

MINUTES OF THE REGULAR MEETING OF THE
NEWTOWN, BUCKS COUNTY, JOINT MUNICIPAL AUTHORITY

September 10, 2024

The regular monthly meeting of the Newtown, Bucks County, Joint Municipal Authority (NBCJMA) was duly held on September 10, 2024, beginning at 3:00 p.m. at the Authority's office at 15 South Congress Street, Newtown, Bucks County, Pennsylvania. The Pledge of Allegiance was recited prior to the start of the meeting.

ROLL CALL: Present were:

Chairman Christopher Gusty (via zoom), Board Member
Gerald Schenkman, Board Member
Robert Walker, Board Member
Elen Snyder, Board Member
Mike Menditto, Manager
Warren Gormley, Special Project Manager
Jeff Morehead, Field Superintendent
Theresa Funk from Gannett Fleming, Authority's Engineer
Jessica L. VanderKam, Esquire, Authority's Solicitor

VISITORS SCHEDULED: Theresa Katalinas answered questions from the Board regarding upcoming communications with the Authority customers. PFM representatives Jamie Schlesinger and Garrett Moore answered questions from the Board regarding the scope of their services.

EXECUTIVE SESSIONS: An executive session was held from 3:30 p.m. to 3:40 p.m. to a legal issue.

MOTION: The August 13, 2024 Minutes were reviewed. Upon motion made by Mr. Walker, and seconded by Ms. Snyder, all members present voted aye to approve the August 13, 2024 Minutes.

Board Member Ms. Bobrin joined the meeting.

An Expenditures Register and accounts payable, which is attached hereto, made a part hereof and marked Exhibit "A" was distributed and reviewed by Mr. Menditto.

MOTION: Upon motion made by Mr. Walker, and seconded by Ms. Bobrin, all members present voted aye to approve payment of bills on the Expenditures Register.

Mr. Menditto reviewed the list of receipts from August 2024.

MOTION: Upon motion made by Mr. Walker, and seconded by Ms. Bobrin, all members present voted aye to transfer \$370,800.09 from the trust account to the operating account.

Delinquent accounts were presented to the Board by Mr. Menditto.

PUBLIC COMMENT: Mr. John Mack was present at the meeting and exchanged pleasantries with the Board; asked a question about the progress of the Wawa project; but offered no comments.

ENGINEER'S REPORT: Ms. Funk presented the Engineer's Report and answered all questions to the satisfaction of the Board. Gannett Fleming is hoping to have the 30% design by the October meeting. The Engineer's Report is attached hereto, made a part hereof and marked Exhibit "B."

SOLICITOR'S REPORT: Ms. VanderKam presented the Solicitor's Report and answered all questions to the satisfaction of the Board. The Solicitor's Report is attached hereto, made a part hereof and marked Exhibit "C."

MANAGER'S REPORT: Mr. Menditto presented the Manager's Report and answered all questions to the satisfaction of the Board. The Manager's Report is attached hereto, made a part hereof and marked Exhibit "D."

FIELD REPORT: Mr. Moorhead presented the Field Report and answered all questions to the satisfaction of the Board. The Field Report is attached hereto as Exhibit "E."

SPECIAL PROJECTS REPORT: Mr. Gormley presented the Special Projects Report and answered all questions to the satisfaction of the Board. The Special Projects Report is attached hereto, made a part hereof and marked Exhibit "F."

OLD BUSINESS:

MOTION: Upon motion by Ms. Snyder and seconded by Mr. Walker, all members present voting aye, the Board voted to amend the rate increase of 55% that was approved at the July, 2024 meeting, and reduce the rate increase to 47%, effective January 1, 2025.

MOTION: Upon motion by Mr. Schenkman and seconded by Ms. Bobrin, all members present voting aye, the Board voted to hire PFM Financial Advisors, LLC to render professional services related to the financing of the Waste Water Treatment Plant, and directed Mr. Gormley to execute a letter of engagement for same, subject to Solicitor review.

The Board had no further discussion regarding the marketing letter to customers regarding the Waste Water Treatment Plant, as the subject had been fully discussed during the Visitor portion of the meeting, with Ms. Katalinas. There being no need for a motion, this item of business was removed from the table.

NEW BUSINESS:

MOTION: Ms. VanderKam informed the Board that a motion was necessary to authorize her to present the Board's request to the State Ethics Commission. Upon motion by Mr. Schenkman, and seconded by Mr. Gusty, all members present voting aye, the Board voted to authorize Ms. VanderKam to transmit a letter to the Commission seeking an advisory opinion.

