

**Minutes of the Public Meeting held on April 7, 2010**

Members Attending: Antonio Albano, Chairman  
John T. Jim, Vice Chairman  
Sheila Bass, Treasurer  
Gretel Bleich, Asst. Secretary-Treasurer

Others Attending: Thomas A. Zeuner, Executive Director  
Edward Rudolph, Esquire, Solicitor  
Carol A. Boston, Stenographer  
Vincent Deon, Supervisor, Liaison

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.

**2. Approval of Minutes from March 17, 2010**

A motion (Bass-Bleich) was made adopting a resolution to approve the Minutes from March 17, 2010 and passed with 4 ayes.

**3. Executive Director's Report**

Western End Sanitary Sewer Extension – Phase II is continuing to proceed at a rapid pace despite significant rain events during the month of March. In the last month, 9,281 linear feet (1.75 miles) of sanitary sewers was installed bringing the total pipe installed to date to 31,683 linear feet (+6 miles). Construction of the pump station at the end of Richard Road in the industrial park has begun. The precast wet well was installed. Building construction is underway with the first courses of block in place. The large pump station at the Tanner Site is underway with major excavation in progress. All contract submittals for the pump stations at the Richard Road and Tanner Site are complete. We are pleased to announce that beginning the week of April 12, 2010, construction of the sewer extension along Jacksonville Road between Almshouse Road and Commerce Drive will commence during the evening hours of 7:00 p.m. to 5:00 a.m., Sunday through Wednesday (Thursday / optional). Completion is expected by the end of May. Beginning early May, construction along Almshouse Road between Second Street Pike and MacFarland Avenue will commence during the evening hours of 7:00 p.m. to 5:00 a.m., Sunday through Wednesday (Thursday / optional). Completion is expected by the End of July. This revised plan eliminates the need to close and detour Almshouse Road and Jacksonville Road during the summer months. The revised plan will cause significantly less disruption and adverse impact to the community. A meeting was held on Tuesday, April 6, 2010 with Joao & Bradley, Inc., contractor, Gilmore & Associates, Project Engineer, Northampton Township Police, PennDOT and Authority management to implement the change. The announcement will be sent to all property owners within the project area, posted on the Authority and Township websites. We will also have the announcement on the cable TV municipal access channel.

Ironworks Creek Sanitary Sewer Rehabilitation Project – All sanitary sewer pipeline and manhole installation work has been completed. The system passed all testing requirements. The major items remaining include: Township and State road restoration; driveway restoration; additional crushed stone easement access way; slope bank restoration; grading; and seeding. Scheduled final inspection is May 30, 2010 including all punch list items.

USSA / Bristol Road – Sanitary Sewers – During the recent extreme wet weather storm events, sanitary sewers in the USSA basin became overwhelmed. The Authority is working in a cooperative manner with USSA to identify causes for the significant sanitary sewer flows along Bristol Road at the location where both collection systems merge. Our operations team, along with representatives from Pennoni Associates, has been conducting investigative studies in the recent weeks. During the day, we have been completing extensive video inspection in the basin. During the very early hours of the morning, studies have been conducted to help identify areas of inflow and infiltration.

Seedling Drive Easement Project – Earlier today, the Authority opened bids for the Seedling Drive Easement Project. The bids came in slightly above the budgeted amount of \$100,000. The bids are being reviewed by Pennoni Associates. We plan to have this as an agenda items at the next board meeting for possible award.

Financial Update – Billing revenues for the first five months of the fiscal year are down 3.65% or \$147,359 compared to budget due to the continued dismal economic conditions and reduced consumption. Sanitary sewer expenses are up due to the unexpected extreme wet weather conditions and record snowfall (71 inches) and snowmelts during the winter months. The Authority budgeted \$358,333 average per month for sewer expenses in 2010 or \$1,433,332 year-to-date. In the first four months of our fiscal year, our sanitary sewer expenses totaled \$1,704,859 or \$271,527 above budget. Our average daily sanitary sewer flows are seasonal in nature. We do expect sanitary sewer flows and related expenses to reduce in the coming months due to absorption and groundwater levels. The combined wet weather conditions of the 2009 year and the harsh winter has adversely impacted our operational budget. Management will continue to monitor our costs and expenses while implementing cost reduction initiatives to help offset these expenses.

