

Northampton, Bucks County, Municipal Authority

**Minutes of the Public Meeting held on May 4, 2022**

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

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. Deon, Chairman, called the meeting to order at 6:30 p.m.

**1. Pledge of Allegiance**

Chairman Deon lead the Pledge of Allegiance and requested a moment of silence for our men and women serving in harms way and also to Eileen Silver (former Northampton Supervisor) who is hospitalized.

**2. Executive Director's Report**

Executive Session:

Mr. Zeuner announced that the Board met in Executive Session prior to this evening's public meeting to discuss personnel matters and matters of litigation between NBCMA and BCWSA.

H2O Tank Mixer Program:

The above ground water tank mixer program is underway with the first of six tanks drained and installation of the mixers completed. The program is proceeding according to plan.

C.I.P.P. Lining Project:

The C.I.P.P. contractor (Insituform) was given the "Notice to Proceed". The first section in which work commence will be the Lower Southampton Basin. Micro-website is anticipated to be launched within the next two weeks for customers to obtain portal access.

HVAC System Installation:

The Authority administrative office at 815 Bustleton Pike will be closed on Monday, May 9<sup>th</sup> as the new HVAC system will be installed. The closure is due to safety protocols as a large crane will be utilized for the installation. Customer service calls will be routed to remote work locations.

**3. Citizens' Concerns**

None

**4. Approval of the Minutes of April 6, 2022**

A motion (O'Donnell-McGill) to approve the Minutes of April 6, 2022, with 4 ayes.

**5. Check Requisitions / Accounts Payable**

A motion (Rehm-McGill) adopting the following resolutions passed 4 with ayes.

**Requisition No. 2252** dated 04/20/2022 in the amount of \$383,436.99.

The major items paid under **Requisition No. 2252** are as follows: Analytical Laboratories - \$14,450.00; BCWSA - Water - \$150,423.61; CSL Services Inc. - \$6,550.00; Cues - \$1,144.65; Formax - \$1,470.00; G & G Electric Construction - \$5,332.27; Independence Blue Cross - \$12,303.81; Karl Hops Inc. - \$1,943.46; Keystone Engineering - \$1,939.98; LB Water Service - \$3,457.50; M.J. Reider Assoc. - \$1,024.60; Office Basics - \$4,388.32; Pennoni Assoc. Inc. - \$53,455.38; PMAA UC Fund - \$5,353.13; Pollard Water - \$1,709.50; Rudolph Clarke LLC - \$4,020.00; Teamster Health & Welfare Fund - \$17,677.55; Toll Bros. - \$7,500.000; and \$85,000.00 for payroll.

**Requisition No. 2253** dated 05/04/2022 in the amount of \$774,424.81.

The major items paid under **Requisition No. 2253** are as follows: BCWSA - Sewer - \$461,263.95; Coyne Chemical - \$1,782.50; Cues - \$3,514.94; First National Bank of Newtown - \$59,129.38; Guardian - \$4,161.04; Independence Blue Cross - \$12,303.81; JH Shanahan - \$2,244.00; Karl Hops Inc. - \$2,320.63; M.J. Reider Assoc. - \$2,079.50; Pennoni Assoc. Inc. - \$61,483.02; Rudolph Clarke LLC - \$11,062.50; Toll Bros. - \$28,812.85; Upper Southampton MUA - \$37,670.28; Witmer Public Safety Group - \$1,314.00; and \$85,000.00 for payroll.

**6. Timmons & Co. Presentation – NBCMA – Image/Website**

Bob Kent provided a PowerPoint presentation on the proposes new website and micro site.

**7:13 p.m. recess – 5 minutes**

**7. Lighting Upgrade – Administration Building/ COSTARS™ Contract**

A motion (McGill-O'Donnell) made to approve the proposal submitted by G & G Electrical Construction LLC of Tullytown Pennsylvania in accordance with their proposal dated April 10, 2022 for a total cost of \$24,765.00 under Pennsylvania COSTARS™ Cooperative Purchasing Agreement Contract #008-719 passed with 4 ayes.

**8. Stoneyford Ridge Development Reduction – Letter of Credit**

A motion (O'Donnell-Rehm) made to authorize the following reductions in the Letter of Credit No. 540003157 (Sewer & Water) with VIST Bank for Stoneyford Ridge Development in the amounts of \$38,641.40 Sewer, and \$30,767.00 Water, in accordance with the Pennoni Assoc. Inc. review letter of April 28, 2022 passed with 4 ayes.

**9. DGS Homes LLC - 48 East Holland Road Escrow Release**

A motion (McGill-Deon) made to approve a cash escrow release in the amount of \$3,750.00 for Sewer and \$2,250.00 for Water for the development known as 48 East Holland Road as recommended by Christopher Walker of Pennoni Assoc. Inc. passed with 4 ayes.

**10. Extension of Time - Contract 2-A-21 Administration HVAC Replacement**

A motion (McGill -Rehm) made to approve the extension of 175 days for the completion of the administration building HVAC replacement Contract #2-A-21 passed with 4 ayes.

**11. Extension of Time - Contract 2-W-21-E Generator for Administration Building**

A motion (McGill -Rehm) made to approve the extension of 259 days for the completion of the administration building generator Contract #2-W-21-E passes with 4 ayes.

**12. C.I.P.P. CONTRACT 1-S-22 COSTARS™ CONTRACT 016-037**

A motion (McGill-O'Donnell) made to approve the quotation submitted by Mr. Rehab Inc. of Mechanicsburg Pennsylvania in accordance with their proposal dated April 19, 2022 for a total cost of \$116,718.20 under Pennsylvania COSTARS™ Cooperative Purchasing Agreement Contract #016-037 passed with 4 ayes.

**13. Well Pump Motor Replacement – Well #2**

A motion (McGill-O'Donnell) made to award the well pump and motor replacement for Well No. 2 to Raab Well Drilling Inc. of Perkasio Pennsylvania in the amount of \$7,966.30 in accordance with their estimate dated April 19, 2022 under Quotation #5128 passed with 4 ayes.

**14. Well Pump Replacement – Well #3**

A motion (McGill-O'Donnell) made to award the well pump replacement for Well No. 3 to A. C. Schultes, Inc. of Woodbury Heights New Jersey in the amount of \$11,264.00 in accordance with their proposal dated April 28, 2022 under Quotation #32899 passed with 4 ayes.

**15. Well Pump Replacement – Well #12**

A motion (McGill-O'Donnell) made to award the well pump replacement for Well No. 1 to A. C. Schultes, Inc. of Woodbury Heights New Jersey in the amount of \$17,876.00 in accordance with their proposal dated April 28, 2022 under Quotation #32899 passed with 4 ayes.

**16. Authorization to Prepare & Advertise Bid Package – Water Main at Rocksville & Buck Rds.**

A motion (McGill-O'Donnell) made to authorize the Administration and the Authority engineer to prepare specifications and advertise on PennBid® (public bidding platform) passed with 4 ayes.

**COMMENTS:**

None

There being no further business Chairman Deon adjourned the meeting at 7:43 P.M.