MOTION: Upon motion by Mr. Schenkman and seconded by Ms. Snyder, all members present voting aye, the Board approved the purchase and installation of the Krohne Sewage Pump Station Flow Meter and digital display wall unit, not to exceed \$13,000.00.

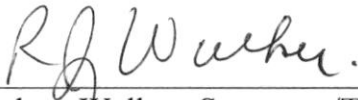
MOTION: Upon motion by Mr. Walker and seconded by Ms. Bobrin, all members present voting aye, the Board discussed and then authorized the expenditure of funds to secure travel plans to the Aquanereda plant in St. Louis, MO, in the event the State Ethics Commission advises that the Board cannot accept the complimentary offer to view the technology.

FINANCIAL STATEMENT: Mr. Menditto went over the financial statement. This is the first month of our 2024-2025 budget. Rentals are at 10%, total revenue is at 9%, total salaries are at 7%, operating expenses are at 1% and utilities are at 5%. Month-to-date net result from operations is \$453,336.77. Year-to-date net result is \$453,336.77.

MOTION: Upon motion by Mr. Schenkman and seconded by Mr. Walker, all members present voting aye, the Board rescheduled its next regular meeting to occur on

October 16, 2024 at 3:00 p.m., rather than on its regularly scheduled date of October 8, 2024. The Solicitor was directed to advertise the new date to the public.

The regular meeting adjourned at 5:45 p.m.



Robert Walker, Secretary/Treasurer

EXHIBIT "A"

Newtown Joint Municipal Auth. Expense Funds

Report Date 09/10/24

Expenditures Register
GL-2502-37967

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Vendor	Req #	Budget#	Sub#	Description	Invoice/Project	Req Date	Check Dte	Recpt Dte	Check#	Amount
423				CLEARFLY						
	11875	1	01550	510 TELEPHONE - OFFICE VOI/PHONE SERVICE	641347	09/03/24	09/10/24	09/03/24	14039	152.78
										152.78
211				COMCAST						
	11859	1	01530	310 MISC. OFFICE EXP. INTERNET SHOP/SECURITY/CAMERAS		08/26/24	09/10/24	08/26/24	14040	268.00
					GL Period : 2501					
										268.00
190				CRYSTAL SPRINGS						
	11887	1	01530	310 MISC. OFFICE EXP. DRINKING WATER	090124	09/05/24	09/10/24	09/05/24	14041	71.90
										71.90
359				DE LAGE LANDEN FINANCIAL SERVICES						
	11895	1	01530	310 MISC. OFFICE EXP. FAX COPIER 9/1-9/30	588350452	09/09/24	09/10/24	09/09/24	14042	132.99
										132.99
79				DENNEY ELECTRIC SUPPLY						
	11864	1	01520	410 MAINT. & REPAIRS PS PANEL FUSE	S102277868.001	08/26/24	09/10/24	08/26/24	14043	7.77
					GL Period : 2501					
										7.77
259				FLOW ASSESSMENT SERVICES LLC						
	11874	1	01510	910 METER MAINT. CONTRACT AUGUST METERING/BCCC	7782	09/03/24	09/10/24	09/03/24	14044	750.00
										750.00
351				FOCUSED ON DETAILS						
	11888	1	01530	310 MISC. OFFICE EXP. MONTHLY CLEANING	8121	09/09/24	09/10/24	09/09/24	14045	190.60
										190.60
17				GANNETT FLEMING INC.						
	11858	1	01530	310 MISC. OFFICE EXP. MISC SERVICES 6/29-7/26		08/26/24	09/10/24	08/26/24	14046	682.50
					GL Period : 2501					

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Newtown Joint Municipal Auth. Expense Funds

