

**LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY
BOARD MEETING MINUTES
May 28, 2009**

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, May 28, 2009, at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania, 19055.

Call to Order

Mr. Verduci, 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

Mrs. DeRosier, Secretary, took roll call as follows:

Board Member's Present: Edmund Armstrong
John Monahan
Susan DeRosier
James Chase
Anthony Verduci

Board Members Absent: Edward Czyzyk

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

Absent: Janet A. Keyser, Managing Director (due to surgery)

Public Participation

There was no public participation.

Approval of payment for the May 2009 Accounts Payable as presented to the Board of Directors.

Motion

Mr. Monahan made a motion, seconded by Mr. Chase, to approve the payment of the May 2009 Accounts Payable as presented to the Board of Directors.

Motion carried unanimously.

Approval of the April 23, 2009 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 April 23, 2009 as presented to the Board of Directors.

Motion carried unanimously.

Pretreatment Variances

No one for pretreatment was present.

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

Executive Session

At 7:06 P.M. Mr. Downey requested an executive session. The regular Board meeting reconvened at 8:26 P.M. Mr. Downey stated that during the executive session potential litigation, litigation and personnel matters were discussed. Mr. Downey is requesting that the Board make the following motion:

That the three (3) units of the United Auto Workers' submit the last best and final offer to their membership within one (1) week of this evenings meeting, Thursday May 28th, and if they fail to do so or if the vote rejects the last, best and final offer that the negotiations be declared at an impasse and submitted to the Commonwealth Department of Mediation.

Motion

Mr. Chase made a motion, seconded by Mrs. DeRosier, that the three (3) units of the United Auto Workers' submit the last best and final offer to their membership within one (1) week of this evenings meeting, Thursday May 28th, and if they fail to do so or if the vote rejects the last, best and final offer that the negotiations be declared at an impasse and submitted to the Commonwealth Department of Mediation.

Motion carried unanimously.

Director of Operation's Report

Dr. Rajput reported on the following items:

Contract WWTP-296: Furnish and Provide Services for Tree Trimming and Removal

Bids were received on May 21, 2009 for the above stated contract. Bid results are presented below.

Bidder	Bid Amount – Hourly Labor Rate (3 Employees & 1 Bucket Truck)	
	Normal Working Hours	Other than Normal working hours
Bustleton Services, Inc. 735 Birch Avenue Bensalem, PA 19020 Ph: 215-447-3140	\$150.00	\$150.00
Paul Johns Tree Service Levittown, PA Ph: 215-945-7063	\$156.00	\$234.00

As can be seen from the above bid results, there were two (2) bidders. Bustleton Services, Inc., located at 735 Birch Avenue, Bensalem, PA 19020 is the lowest bidder with a unit bid price of \$150.00. After review of all documents it is recommend awarding Contract WWTP-296 Furnish and Provide Services for Tree Trimming and Removal to Bustleton Services, Inc., for the unit bid price of \$150.00 per hour. The duration of this contract is one (1) year.

Motion

Mr. Chase made a motion, seconded by Mr. Armstrong, to award Contract WWTP-296 Furnish and Provide Services for Tree Trimming and Removal to Bustleton Services, Inc., for the unit bid price of \$150.00 per hour. Motion carried unanimously.

PENNVEST LOAN APPLICATION

As a part of the PENNVEST Loan Application, Dr. Rajput prepared and submitted all the required technical information, itemized cost estimate and project schedules to PADEP for the following projects:

Wastewater Projects

1. Rehabilitation of Kenwood Sewage Pump Station
2. Rehabilitation of Sewer Pipes using Cured-In-Place Piping – Phase 2
3. Purchase of Camera Truck for Sanitary Sewer Pipe Inspection

Drinking Water Project

4. Rehabilitation of Concrete Sedimentation Tanks
5. Replacement of Groundwater Well 3 and 4

Dr. Rajput stated that PENNVEST informed him there is money available under the green program and that our meter project should qualify under this program. Time is very limited. Everything needs to go out by Monday, June 1st.

Dr. Rajput wanted to thank Jennifer Smythe for her assistance in compiling the contract specification documents. Dr. Rajput would also like to thank Phil Smythe for his assistance in compiling information regarding the sewer lining project.

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

Finance Directors Report

Mrs. Koszarek reported as follows:

Revenue Account Balance :	\$2,716,673.79
Penn Vest Account Balance:	\$ 766,084.09

Thank you

Mrs. Koszarek wanted to thank Dr. Rajput, Nancy Burnell and Jennifer Smythe for all the work they did in compiling information for the PENNVEST Loan.

Mrs. Koszarek also wanted to thank the Administration staff for their diligent work during the transition to our new billing system. They have been doing double entries for several months and have done so with minimal overtime.

Mr. Verduci, on behalf of the Board Directors, thanked everyone for all the work they have done.

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Summer Hours

As in the past the Authority has offered to the Administration Personnel, as well as the clerical personnel at both plants to work summer hours. Summer hours are Monday thru Thursday whereby the personnel work nine (9) hour days and on Fridays they work a four (4) hour day. The Administration office would close at 12:00 P.M. on Fridays.

Motion

Mr. Chase made a motion, seconded by Mr. Monahan, to approve the summer hours work schedule as presented for the clerical employees and meter reading staff at the Administration office and both plants. Motion carried unanimously.

Penn Vest Loan

Mrs. Koszarek stated at last month's meeting the Board suggested that she contact the State Representatives that service our areas to see if they could assist us in any way. In the packets that were delivered to the Board Directors were copies of a letter and the names and addresses of all the representatives the letter was mailed to.

Real Estate Appraisal

Mr. Verduci inquired about the status of the real estate appraisal on the house/property located next to the Birch Valley Pump Station that was for sale.

Mr. Downey responded that he was of the understanding that it was either sold or under agreement of sale. Mr. Downey further stated that he made several phone calls to determine if this was true. Mr. Downey will look further into this.

Supervisors Reports

The Supervisor's Reports are for informational purposes for the Board.

- Vince Capaldi, Superintendent Water Treatment Plant
- Gary Tosti, Plant Manager Wastewater Treatment Plant
- Phil Smythe, Field Technician Wastewater Treatment Plant

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Supervisors Report - Water Filtration Plant

Mr. Chase asked Mr. Capaldi about the block heater in the Generators portion of his report. Mr. Capaldi explained that Cummins was out to inspect the block heater. No paperwork was left. Mr. Capaldi stated that he finally received a fax of the paperwork which indicated that the block heater needed to be replaced. Mr. Capaldi contacted Cummins to find out how the block generator could need replacing when it is still under warranty. Mr. Capaldi requested that a serviceman come back at no charge to the Authority and explain what is wrong with the block heater and why it would need to be replaced. It was explained to Mr. Capaldi that the serviceman who was originally there forgot to write up a report and may have been confused when he finally did write it up. Mr. Capaldi stated that the block heater did not need to be replaced and he felt that it was important to have this documented in his report.

Old Business

Mrs. DeRosier asked if anything has been done regarding raising the meter at My Brothers Pub on Haines Road. Mr. Chase replied that the owner was going to wait for warmer weather to make the repairs.

New Business

There was no new business brought before the Board at this time.

Public Participation

There was no public participation.

Adjournment of Board Meeting

Mr. Chase made a motion, seconded by Mr. Monahan, to adjourn the Board meeting at 8:50 P.M.
 Motion carried unanimously.

Respectfully Submitted by:

Susan DeRosier, Secretary

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