

## BEDMINSTER MUNICIPAL AUTHORITY MINUTES

October 26, 2011

Bedminster Municipal Authority  
Members Present:

Jay Heacock, Chairman  
Joseph Guagno, Vice- Chairman  
Craig Trauger, Secretary  
Lou McKay, Member

Staff:

Jonathan Reiss, Solicitor  
Matt Bogg, Entech Engineers  
Mike Sullivan, Operator

### **Call to Order:**

Jay Heacock called the meeting to order at 7:30 p.m.

## AGENDA ITEMS

### **Approval of Meeting Minutes:**

A motion was made by Craig Trauger, seconded by Joe Guagno to approve the minutes from the September 28, 2011 meeting. The motion passed unanimously.

### **Public Comments:**

Jay Heacock moved an emergency sewer connection request for 214 Twin Oaks Drive from the general matters so that the owners, who were present, did not have to wait through the entire meeting to be heard. The information presented was reviewed and a motion was made by Joe Guagno, seconded by Craig Trauger to approve a conditional emergency sewer connection and the reserve sewer capacity application. The motion passed unanimously. A letter will be written to the Bedminster Water & Sewer Group notifying them of the emergency connection request.

### **Approval of Treasurer's Report:**

Dawn Cook read the Treasurer's Report, dated October 26, 2011. A motion was made by Craig Trauger, seconded by Joe Guagno to approve the Treasurer's Report and pay the bills. The motion passed unanimously.

### **Plant Operator Report:**

Mike Sullivan gave his operations report. Mike reported that the hydrant markers have been installed and that the meter exchanges were going well. Mike also reported on the running of the plants notifying the Board that a significant amount of flow was recorded, believed to be from I & I, at the beginning of October, during a large rain event, he also reported that the plant at Estates at Deep Run Creek had some issues but that everything was being addressed and is normal for a newly started plant.

### **Engineer Report:**

Matt Bogg reviewed Doug's engineering report dated October 19, 2011. A motion was made by Joe Guagno, seconded by Lou McKay to approved payment #1 for \$68,337.00 to Passerini & Sons for the sewer and lateral replacement project on Allem Lane. Matt also reported to the Board that Passerini & Sons have requested another extension and after further discussion, the Board decided to deny the extension request. A motion was made by Lou McKay, seconded by Craig Trauger to approve a work order for Allem Lane Phase 3. Matt reported that the amount of the work order is the same as last year. A discussion was held about the amount of line to be replaced and the Board also discussed having a change to the bid documents that would allow the Authority to request additional work, up to a certain amount, if the bid numbers come in under budget. All motions passed unanimously.

**Solicitor's Report:**

Jonathan Reiss reviewed his report dated October 20, 2011. A motion was made by Joe Guagno, seconded by Lou McKay to give authorization to return the financial security to the bank for the Estates at Deep Run Creek's Pump and Haul Agreement. The motion passed unanimously.

**General Matters:**

The Board was then updated on several items; 3<sup>rd</sup> quarter billing totals, that the letter to the residents notifying them of the fee increase had been sent out and that Sprint Wireless had notified me that they will be unable to service our wireless needs. I also notified the Board that Larry Longacre and I will be working on a Request for Proposal for our insurance needs. I reviewed with the Board the bids for chemicals, sludge hauling, lawn care and snow removal. A motion was made by Craig Trauger, seconded by Joe Guagno to authorize Doug to advertise for new bids for Aluminum Sulfate. A motion was made by Joe Guagno, seconded by Craig Trauger to accept the 2012 bid price for hypochlorite from Buckman's. A motion was made by Craig Trauger, seconded by Joe Guagno to accept the 2012 bid price for sludge hauling from Franc Environmental. A motion was made by Lou McKay, seconded by Craig Trauger to accept the 2012 bid price for lawn care from Emerald Garden. A motion was made by Craig Trauger, seconded by Joe Guagno to accept the 2012 bid price for snow removal from Cutting Edge. All motions passed unanimously.

The Board and I then reviewed the draft 2012 budget. There were no comments or suggestions for changes. The budget will be revised with the new numbers from the bid items and will be ready to be finalized for either the November or December meeting.

The Board also reviewed previous request to change or combine the November and December meetings. After further discussion the Board decided not to change the meeting dates and to leave the meeting schedule as is.

**Adjournment:**

There being not further business a motion was made by Joe Guagno, seconded by Lou McKay to adjourn the meeting at 8:24 pm.

Respectfully Submitted,  
Dawn cook  
Administrator