

**LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY  
BOARD MEETING MINUTES**

**June 23, 2011**

**Revised**

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, June 23, 2011, at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

**Call to Order**

Mrs. Keyser, Chairperson, 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 Helen Christie (Janet Keyser's mother) whom previously served as a Board Director for the Authority.

**Roll Call**

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

Board Members Present: Janet Keyser  
Susan DeRosier  
James Chase  
John Monahan  
Edmund Armstrong  
Edward Czyzyk

Also Present: Vijay Rajput, Managing Director  
Pat Koszarek, Finance Director  
Nancy Burnell, Supervisor, Meter Department  
Gary Tosti, Plant Manager  
James A. Downey III, Esquire

Absent: Vince Capaldi, Superintendent, WTP  
Phil Smythe, Field Technician  
Susan Wallover, Pretreatment  
Robert Serpente, Consulting Engineer

**Public Participation**

Mr. Gallus Obert spoke and stated that he was present at tonight's meeting and representing a number of residents in the Kenwood section of Levittown to address the Board. Mr. Ober stated that he came before the Board to voice concerns regarding the noise noise level and occasional odor at the Kenwood Pump Station.

Mr. Armstrong informed Mr. Obert that Phil Smythe, the Authority's Field Technician, is in the process of looking into a pole barn type structure to place over the scrubber that will alleviate the noise. Mr. Monahan added that he has spoken to several residents in the area and their concerns were the odor, which he brought to Dr. Rajput's attention. Dr. Rajput replied that sometimes the odor that you smell could be attributed to people dumping grass clippings, etc. in the creek nearby which has been a big problem for many years. Dr. Rajput stated that he is also going to have the equipment calibrated to ensure that it is working properly, as well as looking into several other options. Mr. Obert was advised should he have any questions or concerns in the future that he may contact Dr. Rajput at the Authority's Administrative office.

#### **Retirement – Michael Perrone**

Mrs. Keyser announced that Michael Perrone has recently retired from the Authority after working for the Authority for 42 years. Mickey (Michael) began his employment with the Authority at a job entry level position, worked very hard and work his way up to the position of Assistant Superintendent of the Water Filtration Plant. Mrs. Keyser also stated that Mickey was "second generation" as his father also worked and retired from the Authority and how nice it was to have both Mickey and Dad working for the Authority and what a great job both of them did. Mrs. Keyser stated that he will be missed greatly by all. At this time Mrs. Keyser presented Mr. Perrone with a retirement gift. Mr. Perrone thanked everyone and said he enjoyed working with everyone and appreciated the experience and opportunity to climb that ladder and he is going to miss everyone.

#### **Approval and Payment of the June 2011 Accounts Payable as Presented to the Board of Directors**

#### **Motion**

Mr. Chase made a motion, seconded by Mr. Monahan, to approve the payment of the June 2011 accounts payable as Presented to the Board of Directors.

#### **Questions/Comments**

Mrs. Keyser stated at last month's meeting Mr. Chase questioned the purchase of roofing materials for the Kenwood Pump Station and asked for a response. Dr. Rajput replied that molding and other supplies were purchased for the outside of the Kenwood Pump Station, as well as adding outside dormers that needed to be installed.

**Motion - Roll Call**

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

Motion carried unanimously.

**Approval of the May 26, 2011 Board Meeting Minutes as Presented to the Board of Directors.**

Mr. Chase made a motion, seconded by Mrs. DeRosier, to approve the May 26, 2011 Board Meeting Minutes as presented to the Board of Directors.

**Questions/Comments**

Mrs. Keyser asked that the minutes be modified to reflect that at last month's Board meeting Mr. Chase was appointed to participate as Board Director in the upcoming employee's union negotiations.  
Motion carried unanimously.

**Approval of the 2010 Audit/Finance Statement – Peter Place, CPA, Lopez, Teodosio & Larkin**

Peter Place, Auditor for the Authority, presented the 2010 Financial Audit to the Authority. The Board will review the Audit and vote on it at the September 22, 2011 Board meeting.

**Pretreatment Variances**

**Magic Touch Car Wash of Fallsington – 1001 Trenton Road, Fairless Hills Permit 009-2011, 1/1/2011 – 12/31/2011. Neil Patel, Owner Present**

Pete Grzesnikowski, owner of Magic Touch Car Wash located at 950 Trenton Road, and Neil Patel, owner of Magic Touch Carwash 1001 Trenton Road, were both present to address the Board regarding the annual sampling they are presently required to perform. After discussion the following motion was made.

