

**LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY
BOARD MEETING MINUTES
October 22, 2009**

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, October 22, 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 for the passing of Ed Armstrong's father.

Roll Call

Mr. Czyzyk, Vice Chairman, took roll call as follows:

Board Member's Present: Edmund Armstrong
John Monahan
Susan DeRosier (will be arriving late)
James Chase
Anthony Verduci
Edward Czyzyk

Also Present: Janet A. Keyser, Managing Director
Pat Koszarek, Finance Director
Vijay Rajput, Director of Operations
Gary Tosti, Plant Manager
Vince Capaldi, Superintendent, WTP
James A. Downey III, Esquire
Robert Serpente, Consulting Engineer

Public Participation

There was no public participation.

Approval of Payment for the October 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 October 2009 Accounts Payable as presented to the Board of Directors.
Motion carried unanimously.

Approval of the September 24, 2009 Minutes as Presented to the Board of Directors

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, to approve the Board meeting minutes for September 24, 2009 as revised.
Motion carried unanimously.

Approval of the Revised June 25, 2009 Minutes as Presented to the Board of Directors

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, to approve the Board meeting minutes for June 25, 2009 as revised.
Motion carried unanimously.

Pretreatment Variances

VSEC – Veterinary Specialty & Emergency Center – 311 New Rodgers Road, Levittown.

Dr. Robert Orsher is requesting a variance to install floor drains. The drawings Dr. Orsher submitted show floor drains in the laundry room, dog & cat walking areas, dog room, cat room, ward room, mechanical room and sprinkler room. The Resolution does not allow floor drains except in restroom(s).

Motion

Mr. Armstrong made a motion, seconded by Mr. Chase, granting permission to Dr. Orsher to install the requested floor drains for his facility (VSEC), Veterinary Specialty & Emergency Center, located at 311 New Rodgers Road, Levittown.
Motion carried unanimously.

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

Executive Session

At 7:05 P.M. Mr. Downey requested an executive session. The regular Board meeting reconvened at 7:50 P.M. Mr. Downey stated that during the executive session personnel matters were discussed.

Motion

Mr. Chase made a motion, seconded by Mr. Monahan, to increase the Managing Director's pay 3% retroactive to June 1, 2009.

Questions/Comments

Mrs. Keyser informed the Board that her contract states an annual minimum increase of 4%. Mrs. Keyser presented the Board with a copy of her contract for their review.

Mr. Chase stated that the Board agreed to address all upper Management's salaries the beginning of January, 2010. Mrs. Keyser then asked that Mr. Chase read aloud the portion of her contract regarding salary increase.

Section B: Salary and Benefits

There shall be an annual salary review and salary increase effective June 1st of each year of this agreement, of a minimum of 4% per year during the term of this agreement providing however said adjustments shall not reduce the annual salary below the level of which it had been previously set, from time to time. Any adjustment if made shall be in the form of a motion by the Board of Directors.

Executive Session

At 7:55 P.M. Mr. Armstrong requested a second executive session. The regular Board meeting reconvened at 8:02 P.M. Mr. Verduci stated that there is a motion and a second regarding the issue of the Managing Director's salary increase as stated above.

Roll Call on the Motion

Mr. Czyzyk	Aye
Mr. Verduci	Aye
Mr. Armstrong	Aye
Mr. Chase	Aye
Mr. Monahan	Aye
Mrs. DeRosier	Aye

Motion carried unanimously

Questions/Comments

Mrs. Magro asked for clarification on the motion. Mr. Verduci stated that the original motion to increase the Managing Director's salary to 3%, retroactive to June 1, 2009, stands as stated.

Managing Director's Report

Mrs. Keyser stated that her report is for informational purposes.

Finance Directors Report

Mrs. Koszarek reported as follows:

- Revenue Account Balance : \$4,687,423
- Penn Vest Account Balance: \$ 742,318

Director of Operation's Report

Dr. Rajput reported on the following items:

Contract WTP 284 Furnish and Supply Fire Hydrants, Valves and Ductile Iron Pipe

Bid proposals were received on October 15, 2009 for the purchase of fire hydrants and valves for a period of one (1) year. A Tabulation of the Bid results has been attached and made part of the minutes. For comparison purposes, the attached Table shows last year's unit bid prices and changes. Based on review of the bid proposals the following recommendations are being made.

