

Northampton, Bucks County, Municipal Authority

Minutes of the Public Meeting held on February 3, 2021

Board Members: Edward Farling III, Chairman
Stephen McGill, Vice Chairman
Francis O'Donnell, Secretary
Charles Rehm, Treasurer
Vincent Deon, Assistant Secretary-Treasurer

Others: Thomas A. Zeuner, Executive Director
Edward Rudolph, Esq., Rudolph Clarke LLC
Christopher Walker P.E., Pennoni Assoc.
Jeffrey Greenwood, Chief of Operations
Robert Tagert, Chief Technical Director
Debra Wirtz, Executive Assistant

Mr. Farling, Chairman, called the meeting to order at 6:30 p.m., Mr. Farling, Mr. Greenwood, Mr. McGill, and Christopher Walker of Pennoni Assoc. Inc. attended the meeting in the Authority building (open to the public). All other communication was by ZOOM video conference.

1. Pledge of Allegiance

Chairman Farling lead the Pledge of Allegiance and requested a moment of silence for our men and women serving in harm's way.

2. Executive Director's Report

Mr. Zeuner provided the following:

PFOA /PFAS

The most recent quarterly test for PFOA /PFAS contaminants indicated an elevated level in the Authority's Well No. 13. The testing results indicated an elevated level as compared to prior test results. The test results showed a 14 ppt level for PFOA's and a 14 ppt level for PFAS's. The Authority has been using 18 ppt maximum threshold level for each contaminant. In the interest of public safety, the Authority shut down Well No. 13. Unfortunately, we just completed rehabilitation of that well due to a pump failure. Due to the PFOA/PFAS levels indicated from our testing, today we have 5 of our 15 wells off-line as they no longer provide public water to our distribution system. The Authority has adequate supply capacity that such action does not pose a problem to the Authority.

COVID-19

The Authority continues to promote remote working when feasible. An amendment to the Authority's employee policy is before the Board this evening to address and add a vaccine policy.

RISK & RESILIENCE ASSESSMENTS – EPA

During the last month, members of the Authority senior staff attended three (3) webinars hosted by the Environmental Protection Association (EPA) relating to the mandatory "Risk & Resilience

Assessment(s)” due by community water systems of our size by the June 30, 2021 deadline. This program also includes an update to the Authority’s “Emergency Response Plan”. Due to the sensitive nature of the program, public dissemination of the issue and related documentation will remain privileged.

INFLOW & INFILTRATION ABATEMENT INITIATIVE -2021

Due to the Covid-19 pandemic, our 2020 I & I abatement program task team was somewhat derailed from conducting monthly meetings during 2020. Beginning this month, the program will be formally re-instated utilizing remote communications to facilitate the meetings when feasible.

PUBLIC RELATIONS / COMMUNICATIONS INITIATIVE -2021

In support of the Board’s direction, an initiative will be started this month to enhance the public relations / communications of the Authority.

CHERRY BLOSSOM DRIVE / BRISTOL ROAD PUBLIC WATER EXTENSION

The public water extension on Cherry Blossom Drive and Bristol Road being funded by the NAVY is currently under construction.

ANTICIPATED / AGREEMENT(s) and/or LAND DEVELOPMENT(s) – MARCH 2021 BOARD MEETING

We anticipate the following land developments will be agenda items before the board at the public March 2021 meeting.

- GIANT Shopping Center
- 48 East Holland Road Land Development

FEBRUARY AGENDA OVERVIEW:

Agenda Item No. 6

We have numerous agenda items before the Board this evening. Agenda item No. 6 is a presentation by Christopher Walker P.E. on the Laurel Road Sanitary Sewer Main Extension – “feasibility review and probable cost estimate”. A link to the ZOOM meeting this evening has been provided to those impacted by the study. Time has been provided for public comment after the presentation.

Agenda Item No. 7

A ZOOM presentation will be made this evening by the Authority’s audit firm Bee Bergvall & Company responsive to the 2020 Audit.

