audit presentation by our auditors, Bee Bergvall & Co.

**3. Reorganization of the Board**

Mr. Deon nominated Edward Farling to serve as the Authority's temporary Chairman for the reorganization of the Board, Mr. McGill seconded and the nomination passed with 5 ayes.

Mr. McGill nominated Mr. Deon to serve as the Authority's Chairman for the calendar year 2018, Mr. Farling seconded and with no other nominations the nomination passed with 5 ayes.

Mr. Deon nominated Mr. McGill to serve as the Authority's Vice Chairman of the calendar year 2018, Mr. Jim seconded and with no other nominations the nomination passed with 5 ayes.

Mr. Deon nominated Mr. Farling to serve as the Authority's Treasurer for the calendar year 2018, Mr. McGill seconded and with no other nominations the nomination passed with 5 ayes.

Mr. Jim nominated himself to serve as the Authority's Secretary for the calendar year 2018, Mr. Deon seconded and with no other nominations the nomination passed with 5 ayes.

Mr. Deon nominated Mr. Rehm to serve as the Authority's Asst. Secretary-Treasurer for the calendar year 2018, Mr. McGill seconded and with no other nominations the nomination passed with 5 ayes.

Mr. Deon thanked Mr. Farling for his years as Chairman, and noted that rates by professionals are watched closely and remain the same with the exception of a slight increase by Pennoni Assoc. Inc.

A motion (McGill-Farling) to appoint Edward Rudolph, Esquire and of the firm Rudolph, Clarke, LLC of Trevoise PA as the Authority Solicitor for 2018 passed with 5 ayes.

A motion (Rehm-Jim) to appoint Christopher Walker, P.E., and the firm of Pennoni Associates Inc. of Warrington PA as the Authority's Consulting Engineer for 2018 passed with 5 ayes.

A motion (Farling-Rehm) to appoint Manko, Gold, Katcher and Fox LLP of Bala Cynwyd PA as the Authority's Environmental Special Counsel for 2018 passed with 5 ayes.

A motion (Deon-Farling) to appoint Neil A. Morris, Esquire of Offit Kurman P.C. of Philadelphia PA as the Authority's labor counsel for 2018 passed with 5 ayes.

A motion (Deon-Rehm) to appoint the Board Members as Trustees for the administration employees' pension plan with Principal Financial Group for 2018 passed with 5 ayes.

A motion (McGill-Jim) to appoint the Board Members as Trustees for the AIG/VALIC deferred pension plan for 2018 passed with 5 ayes.

A motion (McGill-Rehm) to appoint The Brokers Network as the Authority's Healthcare Insurance Brokers of Record for 2018 passed with 5 ayes.

A motion (Farling-McGill) to appoint W. Bruce Beaton Co. Inc. as the Authority's Liability Insurance Brokers of Record for 2018 passed with 5 Ayes.

A motion (McGill-Jim) to appoint Russell McIntosh of Herbert, Rowland and Grubic Inc. of Harrisburg, PA as Consultant for Special Projects for 2018 passed with 5 ayes.

A motion (McGill-Jim) to appoint Thomas A. Zeuner as the Authority's Executive Director for 2018 passed with 5 ayes. Mr. Deon noted that it has been a pleasure to serve with Mr. Zeuner.

Mr. Zeuner noted that we no longer have Bond Counsel or Financial Advisor's since the Authority no longer has Bonds due to the refinancing of Authority debt with First Nat'l Bank of Newtown.

#### **4. Citizens' Concerns**

None

#### **5. Approval of the Minutes of December 6, 2017**

A motion (Deon-Jim) made to approve the Minutes of December 6, 2017 passed with 5 ayes.

#### **6. Check Requisitions / Accounts Payable**

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

**Requisition No. 2130** dated December 20, 2017 in the amount of \$549,971.82

**Requisition No. 2131** dated January 3, 2018 in the amount of \$711,636.40

The major items paid under **Requisition No. 2130** are as follows: Analytical Laboratories - \$9,425.00; BCWSA – Water - \$313,067.79; JH Shanahan - \$1,760.00; Karl Hops Inc. - \$1,181.20; Kennedy Culvert - \$1,000.95; Line Systems Inc. - \$1,239.83; Manko, Gold, Katcher & Fox, - \$10,110.00; PMAA - \$2,500.00; Pennoni Assoc. Inc. - \$44,259.44; Phillips & Donovan Architects - \$3,469.00; Red Wing Business - \$1,436.35; Teamster Health & Welfare Fund - \$18,962.16; Upper Southampton MUA - \$54,627.00; and \$75,000.00 for payroll.

The major items paid under **Requisition No. 2131** are as follows: BCWSA – tapping fees - \$2,300.00; BCWSA - Sewer - \$292,460.32; Dukes Root Control – \$94,236.15; First Nat'l Bank of Newtown - \$59,129.38; George & Cornelia Fulmor - \$2,287.00; Guardian - \$3,749.44; Herbert Rowland & Grubic - \$8,076.13; Independence Blue Cross - \$11,013.27; Karl Hops Inc. - \$1,165.45; Link Computer Corp. - \$3,446.05; Phillips & Donovan Architects - \$2,441.00; Ricks Expert Tree Service - \$3,500.00; BCWSA disputed - \$59,141.26; Upper South disputed - \$84,710.34 and \$75,000.00 for payroll.

**7. Signature Cards for Univest Bank**

Not needed per Michelle Miranda at Univest as long as there are no new Board members.

**8. Approval of the 2018 Meeting Schedule**

A motion (McGill-Farling) made to approve the Authority meeting schedule for 2018, (Exhibit “A”) and authorize the administration to advertise and post the schedule on the Authority website passed with 5 ayes.

**9. LookFirst Technology, LLC – TOTAL CARE EC AGREEMENT (I.T.)**

A motion (Farling-McGill) made to authorize the Executive Director to enter into the I.T. Total Care Agreement with LookFirst Technology LLC of Chalfont, PA in accordance with their proposal received December 11, 2017 for the Agreement period of January 1, 2018 to December 31, 2018 at their proposed price of \$9,540.00 passed with 5 ayes.

**10. Destruction of Records Resolution #2018-1198**

A motion (Rehm-McGill) made to adopt Resolution No. 2018-1198 allowing for the destruction of certain Authority records and documents in accordance with the Pennsylvania Municipal Authorities Act as amended passed with 5 ayes.

Mr. Zeuner noted that this will be on the agenda every year at reorganization.

**COMMENTS:**

Mr. McGill stated that it has been a pleasure working with the Board, that he is impressed with the quality of work of the staff, Board members and consultants put in to ensure a quality water and sewer system, and how much he has learned this year.

Mr. O’ Donnell congratulated Mr. McGill on being reappointed to the Board.

THERE BEING NO FURTHER BUSINESS TO DISCUSS, MR. DEON ADJOURNED THE MEETING AT 7:56 P.M.

**Exhibit A**

January 17 at 6PM

February 7  
February 21-optional

March 7  
March 21-optional

April 4  
April 18-optional

May 2  
May 16-optional

June 6  
June 20-optional

July 11  
(delayed 1 week due to Independence Day)  
July 18-optional

August 1  
August 15-optional

September 5  
September 19-optional

October 3  
October 17-optional

November 7  
November 21-optional

December 5  
December 19-optional

January 2, 2019