

**LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY
BOARD MEETING MINUTES
November 19, 2008**

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Wednesday, November 19, 2008, at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania, 19055.

Call to Order

Mr. Armstrong, Chairman, called the meeting to order at 7:00 P.M., which was followed by the Pledge of Allegiance and a moment of silence.

Roll Call

Mr. Czyzyk, Secretary, took roll call as follows:

Board Member's Present: Edmund Armstrong
John Monahan
Susan DeRosier (arrived at 7:05 PM)
James Chase
Anthony Verduci
Edward Czyzyk

Also Present: Janet A. Keyser, Managing Director
Pat Koszarek, Finance Director
Vijay Rajput, Director of Operations
Gary Tosti, WWTP Plant Manager
Vince Capaldi, Superintendent, WTP
Mickey Perrone, Asst. Superintendent, WTP
Phil Smythe, Field Technician
Nancy Burnell, Supervisor, Meter Department
James A. Downey III, Esquire
Robert Serpenti, Consulting Engineer

Public Participation

At this time no one in the audience wished to address the Board.

Approval of Payment of the November 2008 Accounts Payable

Comments/Questions

Mr. Chase questioned the following invoice:

- The Kennedy Companies
Invoice 287026 – Leak prevention LD Davis Bldg WWTP 138
Amount: \$6,662.82

Mrs. Koszarek explained that the work was being done to drain off ground water. The actual work is being done in-house.

Mr. Chase added that at last month's meeting Mrs. Koszarek reported to date \$42,384 has been spent for renovations on the LD Davis Building. In this month's Accounts Payable there is \$20,388 listed for work/materials on the building which does not include the \$9,000 Dr. Rajput has requested to purchase a door. Mrs. Koszarek responded that in the Capital Projects \$100,000 was allotted for the renovations of the LD Davis Building. A portion of this money may have been already been encumbered.

Motion

Mr. Chase made a motion, seconded by Mr. Monahan, to approve the payment of the November 2008 Accounts Payable as presented.
Motion carried unanimously.

Approval of the October 15, 2008 Minutes as Presented to the Board of Directors

Motion

Mr. Chase made a motion, seconded by Mr. Monahan, to approve the Board meeting minutes for October 15, 2008 as presented to the Board of Directors.

Roll Call on the Motion

Mr. Armstrong	Aye
Mr. Verduci	Aye
Mr. Chase	Aye
Mrs. DeRosier	Aye
Mr. Monahan	Aye
Mr. Czyzyk	Abstain (Mr. Czyzyk was not present at the October meeting)

Motion carried 5 Aye votes – 1 Abstention

Pretreatment Variances

Mrs. Wallover reported on the following Pretreatment Variances:

Italian Peoples Bakery – 1140 Oxford Valley Road. Owner, Carmen Guagliardo Present.

Facility is planning to move into the shopping center behind their current location. They are requesting a variance from the installation of the exterior 1,000 gallon baffled grease trap and requesting to be permitted to use an internal grease trap.

Carmen Guagliardo, owner, stated that their landlord wants to move them from their present location to the strip center directly behind them. Mr. Guagliardo feels that due to the way his operation is run, it is not necessary to install the exterior 1,000 gallon baffled grease trap. They do not mix anything. They use fully formed, frozen bread, rolls, etc. Sheet paper is used when baking. The washing is for utensils, hands, equipment and floors. The pans are sent to their main facility for cleaning. At present they do not have any type of grease trap. Mr. Guagliardo is waiting for a call back from Mr. Welkie of the Department of Agriculture as to the size of the interior grease trap he will need.

After further discussion, the Board advised Mr. Guagliardo to return to the December meeting when he has more information to present to the Board. No action taken at this time.

Quzino's – 1289 E. Lincoln Highway, Levittown, PA. – Owners, Mr. & Mrs. Patel Present

Mr. & Mrs. Patel, the new owners of the Quzino's, located at 1289 E. Lincoln Highway, Levittown, PA are requesting a waiver for the installation of an exterior 1,000 gallon grease trap.

Mr. Armstrong asked Mrs. Wallover if this facility has had any problems in the past. Mrs. Wallover responded that this facility currently has a 50 lb. interior grease trap. The previous owner had one (1) failure, January, 2, 2008 for oil & grease.

Motion

Mr. Chase made a motion, seconded by Mr. Verduci, to grant the waiver for Quzino's, located at 1289 E. Lincoln Highway, Levittown, PA, to continue using the 50 lb. interior grease trap with the required quarterly testing being performed.
Motion carried unanimously.