Report Date 09/10/24

Expenditures Register
GL-2502-37967

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Vendor	Req #	Budget#	Sub#	Description	Invoice/Project	Req Date	Check Dte	Recpt Dte	Check#	Amount
14				LECK WASTE SERVICES						
	11863	1	01530	310 MISC. OFFICE EXP. MONTHLY DUMPSTER	488100	08/26/24	09/10/24	08/26/24	14051	223.26
					GL Period : 2501					
										223.26
278				MIKE MENDITTO						
	11882	1	01530	310 MISC. OFFICE EXP. WEB HOSTING/GODADDY/RENEWAL	70321640	09/03/24	09/10/24	09/03/24	14052	167.88
278				MIKE MENDITTO						
	11882	2	01530	310 MISC. OFFICE EXP. ZOOM 9/3-10/2	INV271481332	09/03/24	09/10/24	09/05/24	14052	16.95
										184.83
431				MIKE NELSON CONSULTING						
	11878	1	01570	010 EDUCATION COURSE/DEP EXAM/M.MURDOCK		09/03/24	09/10/24	09/03/24	14053	990.00
										990.00
36				NEWTOWN ARTESIAN						
	11868	1	01530	210 BILLING EXPENSE CYCLE C READINGS/1 SHUT-OFF	278	08/28/24	09/10/24	08/28/24	14054	2,000.07
										2,000.07
8				NEWTOWN PRO HARDWARE						
	11889	1	01560	010 MISC. PLANT EXP. MISC FIELD SUPPLIES	1034206/1034194	09/09/24	09/10/24	09/09/24	14055	50.64
										50.64
1				PECO						
	11893	1	01510	313 POWER - LINTON HILL LINTON HILL PS	4288930100	09/09/24	09/10/24	09/09/24	14056	168.47
1				PECO						
	11893	2	01510	612 POWER - EAGLETON FARMS EAGLETON FARMS PS 7/9-8/7	4288930100	09/09/24	09/10/24	09/09/24	14056	211.62
1				PECO						
	11893	3	01510	012 POWER - GARAGE SHOP 7/9-8/7	4288930100	09/09/24	09/10/24	09/09/24	14056	50.48
1				PECO						
	11893	4	01510	512 POWER EAGLE GLEN EAGLE GLEN PS 7/9-8/7	4288930100	09/09/24	09/10/24	09/09/24	14056	151.30

Newtown Joint Municipal Auth. Expense Funds

Report Date 09/10/24

Expenditures Register
GL-2502-37967

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Amount	Invoice/Project	Reg Date	Check Dte	Receipt Dte	Check#	Description	Budget#	Sub#	Reg #	Vendor
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366.87	4288930100	09/09/24	09/10/24	09/09/24	14056	PECO OFFICE 7/9-8/7	11893	5	01510	312 POWER - OFFICE
412.72	4288930100	09/09/24	09/10/24	09/09/24	14056	PECO NOB HILL PS 7/9-8/7	11893	6	01510	112 POWER - KNOB HILL
58.15	4288930100	09/09/24	09/10/24	09/09/24	14056	PECO POLE BARN/SHOP 7/9-8/7	11893	7	01510	611 POWER POLE BARN

269.63	0001066812	09/03/24	09/10/24	09/03/24	14057	PENNSYLVANIA ONE CALL SY AUG/PA-1 SYSTEM	11880	1	01530	310 MISC. OFFICE EXP.
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6,480.00		08/26/24	09/10/24	08/26/24	14058	POST & SCHELL PC PAUL LOGAN 7/08-7/23	11861	1	19530	710 LEGAL EXPENSES CAPITAL IMPROVEMENTS 1194424
1,640.00		08/26/24	09/10/24	09/09/24	14058	POST & SCHELL PC PAUL LOGAN 8/1-8/8	11861	2	19530	710 LEGAL EXPENSES CAPITAL IMPROVEMENTS 1196628

172.52	39902809	08/26/24	09/10/24	08/26/24	14059	QUILL CORPORATION MISC OFFICE SUPPLIES	11860	1	01530	310 MISC. OFFICE EXP.
172.52		09/03/24	09/10/24	09/03/24	14060	QUILL CORPORATION STAMPER	11881	1	01530	310 MISC. OFFICE EXP.

30.99	40157556	09/03/24	09/10/24	09/03/24	14060	STUCKERT & YATES AUG MISC/TWO LIENS	11883	1	01530	710 LEGAL EXPENSE
2,817.50	24408/24409	09/05/24	09/10/24	09/05/24	14061	STUCKERT & YATES AUG MISC/TWO LIENS	11883	2	19530	710 LEGAL EXPENSES CAPITAL IMPROVEMENTS 24408/24409
3,051.49		09/05/24	09/10/24	09/05/24	14061	AUG/WWTP	11883	2	19530	710 LEGAL EXPENSES CAPITAL IMPROVEMENTS 24408/24409

5,868.99

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Newtown Joint Municipal Auth. Expense Funds

