

Northampton, Bucks County, Municipal Authority

Minutes of the Public Meeting held on June 3, 2020

Via Zoom Platform

Board Members: Edward Farling III, Chairman
Stephen Mc Gill, Vice Chairman
John T. Jim, 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.
Jeff Greenwood, Chief of Operations
Robert Tagert, Chief Technical Director
Frank O'Donnell, Northampton Supervisor Liaison
Debra Wirtz, Executive Assistant

Mr. Farling, Chairman, called the meeting to order at 6:33 p.m. Mr. Greenwood, Mr. Jim and Mr. Deon attended the meeting in the Authority building (open to the public). All other communication was by ZOOM video conference.

1. Executive Director's Report

Mr. Zeuner stated that Operations is back to work full staff, full time. Flushing of hydrants are being done. Administrative personnel continue to work from home and/or are coming in at alternate times. The Authority is financially strong. Waiving of late fees is costing the Authority approximately \$20,000.00 per month. Sewer flows are reduced as compared to last year.

2. Citizens' Concerns

None

3. Approval of the Minutes of May 6, 2020

A motion (McGill-Rehm) made to approve the Minutes of May 6, 2020 passed with 5 ayes

4. Check Requisitions / Accounts Payable

A motion (Deon-Rehm) adopting the following resolution/s passed 5 with ayes.

Requisition No. 2100 dated 05/20/2020 in the amount of \$373,160.70

The major item paid under **Requisition No. 2200** are as follows: BCWSA - Water - \$175,370.95; CSL Services Inc. - \$6,775.00; Custom Care Property Maintenance - \$1,165.00; Ebert Engineering Inc. - \$1,023.13; Hach Co. - \$1,014.60; Independence Blue Cross - \$10,175.36; JH Shanahan - \$11,938.00; LB Water Service - \$5,581.33; LookFirst Tech. - \$2,763.00; M.J. Reider Assoc. - \$1,609.00; Pennoni Assoc. Inc. - \$31,343.00; Pollard Water - \$1,506.00; Rudolph Clarke LLC - \$20,057.59; - Syron Co. - \$2,737.50; Teamsters Health & Welfare Fund - \$17,677.55; and \$75,000.00 for payroll.

Requisition No. 2201 dated 06/03/2020 in the amount of \$753,010.78

The major item paid under **Requisition No. 2201** are as follows: BCWSA - Sewer - \$551,808.07; Coyne Chemical - \$1,257.60; CSL Services Inc. - \$6,775.00; First National Bank of Newtown - \$59,129.38; Guardian - \$3,987.54; Herbert Rowland & Grubic - \$1,262.70; Link Computer Corp. - \$3,711.02; PECO - \$14,703.74; RIO Supply Inc. - \$14,978.74; Syron Co. - \$2,737.50; TD Card Services - \$3,583.39; USPS - \$5,000.00; Verizon - \$1,167.46 and \$75,000.00 for payroll.

6. Letter of Credit Reduction – Spring Mill Townhouses

A motion (McGill-Deon) 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 \$16,458.57 (Sewer) and \$103,760.85 (Water) and \$6,785.00 (Pump Station) in accordance with the Pennoni Assoc. Inc. review letter of May 28, 2020 passed with 5 ayes.

7. Utility Cloud Asset Management

A motion (Deon-McGill) made to authorize the Executive Director to enter into a contract with a cloud based asset management system offered by Utility Cloud (AESC) located at 1 Stiles Road, Suite 302 of Salem New Hampshire for the purpose facilitating a cloud based utility software implementation at a cost of \$5,000.00 set-up fee (waived) with ongoing operational cost of \$85.00 per user monthly passed with 5 ayes.

8. Administration Health Care Coverage Renewal

A motion (McGill-Rehm) made to approve the administrative health care renewal for participating non-union members, under Account #821701 with Brokers Network with the health care provider being Independence Blue Cross in accordance with the documents provided and with a renewal period of August 1, 2020 and also, authorized the Executive Director to sign on behalf of the Board passed with 5 ayes.

9. Administrative Health Saving Account Contribution

A motion (Deon-McGill) made to approve the annual HSA deposits into administrative Health Care Savings Accounts (HSA) as completed in the past with no change in contribution rate by the Authority as summarized in the memorandum authored by the Executive Director dated June 3, 2020. The funding of the HSA's should be transferred in time to ensure employee accessibility to the funds at the beginning of the healthcare renewal passed with 5 ayes.

COMMENTS:

Edward Rudolph, Esq. noted that today, June 3rd we continue to be in a pandemic, there is unrest in the county and there were violent storms today.

Christopher Walker noted that he and Authority staff had a virtual meeting with DEP regarding Upper Southampton sewer diversion.

Frank O'Donnell (Supervision Liaison) noted that the Northampton Township Building continues to be closed due to Covid-19.

There being no further business to discuss, Mr. Farling adjourned the Board Meeting at 6:50 p.m.