1. Items 1 through 17, Items 19 through 25, Items 40 through 55 with the exception of Item 46, which has been omitted, Items 60, 61 and 74, and Items 81 through 85 to the lowest bidder, Kennedy Culvert, 181 Horsham Road, Horsham, PA.

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, to award Items 1 through 17, Items 19 through 25, Items 40 through 55 with the exception of Item 46, which has been omitted, Items 60, 61 and 74, and Items 81 through 85 to the lowest bidder, Kennedy Culvert, 181 Horsham Road, Horsham, PA. Motion carried unanimously.

1. Item 18, Items 26 through 39, Items 56 through 59, Items 62 through 73, and Items 75 through 80 to Hajoca Corporation P.O. Box 109, Lansdale, PA.

Motion

Mr. Chase made a motion, seconded by Mr. Monahan, to award Item 18, Items 26 through 39, Items 56 through 59, Items 62 through 73, and Items 75 through 80 to Hajoca Corporation P.O. Box 109, Lansdale, PA. Motion carried unanimously.

Contract WTP-286 Sludge Cake Loading Area Modifications

Bid proposals were invited on October 15, 2009, for this contract. There were five (5) potential bidders/contractors who attended the mandatory pre-bid meeting. However, no bids were received. Dr. Rajput requested that the Board approval the rebidding of Contract WTP-286 Sludge Cake Loading Area Modifications.

Motion

Mr. Chase made a motion, seconded by Mrs. DeRosier, to rebid contract WTP-286, Sludge Cake Loading Area Modifications.
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, WTP | Report Submitted |
| • Gary Tosti, Plant Manager , WWTP | No Report Submitted |
| • Phil Smythe, Field Technician, WWTP | No Report Submitted |
| • Nancy Burnell, Meter Dept Supervisor, Admin | No Report Submitted |

Old Business

Mrs. DeRosier stated that at last month’s meeting, Mrs. Burnell reported on the progress at My Brothers Pub located at 1542 Haines Road. In her report she stated that the meter pit has been lowered. The meter was then tested to insure accuracy. On the low flows the water measured less than actually used. Mrs. Burnell contacted Mr. Sannelli with the above results, however, Mr. Sanelli did not agree, but felt there was nothing else that could be done.

Mrs. DeRosier stated she was not sure what Mr. Sannelli was questioning. Mr. Armstrong stated that when a customer calls disputing their bill, they insist on a new meter. When the meter is replaced, their water bill goes up because the new meter is measuring more accurately. On the old meters, with deposits, etc, tend to slow down the metering, therefore they do not register the correct water flow.

Dale Frazier - Levittown GOAL

Mr. Armstrong stated that last month Dale Frazier from Levittown GOAL attended our meeting with a power point presentation. There were several clean-ups scheduled one being on/near the Authority's property in Birch Valley. Due to a snafu, they ended up not going on our property, however, they were able to clean up around the property and the surrounding area. Just from that area alone they collected almost a 40 cubic yard dumpster of debris and approximately five (5) or six (6) yards of recyclables. A resident of Birch Valley commented that for the first time they are able to tell which way the water flows in the creek.

Mrs. Keyser informed the Board that she sent a letter on behalf of the Board to Mr. Frazier, supporting the efforts of Levittown GOAL.

New Business

**2010 Minimum Municipal Obligation - Plan #09-469-6N1 & #09-469-6N2
PMRS Pension**

Mrs. Koszarek stated that the Authority's MMO's (Minimum Municipal Obligation), which is the pension plan for the plants, clerical department and the supervisors, was sent to the Board in their packets. This is required each year. Mrs. Koszarek asked the Board for a motion to approve the 2010 Minimum Municipal Obligation (MMO) as presented.

Motion

Mr. Armstrong made a motion, seconded by Mr. Czyzyk, to approve the payment of the 2010 Minimum Municipal Obligation (MMO) as submitted by Mrs. Koszarek, Finance Director.
Motion carried unanimously.

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 8:24 P.M.
Motion carried unanimously.

Respectfully Submitted by:

Susan DeRosier, Secretary

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