Report Date 09/10/24

Expenditures Register
GL-2502-37967

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Vendor	Req #	Budget#	Sub#	Description	Invoice/Project	Req Date	Check Dte	Recpt Dte	Check#	Amount
382				UNITED TIRE						
	11870	1	01540	110 TRUCK EXPENSE	1140030983	09/03/24	09/10/24	09/03/24	14068	1,442.96
				4 TIRES/2019 F250						
										1,442.96
2				VERIZON						
	11869	1	01530	310 MISC. OFFICE EXP.		09/03/24	09/10/24	09/03/24	14069	169.00
				8/13-9/12						
2				VERIZON						
	11869	2	01550	410 TELEPHONE - PLANT		09/03/24	09/10/24	09/09/24	14069	542.40
				SHOP/PUMP STATIONS						
										711.40
42				WM B PARRY & SON LTD						
	11871	1	01550	010 INSURANCE EXPENSE	NEWTOJ1PAR	09/03/24	09/10/24	09/03/24	14070	20.00
				ADD/LOT PARCEL 29-010-043						
										20.00
										266,453.32
									39 Printed, totaling	266,453.32

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	1029438	240,738.08	GENERAL FUND
19	1029438	25,715.24	CAPITAL IMPROVEMENT FUND
		266,453.32	

PERIOD SUMMARY

Period	Amount
2501	22,794.45
2502	243,658.87
	266,453.32

Legend:

Expenditures Register Previewing to your screen
Beginning Check Date 091024
Ending Check Date 091024
Sorting by vendor name
Doing a page break
Archiving to Expenditures Register-.txt
MARPO5 run by NBCJMA 9 : 00 AM

August 2024 Receipts

	<u>This Month</u>	<u>Last Year</u>	<u>Last Quarter</u>
10% ADMINISTRATION	\$ -	\$ 1,474.28	\$ 3,370.00
CERTIFICATIONS	\$ 1,665.00	\$ 1,600.00	\$ 800.00
CONNECTION AND FAC. FEES	\$ -	\$ -	\$ 11,035.44
PERMITS	\$ -	\$ 225.00	\$ -
MISCELLANEOUS INCOME	\$ 1,941.60	\$ 2,301.16	\$ 214.82
CELL TOWER RENT	\$ 3,178.95	\$ 3,086.36	\$ 3,178.95
TAPPING FEES	\$ -	\$ -	\$ 7,306.56
GREASE LICENSE	\$ -	\$ -	\$ -

TOTAL MISCELLANEOUS	<u>This Month</u> <u>\$6,785.55</u>	<u>Last year</u> <u>\$8,686.80</u>	<u>Last Quarter</u> <u>\$25,905.77</u>
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RENT

REVENUE

RESIDENTIAL	\$ 368,321.79	\$ 365,480.74	\$ 326,779.77
COMMERCIAL	\$ 53,535.75	\$ 29,437.43	\$ 50,001.44
INDUSTRIAL	\$ 58,304.25	\$ 27,819.63	\$ 84,907.81
MULTIPLE	\$ 15,883.00	\$ 5,196.65	\$ 6,138.22
OTHER BUILDING	\$ 994.00	\$ 14,994.04	\$ 3,958.00
PUBLIC	\$ 3,560.00	\$ 19,884.00	\$ 18,820.00
PARENT ACC	\$ 8,361.84	\$ 14,053.24	\$ 14,890.50
OTHER	\$ 3,615.11	\$ 3,685.12	\$ 3,394.25
INTEREST	\$ 386.50	\$ 599.87	\$ 406.65
PENALTY	\$ 2,807.97	\$ 5,288.00	\$ 3,268.02

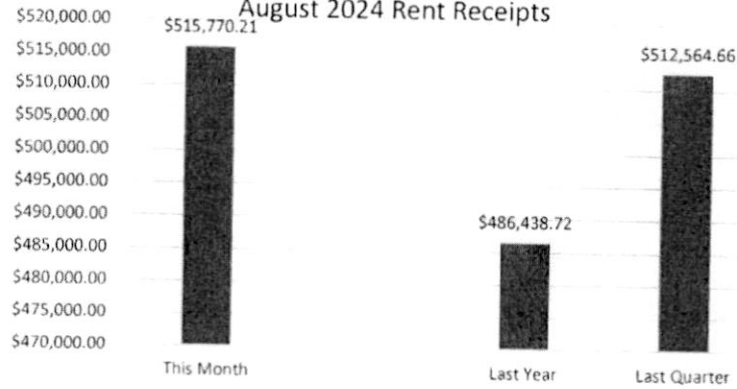
TOTAL RENT RECEIPTS	<u>This Month</u> <u>\$515,770.21</u>	<u>Last Year</u> <u>\$486,438.72</u>	<u>Last Quarter</u> <u>\$512,564.66</u>
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TOTAL RECEIPTS	<u>This Month</u> <u>\$522,555.76</u>	<u>Last Year</u> <u>\$495,125.52</u>	<u>Last Quarter</u> <u>\$538,470.43</u>
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August 2024 Misc Income