Sanitary Sewer Strength Violations – Our most recent tests conducted by the Authority for B.O.D.'s (Biochemical Oxygen Demand), PH and total suspended solids has shown promising results. No violations to our discharge standards were identified.

Sanitary Sewer Violation / DEP – The Authority received notice from DEP that it was found to be in violation of standards for sanitary sewer discharges reported by this Authority on itself for the last six months of 2009. The Authority will be filing an appeal with the DEP Environmental Hearing Board for relief through its Environmental Counsel, Steven Hann of the first Hamburg, Rubin, Mullin, Maxwell & Lupin.

Grant Reimbursement Submission – The Authority has formally submitted its request for reimbursement in the amount of \$1,803,571 for work completed by the Authority for the Western End Sewer Extension Project. A \$1,000,000 request was submitted to the Commonwealth Finance Authority under the H2O Grant Program. A \$803,571 request was submitted to the DEP under the Safe Water Grant Program. Courtesy copies of the submissions were provided to Representative Petri and Senator Tomlinson, as they were instrumental in obtaining the grant commitments.

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

Mrs. Jean Warfield of 167 North Traymore Avenue appeared before the Board. She expressed concerns over the condition of North Traymore Avenue. Mrs. Warfield also commented that the construction pipeline crews of Joao & Bradley have conducted themselves in a very professional manner.

#### **5. Check Requisitions**

A motion (Bass-Bleich) adopting a resolution to approve Revenue Fund Requisition No. 1923 dated February 24, 2010 in the amount of \$1,520,902.49; Bond Redemption & Improvement Fund Requisition No. 481 dated February 24, 2010 in the amount of \$400,160.97; Revenue Fund Requisition No. 1926 dated April 7, 2010 in the amount of \$600,993.15; Bond Redemption & Improvement Fund Requisition No. 484 dated April 7, 2010 in the amount of \$34,367.49; and Construction Fund Requisition No. 1052 dated April 7, 2010 in the amount of \$127,817.14 passed with 4 ayes.

The major items paid under Revenue Fund Requisition No. 1923 were as follows: Aetna - \$1,633.60; Archer & Grainer PC - \$2,125.22; BCWSA (Sewer) - \$1,260,961.00; BCWSA (Water) - \$103,662.40; Bee Bergvall & Co - \$2,000.00; Brinker's Fuels Inc. - \$2,338.03; Grainer - \$1,466.39; Hartford - \$3,988.17; PECO - \$22,179.76; and \$70,000.00 payroll transfer.

The major items paid under Bond Redemption & Improvement Fund Requisition No. 481 were as follows: Gilmore & Associates - \$64,500.00; and N. Abbonizio Contractors (Contract No. 9-S-08) - \$335,660.97.

The major items paid under Revenue Fund Requisition No. 1926 were as follows: Aetna - \$1,633.60; BCWSA (Sewer) - \$399,129.25; Brinker's Fuels Inc. - \$1,980.96; ESZ Environmental Systems - \$2,046.50; Hach Co. - \$3,999.40; Hartford - \$4,040.33; Independence Blue Cross - \$36,337.33; J&J Auto & Truck Repair - \$2,280.72; PECO - \$38,725.87; Pennoni Associates - \$13,041.25; Rossi Cleaning - \$1,000.00; Rudolph Pizzo & Clarke LLC - \$19,561.57; Southampton Post Office - \$5,000.00; and a \$70,000.00 payroll transfer.

The major items paid under Bond Redemption & Improvement Fund Requisition No. 484 were as follows: Giaimo Brothers (Land Acquisition) - \$5,720.00; GS Developers (Contract No. 5-S-09) - \$21,066.75; and Pennoni Associates - \$7,580.74.

The major items paid under Construction Fund Requisition No. 1052 were as follows: Pennoni Associates - \$89,028.82; and N. Abbonizio Contractors (Contract No. 9-S-2010) - \$38,788.32.

**6. Auditor's Report for Fiscal Year 2009**

A copy of the auditor's report was forwarded to the Board Members for their review and was accepted without comment.