3. Citizens’ Concerns

None

4. Approval of the Minutes of January 6, 2021

A motion (McGill-O'Donnell) made to approve the Minutes of January 6, 2021 passed with 5 ayes.

5. Check Requisitions / Accounts Payable

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

Requisition No. 2217 dated 01/20/2021 in the amount of \$250,691.28

The major items paid under **Requisition No. 2217** are as follows: BCWSA - \$4,600.00; Bee Bergvall & Co. - \$7,800.00; Carol Klempner - \$4,780.00; Coyne Chemical - \$1,276.00; CSL Services Inc. - \$6,775.00; Gannett Fleming Co. - \$1,900.00; Hannon Auto Service - \$1,130.58; Independence Blue Cross - \$14,097.09; JH Shanahan - \$8,520.00; Karl Hops Inc. - \$1,782.24; LB Water Service - \$1,210.68; LookFirst Tech. - \$11,193.50; M.J. Reider Assoc. - \$2,255.00; Office Basics - \$2,783.44; PECO - \$17,397.54; Pennoni Assoc. Inc. - \$25,654.62; Rick's Expert Tree Serv. - \$5,000.00; RIO Supply Inc. - \$5,353.80; Rudolph Clarke LLC - \$13,272.50; Sigma Controls - \$1,339.00; Teamster Health & Welfare Fund - \$19,284.60; UniFirst - \$1,200.00; VAG USA - \$9,113.00; and \$75,000.00 for payroll.

Requisition No. 2218 dated 02/03/2021 in the amount of \$959,302.46

The major items paid under **Requisition No. 2218** are as follows: Analytical Laboratories - \$12,750.00; BCWSA - Sewer - \$589,216.43; BCWSA - Water - \$152,129.96; CorrPro - \$3,990.00; Cues - \$1,654.07; Exeter Supply Co. Inc. - \$8,842.00; First National Bank of Newtown - \$59,129.38; Guardian - \$4,042.18; Karl Hops Inc. - \$1,067.18; LB Water Service - \$2,053.86; LB Water Service - \$9,288.50; LookFirst Tech. - \$1,385.00; M.J. Reider Assoc. - \$2,114.00; Pennsylvania Department of Environmental Protection - \$25,000.00; UniFirst - \$1,923.88; Verizon - \$1,913.03; and \$75,000.00 for payroll.

6. Laurel Road – Sanitary Sewer Extension – Feasibility and Cost Review

Christopher Walker of Pennoni Assoc. Inc. provided a PowerPoint presentation as to the “Feasibility Review and Probable Cost Estimate” for a potential project identified as Laurel Road Sanitary Sewer Extension, as requested by the residents of the four (4) properties. Those property owners that would be impacted by this project if implemented were all sent emails of invitation to attend this public meeting via ZOOM. This will be an INFORMATION ONLY public meeting agenda item. No deliberation or voting by the Board will be conducted at the conclusion of this evening’s presentation. Copies of the power-point presentation will be sent via email to the affected properties by the Executive Director. The Authority encourages the impacted property owners to review the information provided. Q & A period was done at the end of the presentation.

7. Audit Presentation – Bee Bergvall & Co.

Bee Bergvall & Co. provided a presentation on the Annual Financial Audit for the Authority’s fiscal year ending October 31, 2020. There were no issues of concern or adjustments required. The Firm provided the Authority a clean financial audit.

8. Covid 19 Policy

A motion (Farling-O’Donnell) made to approve the Employee Policy titled “COVID-19 Vaccine Policy” and the “Employee Acknowledgement” of request to Vaccinate for COVID-19” document as presented passed with 5 ayes.

**9. Authorization to Prepare Bid Package and Advertise for Bids
CP-2021-WS-4 - Generator for Administrative Building**

A motion (McGill-Farling) made to authorize the Administration to prepare specifications and bid packets for Capital Project, CP-2021-WS-4, generator for the administrative office, and authorize the advertising of this competitive bid project on COSTARS™ passed with 5 ayes.