August 2024 Rent Receipts



August 2024 Combined Receipts



ACCOUNTS PAYABLE - From August 2024

TOTAL FROM BILLS LIST	\$ 266,453.32
PAYROLL - August/September	\$ 104,202.99

ADDITIONAL PAYMENTS

• Credit Card Fee	\$ 0.00
• Health Reimbursement	\$ 143.78

TOTAL	\$ 370,800.09
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*Included in the payroll numbers are all Federal, State and local taxes, Paychex charges and the 457(b).

Report Date 09/10/24

AR Aging Report
For Period

Cycle B
PAGE 1 Shut off date
9/24/24

Account #	Customer Name	Service Address	Current	30 Days	120 Days	210 Days	300+ Days	Total AR	Statu
			7.35	150.23		6.15	123.00	286.73	NS
			6.50	133.61		7.70	136.67	284.48	NS
			4.35	89.28		4.35	87.00	184.98	NS
			4.95	101.48		4.95	94.05	205.43	NS
			8.05	240.86		39.85	3,154.35	3,443.11	ONS L
			5.25	110.45		5.25	212.63	333.58	NS
			5.55	113.44		4.95	92.50	216.44	NS
			4.35	89.28		4.35	87.00	184.98	NS
			4.35	89.28		4.35	87.00	184.98	NS
			6.15	125.60		4.95	99.00	235.70	NS
			7.95	161.28		4.35	87.00	260.58	NS
			10.70	219.23		9.50	199.74	439.17	NS
			4.35	89.28		4.35	87.00	184.98	NS
			4.10	84.05		4.10	82.00	174.25	NS
			4.35	89.28		4.35	87.00	184.98	NS
			6.50	133.73		7.10	142.00	289.33	NS
			4.10	86.61		4.10	180.10	274.91	NS
			4.35	89.28		4.35	87.00	184.98	NS
			4.10	84.78		5.30	106.00	200.18	NS
			5.30	109.10		5.90	118.00	238.30	NS
			4.10	84.15		4.10	82.00	174.35	NS
			4.10	84.15		4.10	82.00	174.35	NS
			4.10	101.54		4.10	777.31	887.05	NS L
			4.95	101.28		4.35	87.00	197.58	NS
			4.35	118.37		8.45	1,246.52	1,377.69	* L
			4.35	91.62		4.35	188.63	280.95	NS
			4.10	84.15		4.10	82.00	174.35	NS
			4.70	96.15		4.10	82.00	186.95	NS
			4.35	89.34		4.35	89.42	187.46	
			7.35	154.18		6.75	280.29	448.57	NS
			4.35	89.28		4.35	87.00	184.98	NS
			4.10	84.47		98.70		187.27	NS
			4.70	95.96		4.10	74.46	179.22	NS
			12.75	258.69		8.55	138.94	418.93	NS
			13.10	267.62		10.70	214.00	505.42	NS
			4.35	89.28		4.35	87.00	184.98	NS
			4.10	84.15		4.10	82.00	174.35	NS
			5.90	120.78		5.30	106.00	237.98	NS
			4.10	84.15		4.10	82.00	174.35	NS
			8.55	174.85		6.15	148.02	337.57	LNS
			34.95	702.17		8.55	118.33	864.00	NS
			4.10	84.15		4.10	82.00	174.35	NS
			264.15	5,530.61	0.00	352.05	9,557.96	15,704.77	

CUSTOMER COUNT = 42

Key

NS	=	Property had a shut off notice hung
P	=	Customer has entered into a payment plan
*	=	Water Co. has water off for non payment
O	=	We have water off for non payment
X	=	Customer has submitted a doctor's note
F	=	Final (property is being sold)
C	=	No personal checks accepted
K	=	Credit card payment plan

