

Northampton, Bucks County, Municipal Authority

**Minutes of the Public Meeting held on January 6, 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, Mr. Deon, 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 welcomed Francis O'Donnell to the Board as he was appointed to the Authority Board by the Northampton Township Board of Supervisors at their meeting on January 4, 2021. There will be a presentation of the Audit of the Authority at the February meeting of the Board.

**3. Reorganization of the Board**

A motion (Deon-Rehm) made to have the Board Members remain in their current positions for the calendar year 2021 with the exception/change of Secretary to Francis O'Donnell:

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

passed with 5 ayes.

A motion (McGill-Rehm) to appoint the following professionals for the Northampton, Bucks County, Municipal Authority:

Appointment of Solicitor – *Edward Rudolph, Esq. Rudolph, Clarke LLC*  
Appointment of Consulting Engineer – *Christopher Walker P.E., Pennoni Assoc. Inc.*  
Appointment of Labor Special Counsel – *Neil A. Morris Esq. Offit Kurman*  
Appointment of Trustees of Administration Pension Plan (Principal) – *Board Members*  
Appointment of Trustees for AIG VALIC Deferred Pension Plan – *Board Members*

Appointment of Insurance Broker of Record – Health Care – *Brokers Network*  
Appointment of Insurance Broker of Record - Liability Insurance – *W. Bruce Beaton Co. Inc.*  
Appointment of Consultant for Special Projects – *Adrienne Vacari, Herbert Rowland & Grubic*  
Appointment of Consultant for Conflict Engineer – *Fred Ebert, Ebert Engineering Inc.*  
Appointment of Executive Director of NBCMA - *Thomas A. Zeuner*  
passed with 5 ayes.

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

None

#### 5. **Approval of the Minutes of December 2, 2020**

A motion (Rehm-McGill) made to approve the Minutes of December 2, 2020 passed with 4 ayes.

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

A motion (Rehm-Deon) adopting the following resolutions passed 4 with ayes, Mr. O'Donnell abstained.

**Requisition No. 2214** dated 12/16/2020 in the amount of \$384,420.84

The major items paid under **Requisition No. 2214** are as follows: A. C. Schultes, Inc. - \$19,440.00; Best Line Systems Inc. - \$2,703.13; CSL Services Inc. - \$6,775.00; JH Shanahan - \$1,440.00; Karl Hops Inc. - \$1,289.75; PECO - \$14,924.54; Rudolph Clarke LLC - \$14,177.50; Tanner's Lawn Service - \$1,756.13; Upper South MUA - \$117,841.11; USPS - \$7,500.00; Bee Bergvall & Co. - \$8,500.00; Corporate Environments - \$2,407.80; Coyne Chemical - \$1,346.00; Independence Blue Cross - \$14,097.09; JH Shanahan - \$2,540.00; Pennoni Assoc. Inc. - \$67,565.18; Teamster Health & Welfare Fund - \$19,284.60; and \$75,000.00 for payroll.

**Requisition No. 2215** dated 12/29/2020 in the amount of \$594,691.99

The major items paid under **Requisition No. 2215** are as follows: BCWSA - \$4,600.00; BCWSA - Sewer - \$342,171.37; BCWSA – Water - \$140,516.98; Karl Hops Inc. - \$1,022.48; LookFirst Tech. - \$4,659.96; Maxsolar Energy LLC - \$1,427.92; Warminster MUA - \$20,271.35 and \$75,000.00 for payroll.

**Requisition No. 2216** dated 01/06/2021 in the amount of \$188,584.62

The major items paid under **Requisition No. 2216** are as follows: Aflac - \$1,017.90; First National Bank of Newtown - \$59,129.38; Guardian - \$4,396.54; Link Computer Corp. - \$3,711.02; PA Municipal Authorities Assoc. - \$2,500.00; Pendergast Safety Equip. - \$1,402.30; RIO Supply Inc. - \$34,231.01; TD Card Services - \$1,663.24; Verizon - \$1,168.76 and \$75,000.00 for payroll.

#### 7. **Resolution 2021-1238 – Destruction of Records**

A motion (McGill-O'Donnell) made to adopt Resolution No. 2021-1238 allowing for the destruction of certain Authority records and documents in accordance with the Pennsylvania Municipal Authorities Act as amended passed with 5 ayes.

#### 8. **Resolution #2021-1239 – New Signature Cards for Univest Bank**

A motion (Farling-McGill) made to adopt Resolution No. 2021-1239 to approve and execute new signature card for Univest Bank for Authority accounts passed with 5 ayes.

**9. LookFirst Tech. – Total Care Agreement for 2021**

A motion (McGill-Rehm) made to authorize the Executive Director to enter into the IT Total Care Agreement with LookFirst Technology LLC of Chalfont, PA in accordance with their proposal received December 12, 2020 for the Agreement period of January 1, 2021 to December 31, 2021 at their proposed price of \$11,101.00 passed with 5 ayes.

**10. Connections – Water and Sewer – 100 Steamwhistle Drive**

A motion (McGill-O'Donnell) made to approve the waiver of certain provisions of its Rates, Rules & Regulations to enable the connection of the subject garage to the public water and sanitary sewer system in accordance with the sketch plan provided with the following conditions, payment of applicable tapping fees, and single use/ownership, no tenants (recordable with Bucks County Court), passed with 5 ayes.

**11. Letter of Credit Reduction #10 – Spring Mill Townhouses**

A motion (McGill-Rehm) made to authorize the following reductions in the Letters of Credit with M & T Bank for Spring Mill Townhouses; LOC# SB2284570001 in the amount of \$49,209.80 (Sewer) and \$0.00 (Water) and \$350,740.00 (Pump Station) in accordance with the Pennoni Assoc. Inc. review letter of December 21, 2020 passed with 5 ayes.

**12. Laurel Road – Sanitary Sewer Extension – Public Request**

A motion (O'Donnell-McGill) made to authorize Pennoni Associates to complete an estimated summary of costs for the extension of the public sanitary sewer system to serve the subject properties as identified in the "survey of interest" and provide those estimates at the Authority's February 2021 public Board meeting passed with 5 ayes.

**13. Authorization to prepare Bid Package and Advertise to Bids – Lawn Service**

A motion (McGill-Deon) made to authorization of the Administration and Consulting Engineer to prepare bid packets for Lawn Service via the "PennBid" public bidding system passed with 5 ayes.

**COMMENTS:**

Everyone welcomed Frank to the Board.

Mr. Zeuner gave an update on the meeting that occurred with representatives from Giant supermarket, Metro Commercial Management, their engineers, Authority staff and Pennoni Assoc. Inc., Christopher Walker regarding Authority requirements regarding the land development water meters.

Mr. Deon asked to have the Authority provide enhanced communications and appropriate public relations initiatives during the coming year due to the pandemic. Enhanced communications and training of Authority personnel to our ratepayers would prove to be a public benefit.

There being no further business to discuss, Mr. Farling adjourned the Board Meeting at 7:13 p.m.