

Northampton, Bucks County, Municipal Authority

**Minutes of the Public Meeting held on June 1, 2011**

Members Attending: Antonio Albano, Chairman  
John T. Jim, Vice Chairman  
Margaret M. Weiner, Secretary

Others Attending: Thomas A. Zeuner, Executive Director  
Melissa Fiala, Esquire, Solicitor  
Carol A. Fishman, Stenographer

Mr. Albano, Chairman, called the meeting to order at 7:30 p.m.

**1. Pledge of Allegiance**

Mr. Albano led the Pledge of Allegiance and requested a moment of silence for our service men and women in harm's way.

**2. Approval of Minutes from April 20, 2011**

A motion (Jim-Albano) adopting a resolution to approve the Minutes from April 20, 2011 passed with 2 ayes and 1 abstention by Mrs. Weiner.

THERE BEING NO FURTHER BUSINESS TO DISCUSS, MR. ALBANO ADJOURNED THE MEETING AT 7:32 P.M.

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Members Attending: Antonio Albano, Chairman  
John T. Jim, Vice Chairman  
Margaret M. Weiner, Secretary  
Donald S. George, Assistant Secretary-Treasurer

Others Attending: Thomas A. Zeuner, Executive Director  
Melissa Fiala, Esquire, Solicitor  
Carol A. Fishman, Stenographer

Mr. Albano, Chairman, called the meeting to order at 7:32 p.m.

**1. Pledge of Allegiance**

Mr. Albano led the Pledge of Allegiance and requested a moment of silence for our service men and women in harm's way.

**2. Approval of Minutes from May 4 and May 25, 2011**

A motion (Jim-Weiner) adopting a resolution to approve the Minutes from May 4, 2011 and May 25, 2011 passed with 4 ayes.

**3. Citizens Concerns**

No one appeared before the Board.

**4. Check Requisitions / Accounts Payable**

A motion (George-Jim) adopting a resolution to approve Revenue Fund Requisition No. 1952 dated May 19, 2011 in the amount of \$1,176,178.52; Bond Redemption & Improvement Fund Requisition No. 505 dated June 1, 2011 in the amount of \$7,390.96; and Revenue Fund Requisition No. 1952 dated June 1, 2011 in the amount of \$921,889.24 passed with 4 ayes.

The major items paid under Requisition No. 1951 were as follows: BCWSA (Tapping Fees) - \$206,950.00; BCWSA (Sewer) - \$678,556.68; BCWSA (Water) - \$164,556.68; Courier Times - \$1,170.00; Flow Assessment - \$4,540.00; GMG Insurance Agency - \$2,500.00; Karl Hops Inc - \$3,309.43; Phila Business Forms - \$1,887.98; Rudolph Clarke & Kirk LLC - \$1,278.00; Michael & Elizabeth Schmidt - \$2,300.00; J. H. Shanahan Inc - \$9,475.00; Southampton Post Office - \$5,000.00; Teamsters Health & Welfare - \$16,631.29; and a \$70,000.00 payroll transfer.

The major items paid under Requisition No. 505 were as follows: George Leck & Son Inc - \$1,107.20; Pennoni Associates - \$5,707.85; and George Leck & Son Inc - \$575.91.

The major items paid under Requisition No. 1952 were as follows: BCWSA (Water) - \$159,166.20; F. L. Bollinger & Son - \$6,716.00; First National Bank of Newtown - \$564,855.41; Hach Co - \$1,355.70; Hartford - \$3,177.80; Karl Hops Inc - \$1,936.11; Zdzislaw Konopelsky (Grinder Pump Refund) - \$2,000.00; PECO - \$20,563.04; Rio Supply Inc - \$1,320.00; Pennoni Associates - \$8,531.77; Rudolph Clarke & Kirk LLC - \$48,021.53; TD Card Services - \$1,049.56; and a \$70,000.00 payroll transfer.

**5. Executive Director's Report**

Mr. Zeuner reported that "Installment Agreements" were billed at a rate of \$53K per month (\$636K annual) starting May 2011. The Authority is making its first installment in retirement of the debt by making the first principal payment to the First National Bank of Newtown for the borrowing related to the Western End Sanitary Sewer Project in the amount of \$439K. The final punch list items for the Western End Sanitary Sewer Project are nearing completion. Pending satisfaction of outstanding issues, it is our hope that final retainage payment and release will occur at the June 15, 2011 meeting. After that release the Authority will obtain the Engineer's Certificate of Satisfaction for submission to the EPA. At that time, we can request the release of the \$500K EPA Grant due to the Authority.

6. **Maintenance Report for February 2011**
7. **Maintenance Report for March 2011**
8. **Maintenance Report for April 2011**

Mr. Zeuner stated that water production was slightly down from the same time last year for all three months. Forty-three customers were posted and two turned off for non-payment in February; sixty-one posted and eight turned off in March; and eighty-four posted and nine turned off in April. There have been sewer blockages each month including May caused by roots in the line. We are under contract for root control which will be performed shortly.

**9. Resolution No. 2011-1113 – Adding new Board Members as Trustees to the Principal Financial Group Pension Plan for the Authority’s Administrative Employees**

A motion (Jim-George) adopting Resolution No. 2011-1113 revising its administration employees’ pension plan, Contract No. 4-15463 with the Principal Financial Group by adding three new Board Members as Trustees passed with 4 ayes.

**Supplemental “A” – Resolution No. 2011-1114 – Closing Safe Deposit Box at Wells Fargo Bank**

A motion (Weiner-Jim) adopting Resolution No. 2011-1114 authorizing and directing the Executive Director to close the safe deposit box at Wells Fargo Bank passed with 4 ayes.

**Supplemental “B” – Contract No. 2-W-11 – Authorization to Prepare Bid Documents and Advertise for Bids for Cathodic Protection of our Water Tanks at Richboro and Upper Holland Road**

A motion (Albano-Jim) adopting a resolution authorizing Pennoni Associates to prepare the bid documents and the Authority staff to advertise for bids under Contract No. 2-W-11 for cathodic protection of our water storage tanks at Richboro and Upper Holland Road passed with 4 ayes.

THERE BEING NO FURTHER BUSINESS TO DISCUSS, MR. ALBANO ADJOURNED THE MEETING AT 7:45 P.M.

THE NEXT MEETING IS SCHEDULED FOR JUNE 15, 2011.