Solicitor's Report – James A. Downey III, Esquire

Executive Session

At 7:17 P.M. Mr. Downey requested an executive session. The regular Board meeting reconvened at 7:45 P.M. Mr. Downey stated that during the executive session potential litigation, litigation and personnel matters were discussed.

Light Duty Policy

Mrs. DeRosier made a motion, seconded by Mr. Chase, to approve the Light Duty Policy as presented to the Board Directors, effective immediately.
Motion carried unanimously.

Managing Director's Report

Employee's Christmas Luncheon

Each year the Board Directors are asked to approve a Christmas luncheon for the employees. It is one way to thank the employees for a job well done. Mrs. Keyser asked for the Board's approval to disburse funds to each department for the employee's Christmas luncheon in the same amounts that were given last year.

Motion

Mr. Monahan made a motion, seconded by Mrs. DeRosier, authorizing the Managing Director to disburse the same amounts given last year to each department for the employee's Christmas luncheon.
Motion carried unanimously.

Finance Director

Current LBCJMA Account Balances

Mrs. Koszarek gave the following financial update.
Our Current balance is \$3,067,515.25. We have \$300,000 that was approved tonight, which brings us down to \$2,700,000 and the Penn Vest loan at \$700,094. The Authority's current unadjusted balance is \$2,756,021.

Director of Operation's Report

Dr. Rajput reported on the following items:

Contract No. WWTP-285: Furnish and Deliver Polymers for the Water and Wastewater Treatment Plants

The following bidders were invited to conduct the plant scale testing of their polymers for the thickening of the raw (undigested) sludge as well as for the dewatering of digested sludge and dewatering of the Water Treatment Plant sludge per the requirements of the contract specifications as follows:

- Polydyne, Inc.
- Pollu-Tech, Inc.
- George S. Coyne Chemical Co., Inc.

Polydyne, Inc., and Pollu-Tech, Inc., have completed the required performance testing and have submitted their reports. George Coyne Chemical Co. did not participate in the polymer performance trial considering their relatively high unit price. Based on review of the performance results, the following recommendations are being made:

Item No. 1-Emulsion Grade Polymer for Centrifuge Dewatering

It is recommended awarding Item No. 1 - liquid polymer for sludge dewatering to Polydyne, Inc., located at One Chemical Plant Road, Riceboro, GA 31323 as per the bid they submitted.

Item No. 2 - Dry Polymer for Sludge Thickening

It is recommended awarding Item No. 2 - dry polymer for sludge dewatering to Polydyne, Inc., located at One Chemical Plant Road, Riceboro, GA 31323 as per the bid they submitted.

Item No. 3 - Liquid Polymers for Flocculation of Biological Flocs

It is recommended awarding Item No. 3 - liquid polymers for flocculation of biological flocs to Polydyne, Inc., located at One Chemical Plant Road, Riceboro, GA 31323 as per the bid they submitted.

Item No. 4 - Dry Polymers for Filter Press Dewatering of WTP Sludge

It is recommended awarding Item No. 4 - dry polymers for filter press dewatering of WTP sludge to Polydyne, Inc., located at One Chemical Plant Road, Riceboro, GA 31323 as per the bid they submitted.

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk to award Item No. 1, Item No. 2, Item No. 3, and Item No. 4, to Polydyne, Inc., located at One Chemical Plant Road, Riceboro, GA 31323 as presented by the Director of Operations.
Motion carried unanimously.

Contract No. WWTP-287: Furnish and Deliver Rock Salt (Sodium Chloride) for the 2008-2009 Season - Bucks County Consortium Salt Bid.

The Authority has once again participated in the Bucks County Consortium's salt bid. There were four (4) participants that submitted bid proposals. Bids were opened on Wednesday, September 17, 2008. After review of all bid proposals it is recommended to award Contract No. WWTP-287: Furnish and Deliver Rock Salt (Sodium Chloride) for the 2008-2009 Season - Bucks County Consortium Salt Bid to **Cargill, Incorporated-Deicing Technology Business Unit, 24950 Country Club Blvd. Suite 450 North Olmsted, OH 44070 in the unit bid price of \$65.55 per ton delivered.**

Motion

Mr. Monahan made a motion, seconded by Mr. Chase, to award Contract No. WWTP-287: Furnish and Deliver Rock Salt (Sodium Chloride) for the 2008-2009 Season – Bucks County Consortium Salt Bid, to Cargill, Incorporated-Deicing Technology Business Unit 24950 Country Club Blvd., Suite 450 North Olmsted, OH, 44070, in the unit bid price of \$65.55 per ton delivered. Motion carried unanimously.