Newtown Joint Municipal Auth. Municipal Billing

Report Date 09/10/24

AR Aging Report
For Period

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Account #	Customer Name	Service Address	Current	30 Days	120 Days	210 Days	300+ Days	Total AR	Status
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SUMMARY BY CUSTOMER TYPE

Code	Customer Type	AR Balance	Current	30 Days	120 Days	210 Days	300+ Days
R	RESIDENTIAL	11,928.08	250.85	5,179.30		306.95	6,190.98
C	COMMERCIAL	3,776.69	13.30	351.31		45.10	3,366.98
I	INDUSTRIAL						
M	MULTIPLE						
O	OTHER						
P	PUBLIC						
Z	PARENT ACCOUNTS						
		15,704.77	264.15	5,530.61		352.05	9,557.96

NEWTOWN JOINT MUN. AUTH.
Financial Statement
August 2024

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GENERAL FUND

First month target = 8.33%

Account Title	Acct #	M-T-D	Y-T-D	Last Year	Annual Budget	Percent	Y-T-D Budget
REVENUE							
RENTALS	01400 120	550,289.88	550,289.88	485,055.06	5,788,000	10	482,334
PENALTY	01400 220	2,794.79	2,794.79	4,387.71	50,000	6	4,167
10% ADMIN. FEES	01400 320			1,474.28	10,000	0	834
CERTIFICATIONS	01400 520	1,665.00	1,665.00	1,600.00	15,000	11	1,250
PERMITS	01400 720			225.00	4,000	0	334
MISC. INCOME (REV)	01400 920	3,366.60	3,366.60	2,316.16	4,000	84	334
INTEREST INCOME	01410 020	444.37	444.37	601.95	6,000	7	500
CELL TOWER RENT	01410 030	3,178.95	3,178.95	3,086.36	38,000	8	3,167
GREASE FEES	01410 050				8,000	0	667
TOTAL REVENUE		561,739.59	561,739.59	498,746.52	5,923,000	9	493,587
SALARIES							
SALARIES - FIELD	01500 000	19,017.20	19,017.20	22,736.00	242,000	8	20,166
SALARY - ADMINISTRATIVE	01500 900	37,238.82	37,238.82	52,121.39	595,000	6	49,583
TOTAL SALARIES		56,256.02	56,256.02	74,857.39	837,000	7	69,749
UTILITIES							
POWER - GARAGE	01510 012	51.43	51.43	101.72	900	6	75
POWER - KNOB HILL	01510 112	426.02	426.02	967.24	9,500	4	791
POWER - OFFICE	01510 312	287.93	287.93	445.80	5,050	6	420
POWER - LINTON HILL	01510 313	167.78	167.78	346.98	4,050	4	337
POWER EAGLE GLEN	01510 512	158.98	158.98	338.40	3,200	5	266
POWER POLE BARN	01510 611	60.10	60.10	188.35	1,500	4	125
POWER - EAGLETON FARMS	01510 612	203.98	203.98	414.05	3,800	5	316
TOTAL UTILITIES		1,356.22	1,356.22	2,802.54	28,000	5	2,330
OPERATING EXPENSES							
FUEL OIL	01510 650				6,000	0	500
INTERCEPTOR EXP.	01510 810			226,865.04	3,240,000	0	270,000
INTERCEPT INT & PENALTY	01510 811				80,000	0	6,666
METER MAINT. CONTRACT	01510 910	750.00	750.00	750.00	11,000	7	916
MAINT. & REPAIRS	01520 410	7.77	7.77		11,000	0	916
BILLING EXPENSE	01530 210	1,988.92	1,988.92	1,934.41	25,000	8	2,083
POSTAGE & SUPPLIES	01530 211			799.98	22,000	0	1,833
MISC. OFFICE EXP.	01530 310	658.61	658.61	5,019.69	54,000	1	4,500
PAYROLL TAXES	01530 510	(366.77)	(366.77)	5,763.37	60,000	-1	5,000
AUDITING EXPENSE	01530 610	17,300.00	17,300.00		9,000	192	750
LEGAL EXPENSE	01530 710	1,431.25	1,431.25	1,287.00	13,000	11	1,083