**7. Bee, Bergvall & Co. – Three-Year Engagement Letter**

A motion (Bass-Bleich) to adopt a resolution accepting the three-year engagement letter from Bee, Bergvall & Co. dated February 25, 2010 for the Authority's annual financial audit services passed with 4 ayes.

**8. Approval of 2009 Hydrogeologic Annual Report**

A motion (Bleich-Jim) adopting a resolution to approve the 2009 Hydrogeologic Report prepared by Pennoni Associates dated March 2010 passed with 4 ayes.

**9. Purchase of Kubota Zero-Turn Mower & Bagger**

A motion (Bleich-Bass) adopting a resolution to approve the purchase of one Kubota Zero-Turn Mower and Bagger Attachment, No. ZD326P-60 through PA State Bid Contract No. 2420-01 from the C. H. Waltz Sons, Inc. c/o Histands Equipment Company at a cost not to exceed \$12,574.75 passed with 4 ayes.

**10. Variable Frequency Drives (Water) – Contract No. 1-W-10**

A motion (Bleich-Bass) adopting a resolution to authorize the Authority administration staff to prepare bid documents and advertise for bids for two variable frequency drives for our Richboro Water Pump Station and, further, instruct the administration to investigate the acquisition of such drives through Pennsylvania Cooperative Purchasing Agreement and/or munibid process passed with 4 ayes.

**11. Award of Contract No. 3-S-10 – Seedling Drive Easement Improvements**

This item was tabled until the next meeting.

**12. Sanitary Sewer Laterals / NBCMA Standards**

Mr. Zeuner stated that the administration is seeking open discussion related to the role and responsibility of the Authority as it relates to sanitary sewer standards for new laterals. The Authority has never taken an active role in the inspection or certification of new sanitary sewer laterals past the property right-of-way line in the past. In an effort to insure integrity of our system and minimize inflow and infiltration, the administration is seeking discussion among the Board Members. The Executive Director would like to explore the feasibility of expanding our role in the inspection and certification process of all new sanitary sewer lateral installations. This would be an opportune time since many new residential properties in the western end will have the availability of public sanitary sewer by year end and all industrial properties will be mandated to connect at that time. Any change would require amendment to our Rates, Rules, and Regulations by adoption of a Resolution. Topics of discussion for future considerations: Township vs. Authority responsibilities; testing (air testing) requirement deemed necessary by Authority from right-of-way to building; double sweep clean-outs; double donut seals at 6' x 4' transition with Fernco coupling; and National Plumbing Standards.

**Supplemental Agenda Item "A" – Maintenance Report for February 2010**

Mr. Zeuner stated that total water production was 60,662,879 gallons, as compared with 58,133,106 gallons for the same period last year. Thirty-four customers were posted and five turned off for non-payment. 6,276 feet of sewer mains were televised (year-to-date 16,276). 1,250 feet of sewer mains were cleaned (year-to-date 1,250). There was a 6" water main break at 132 Cloverly Drive. The Woods Sewer Pump Station ran for a total of 205 hours and pumped 3,690,000 gallons. The Highspire Sewer Pump Station ran for a total of 156 hours. The station experienced high well conditions on February 10, 2010. Both pumps ran and were able to keep up with the flow. The Manchester Farms Sewer Pump Station ran for a total of 66 hours. The station experienced a power failure on February 22, 2010 and the generator operated without incident. Bypass pumping and pipe replacement in the Ironworks Creek Easement is almost completed. The stream bank protection part of the contract is underway in several areas of the project.

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**Supplemental Agenda Item "B" – Contract No. 2-A-A-10 – Annual Paving Restoration**

A motion (Bass-Bleich) adopting a resolution to authorize Pennoni Associates to prepare the bid documents and the Authority staff to advertise for bids under Contract No. 2-A-A-10 for the annual paving restoration project passed with 4 ayes.

A MOTION (BASS-BLEICH) FOR ADJOURNMENT AT 8:05 P.M. PASSED WITH 4 AYES.

THE NEXT MEETING IS SCHEDULED FOR APRIL 21, 2010.