Contract No. WTP-271: Replacement of Well No. 5 at the Water Treatment Plant (Capital Project)

Dr. Rajput explained that two (2) motions will be needed for the above contract.

Item No. 1

The contractor has completed the development and construction of Well No. 5, including installation of the casing and screen. The work remaining includes the step-drawdown pumping test to determine the well yield, sampling and analysis well water, including the required sampling by PADEP. the installation of well removed from the existing well No. 5, and connection to the existing raw water discharge pipe and place the well in service. On November 12, 2008, Dr. Rajput met with the contractor to review and discuss the project progress, schedule and compliance with the contract completion time. It was pointed out to the contractor that they were required to significantly complete the project by September 9, 2008. Since they have made no request for an extension, they are in noncompliance with the contract completion requirements. The contractor has submitted the revised project completion schedule and is requesting a time extension on January 20, 2009 to complete the project. He has offered to waive additional cost/change order in the amount of \$6,500 for the step-drawdown test. It is Dr. Rajput's recommendation to grant the extension of the completion time to January 20, 2009 and accept the waiver offered by the contractor in the amount of \$6,500.

Motion

Mr. Chase made a motion, seconded by Mrs. DeRosier, to approve the recommendation of Dr. Rajput as presented in Item No. 1. Motion carried unanimously.

Item No. 2

During the cleaning of the existing pump's bowl assembly, it was discovered that the bowl is heavily corroded and has developed holes and is not usable and needs to be replaced. The contractor has submitted a change order in the amount of \$6,698. to replace the existing corroded bowl assembly. After review of the change order with the consulting project hydrologist, it is recommended approving the change order in the amount of \$6,698 for the replacement bowl assembly.

Motion

Mr. Monahan made a motion, seconded by Mr. Chase, to approve the recommendations of Dr. Rajput as presented in Item No. 2.
Motion carried unanimously.

Emergency Power Generator – Kenwood Pump Station

On October 30, 2008 the emergency generator for the Kenwood Pump Station failed while undergoing a normal exercise. A follow-up by Onan Engine Tech (Cummins Power Systems, LLC) on November 3, 2008 confirmed that there was a catastrophic failure internally. The existing generator is more than 30 years old and is beyond repair. Since the Authority cannot operate the pump station without power, there is the potential of a serious environmental consequence during any power outage. Dr. Rajput advised the Board that the Authority has been renting a generator at approximately \$3,500 per month. Dr. Rajput has received a quotation along with technical information for a new properly sized emergency generator from Cummins Power Systems, LLC. The total quoted price is \$52,000 for the new generator, model 200DSHAC, Diesel Genset-60HZ-200/180kW with a five (5) year warranty. Dr. Rajput has met with James Downey, III, Solicitor who concurred that this is an emergency situation excluding this project from public bidding.

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, to approve the recommendation made by Dr. Rajput as stated above.
Motion carried unanimously.

The remainder of Dr. Rajput's report is for informational purposes for the Board.

Supervisors Reports

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|---------------------------------|-----------------------------|
| • Vince Capaldi, Superintendent | Water Treatment Plant |
| • Gary Tosti, Plant Manager | Wastewater Treatment Plant |
| • Phil Smythe | Field Technician |
| • Nancy Burnell | Meter Department Supervisor |

New Business

Falls Township Paving Project

Mrs. Burnell, Meter Department Supervisor, informed the Board that Falls Township is in the process of repaving the streets. Right now they are in the Pinewood section. The company that has been contracted to do the work is raising the level of the yards which is causing problems with how low the meter pits are now. Mrs. Burnell has been in contact with Falls Township and also the contractor who is going to now raise the meter pits at their cost.

Old Business

Thank you Letter

Mrs. DeRosier stated that at last month's Board Meeting the Executive Session went on so long that most everyone had gone home, but she wanted to make mention of a thank you letter that the Authority received regarding Phil Smythe, Field Technician. The Lombardo Family of 1771 Bristol-Oxford Valley Road wanted to thank Mr. Smythe for all his help during their transition from well water to the public water system.

Depreciation

Mr. Verduci asked how the depreciation is formulated for each department. Mrs. Koszarek responded that there is a spreadsheet that lists everything the Authority owns and explained how it is depreciated. A percentage is taken from each item that is a major capital item.

Public Participation

There was no public participation.

Adjournment of Board Meeting

Mr. Czyzyk made a motion, seconded by Mr. Chase, to adjourn the Board meeting at 8:05 P.M.
Motion carried unanimously.

Respectfully Submitted by:

Edward Czyzyk, Secretary

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