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GENERAL FUND

Account Title	Acct #	M-T-D	Y-T-D	Last Year	Annual Budget	Percent	Y-T-D Budget
ENGINEERING EXP.	01530 810	1,018.13	1,018.13	1,689.57	25,000	4	2,083
ACCOUNTING EXP	01530 910	1,600.00	1,600.00	1,500.00	18,000	9	1,500
TRUCK EXPENSE	01540 110	115.17	115.17	2,396.34	11,000	1	916
INSURANCE EXPENSE	01550 010	5,277.48	5,277.48	17,286.95	223,000	2	18,583
TELEPHONE - PLANT	01550 410	795.57	795.57	803.71	8,000	10	666
TELEPHONE - OFFICE	01550 510	290.16	290.16	297.57	3,000	10	250
COMPUTER MAINTENANCE	01550 610			2,194.22	21,000	0	1,750
ADVERTISING	01550 960	37.89	37.89		1,000	4	83
MISC. PLANT EXP.	01560 010	4,219.73	4,219.73	1,960.87	28,000	15	2,333
EDUCATION	01570 010			305.00	2,000	0	166
DEPRECIATION OPERATING	01590 010	15,666.67	15,666.67	14,004.52	188,000	8	15,666
TOTAL OPERATING EXPENSES		50,790.58	50,790.58	284,858.24	4,059,000	1	338,243
TOTAL EXPENSES		108,402.82	108,402.82	362,518.17	4,924,000	2	410,322
NET RESULT FROM OPERATIONS		453,336.77	453,336.77	136,228.35	999,000	45	83,265

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CAPITAL IMPROVEMENT FUND

Account Title	Acct #	M-T-D	Y-T-D	Last Year	Annual Budget	Percent	Y-T-D Budget
REVENUES							
INTEREST INCOME	19410 020			24,244.01			
TOTAL REVENUES				24,244.01			
EXPENSES							
CAPITAL IMPROVEMENT	19520 480	12,581.25	12,581.25				
LEGAL EXPENSE CAPITAL IMPROVEMENTS	19530 710	27,380.00	27,380.00	177.81			
ENGINEERING, CAPIMPR	19530 860	1,792.50	1,792.50	16,012.50			
TRUSTEE FEES	19530 950			586.60			
TOTAL EXPENSES		41,753.75	41,753.75	16,776.91			
NET RESULT FROM OPERATIONS		(41,753.75)	(41,753.75)	7,467.10			

EXHIBIT "B"

ENGINEER'S REPORT
for the
NEWTOWN, BUCKS COUNTY, JOINT MUNICIPAL AUTHORITY
September 10, 2024

Job No.	Description	Services Performed
66691.118, 66691.119, 119a	Potential WWTP Project	- Preparing scope of work and estimated fee for completion of 30% design services. - Coordinating with NBCJMA staff and Newtown Borough re: attendance at meeting to discuss status of WWTP project.
66691.121	Penns Commons/Colonial Commons Sewer Replacement	- Design of sewer replacement is ongoing, including evaluation of lining in environmentally sensitive areas.
66691.222	Newtown AOP/Colonial Commons PS Upgrade	- Provided list of standard notes and details to engineer for Developer to include on plans for Colonial Commons PS upgrade.
66691.225	Wawa	- Construction of new sewer facilities commenced July 10, 2024, with Gannett Fleming observing. - Continuing to work with Authority staff and Contractor to identify source of recurring sinkholes in area of installed sewer in Lower Silver Lake Road. - Developer received PADEP approval to proceed with boring under stream with sewer main at reduced cover. Coordinating with Developer re: resumption of sewer construction. - Received submittal for grease trap, which is currently under review.
066691.227	Mayfield/Arcadia	- Met with Contractor and NBCJMA staff August 28, 2024 to review outstanding items to be addressed prior to proceeding with dedication of sewer facilities.
066691.247	385 Stoopville Road	- Provided executed Table J to Engineer for Developer for inclusion in Sewage Facilities Planning Module.

EXHIBIT "C"

SOLICITOR'S REPORT

For the

NEWTOWN, BUCKS COUNTY, JOINT MUNICIPAL AUTHORITY

September 10, 2024

Description	Services Performed
Sewer Treatment Plant	<ul style="list-style-type: none">- Condemnation litigation update (petitions to intervene)- Financial Advisors - letters of engagement- RE Tax Exemption Application – status update- Middletown Twp inquiry
Steeple View Project	<ul style="list-style-type: none">- Sewer Service Agreement – still waiting to be executed and returned by Steeple View (sent out Nov 2023)
Escrow Issue	<ul style="list-style-type: none">- Under review.
Indemnification Agreement	<ul style="list-style-type: none">- Waiting on signature.
RSJZ Phila	<ul style="list-style-type: none">- Completed and escrow returned.
Liens	<ul style="list-style-type: none">- Prepared and filed (2). Paid liens released (2)

EXHIBIT "D"

MANAGER'S REPORT

September 10, 2024

1. **PROPERTIES SEEKING CONNECTION-**

366 Wrights Rd- no DEP module needed

166 Twining Bridge Rd

*385 Stoopville rd Subdivision- DEP planning ongoing, working with all parties involved.