**10. Authorization to Prepare Bid Package and Advertise for Bids
CP-2021-WS-12 – Replacement of HVAC Unit at Administrative Building**

A motion (McGill-Rehm) made to authorize the Administration and Christopher Walker of Pennoni Assoc. Inc. to prepare specifications, advertise and obtain competitive bids via the COSTARS™ platform for replacement of the HVAC system at the Authority administration building passed with 5 ayes.

**11. Authorization to Prepare Bid Package and Advertise
Capital Project CP-2021-WS-13 FORD F-250**

A motion (McGill-Rehm) made to approve the authorization of the Administration to prepare bid packets and for bids and/or obtain pricing through PA-COSTARS™, for CP-2021-WS-13, Ford F-250 extended cab with plow option and rear bed crane passed with 5 ayes.

**12. Authorization to Prepare Bid Package and Advertise
Capital Project CP-2021-WS-14 FORD F-350**

A motion (McGill-Rehm) made to approve the authorization of the Administration to prepare bid packets and advertise for bids and/or obtain pricing through PA-COSTARS™, for CP-2021-WS-14, Ford F-350 extended cab with plow option and rear bed crane passed with 5 ayes.

13. Letter of Credit Reduction #1 – Mar Mar Builders, Inc. – Waverly Place LLC

A motion (McGill-Deon) made to authorize the following reductions in the Letters of Credit with Penn Community Bank for Waverly Place LLC; LOC# 363 in the amount of \$135,011.00 (Sewer), \$139,658.00 (Water) in accordance with the Pennoni Assoc. Inc. review letter of January 22, 2021 passed with 5 ayes.

14. Chapter 94 Wastewater Report – Authorization to Prepare and Submit

A motion (McGill-O'Donnell) made to authorize the Executive Director to engage the professional services of Pennoni Associates to prepare and submit the Authority's 2020 PA-DEP Chapter 94 Wasteload Annual Report at a cost not to exceed \$15,000.00 passed with 5 ayes.

15. Hydrogeological Report - Authorization to Prepare and Submit

A motion (McGill-O'Donnell) made to authorize the Executive Director to engage the professional services of Pennoni Assoc. Inc. to prepare and submit the Authority's annual Hydrogeological Report to the Delaware River Basin Commission (DRBC) at a cost not to exceed \$3,800.00 passed with 5 ayes.

16. First National Bank of Newtown – Line of Credit

A motion (McGill-O'Donnell) made to approve the following:

A RESOLUTION AUTHORIZING THE ISSUANCE BY THE NORTHAMPTON, BUCKS COUNTY, MUNICIPAL AUTHORITY (THE "AUTHORITY") OF ITS WATER AND SEWER REVENUE NOTE (THE "NOTE") IN THE PRINCIPAL AMOUNT OF THREE MILLION DOLLARS (\$3,000,000), ACCEPTING A PROPOSAL FOR THE PURCHASE OF THE NOTE; AUTHORIZING THE PROPER OFFICERS OF THE AUTHORITY TO EXECUTE AND DELIVER THE NOTE AND OTHER SECURITY DOCUMENTS REQUIRED IN CONNECTION THEREWITH; APPROVING, RATIFYING AND CONFIRMING THE ACTION OF SUCH OFFICERS; MAKING COVENANTS, REPRESENTATIONS AND WARRANTIES AS TO CERTAIN TAX MATTERS; APPOINTING NOTE COUNSEL TO THE AUTHORITY; PROVIDING FOR THE EFFECTIVE DATE OF THE RESOLUTION; DECLARING THE EFFECTIVENESS OF THE BALANCE OF THE RESOLUTION UPON INVALIDITY OF ANY PROVISION, SECTION, SENTENCE, CLAUSE OR PART OF THIS RESOLUTION; AND REPEALING INCONSISTENT PROVISIONS.

passed with 4 ayes, Mr. Deon abstained.

COMMENTS:

Christopher Walker provided an update on the status of the Cherry Blossom Watermain Extension Project.

There being no further business to discuss, Mr. Farling adjourned the Board Meeting at 7:54 p.m.