14 Eldridge Rd

110 N State St- 3 lot Subdivision.

531 Washington Crossing Rd- Subdivision- Property has recently changed ownership and will require a new SSA.

473 Lower Dolington Rd (3EDU)

64 German Ave- Re-route sewer with new connection location- no extra EDU needed

*14 Eldridge Rd- New Construction

*349 Eagle Rd- Failing Septic

2. **STEEPLEVIEW PH2-** DEP approval letter (revision) has been issued, No SSA or Escrow.

3. **WAWA-** Boring of sewer pipe resumed after stream crossing permitting issues.

4. **MAYFIELD-** Punchlist list items need to be addressed before Dedication can proceed.

5. **ONLINE BILL PAY UPDATE-** Third month of operation-

	Aug/23	Aug/24 Paymentus
Total customers- 305		389
Manual autopay- 97		0
In person/phone- 218		88
Totals-	\$45,426.04	\$61,549.55
	ACH Aug/23	ACH Aug/24
Total customers- 761		874
Total Amount- \$109,029.94		\$167,535.88

Aug 2023 Credit Card fees paid by Authority: \$1063.52

Aug 2024 fees paid by Authority: 0

6. **TOLL AOP-** Plan review of equipment to be purchased by Authority.

7. **PENNS COMMONS SEWER REPLACEMENT PROJECT-** Inspect and review sewer pipe located on 372 Swamp Rd for alternative replacement/repair options, IE: pipe lining.

8. **PENNS COMMONS PS POWER FAILURE-** Roaming power failure/surges on 8/2/24 caused catastrophic damage to the Generator control board. Temporary Generator on site, parts ordered, Insurance claim started.

9. **12 KING CHARLES LN-** Set up special hardship payment agreement to pay down a balance of \$1200.00 to avoid shut-off or lien.

10. **ESCROW ACCOUNTS-** Review and updating ongoing by Authority, information then given to Jessica for final review and disbursement recommendation.

11. **TEAMLOGIC IT-** Reported multiple unsuccessful login attempts to our server firewall from an IP address in Russia.

EXHIBIT "E"

FIELD REPORT

September 10, 2024

Field Crew

Ongoing-

- Field staff are performing all routine and non-routine maintenance.
- Maintenance and inspection of pump stations (5) and permanent meter sites (8)
- Routine flushing of sewer mains
- Pennsylvania One Call locating and marking.
- Inspection of house sewers
- Clearing of right of ways
- Televising of sewer mains for infiltration during wet weather events
- The grease trap campaign which includes annual inspections and spot checks

New-

1 Blair has a crew onsite repairing the manholes in Mayfair

Prepared by: Jeff Moorhead

Field Superintendent

Special Projects Reports

September 10, 2024

1. **Deed**

Received recorded copy of the deed from settlement for land purchase

2. **Letter to Customers regarding WWTP & Rates**

AMS was contacted regarding a mailer. This will cost approximately \$18,000.00.

A. Roughly \$6,200.00 in postage

B. To print 3 pages, \$7,500.00

C. AMS would have to outsource

3. **Attending Borough Work Session**

Scheduled for September 4th at 5:30pm.

Rescheduled for October 2nd at 5:30pm, Theresa is on vacation.

Rescheduled for November 6th at 5:30pm- Waiting on response from Borough Manager.

Will send out WWTP Status report to:

A. Newtown Borough Manager

B. Newtown Township Manager

4. Email to Board regarding Borough Notifications on WWTP

5. Presentation to Borough & Township Board. How would the Board like us to proceed,

Option: When 30% design is approved, a sketch plan is prepared, we would have something to show. Project design & start the planning process with township.

6. **Mr. Patel**

Received a call from Jeff Garton on 9/9 from Begley Carlin. He is representing Mr. Patel and will be sending over correspondence regarding the 4.82 acres.

EXHIBIT "F"