**Motion**

Mr. Chase made a motion, seconded by Mr. Czyzyk, to leave the amount of sampling tests to be performed to the discretion of the Managing Director. Motion carried unanimously.

**Wendy's Hamburgers – 1151 Oxford Valley Road, Levittown. Permit F017-2010 7/27/2010 – 7/26/2011. Isabella Harrison, District Manager Present**

This facility was issued a Show Cause Order to appear before the Board at the June 23, 2011 meeting. The facility was issued the following:

- Issued an NOV on February 28, 2011 - exceeded oil & grease discharge limit.
- Resample on March 23, 2011 - exceeded oil & grease discharge limit.
- Issued an NOV on May 12, 2011 and required to resample within 30 days and to clean grease trap within 10 days.

To date this facility has not performed a resample or submitted a grease trap manifest. Board direction is needed.

After discussion the following motion was made.

**Motion**

Mr. Chase made a motion, seconded by Mr. Monahan, to have Dr. Rajput and/or Susan Wallover work with Ms. Harrison, District Manager of Wendy's, on any testing as well as anything else that needs to be done in order to bring this business into compliance.

Motion carried unanimously.

**Managing Director's Report**

Dr. Rajput reported on the following items:

**Contract WWTP 316: Purchase of One (1) Heavy Duty Dump Truck with Stainless Steel Dump Body – Under Co-Star Contract (Capital Improvement Project - \$125,000.00)**

This is to replace the existing 1996 Ford Dump Truck (\$15). We have spent approximately \$30,000 on repairs during the last five (5) years.

We have received a quotation from Bucks County International, Inc., for the Base Chassis under Co-Star's Contract and from Triad Truck Equipment, Inc., for a stainless steel body with a heated bed. The cost of the Chassis is \$97,203 and the cost of the Stainless Steel body is \$25,685. The total quoted price is \$122,888. It is recommended awarding this contract under Co-Star's to Bucks County International, Inc. for the complete dump truck with the amount not to exceed \$125,000.

**Questions/Comments**

Mr. Armstrong asked if the Authority could start looking at the possibility of using CNG (Compressed Natural Gas) vehicles. Mr. Armstrong will address the Board with regards to CNG vehicles later in the meeting.

**Motion**

Mr. Chase made a motion, seconded by Mr. Czyzyk, to proceed with the purchase of a Heavy Duty Dump Truck with Stainless Steel Dump Body as described above under Co-Star Contract with the amount not to exceed \$125,000.

**Roll Call**

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

Motion carried unanimously.

**Potential Grant Meeting**

Dr. Rajput received a call from Congressman Fitzpatrick's office regarding the potential for grant money under the Army Corp. becoming available. Ms. Mulholland of the Congressman's office will schedule a meeting with the Army Corp. to investigate this further.

**Contract WWTP 279: Installation of Cured In-Place Sanitary Sewer Lining in Various Sections along Millcreek Road under ITI Costar Contract No. 016017**

Approval letters have been received from the Bucks County Conservation District allowing the Authority to proceed with this project. We are in the process of trying to locate a manhole on a 30 inch interceptor which the contractor is planning to use for bypass. At this time the manhole is buried or paved over. If the manhole is located in Oxford Valley Road the bypass will need to be relocated. If this happens it would result in approximately \$7,000 of additional costs.

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Chase, granting permission to Dr. Rajput to install another manhole, if required, with the cost not to exceed \$10,000.

**Roll Call on the Motion**

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

Motion carried unanimously.

**PMAA – Delegation**

Dr. Rajput reported that every year the PMAA asks that each Municipality to elect a delegate for representation. Mrs. Keyser asked Mr. Czyzyk if he planned on attending since he has the past several years. Mr. Czyzyk responded yes. Mrs. Keyser asked all Board Directors if they had any interest in attending the PMAA Conference with Mr. Monahan stating that he may attend. Mrs. Keyser suggested that Mr. Czyzyk be elected as the Authority's delegate since he is the only Board Director definitely attending the conference at this time.

**Motion**

Mr. Chase made a motion, seconded by Mr. Armstrong, appointing Mr. Czyzyk to represent the Authority as a PMAA delegate.  
Motion carried unanimously.

**July/August, 2011 Board Meetings**

**Motion**

Mr. Chase made a motion, seconded by Mr. Armstrong, to suspend the July and August, 2011 Board meetings. The Board gave authorization that the accounts payable for the months of July and August be paid and be placed on the September 2011 Board meeting Agenda for ratification of approval of payment.  
Motion carried unanimously.

**Settling Basins Water & Wastewater**

Dr. Rajput is planning on making some improvements/repair to the settling basins at both the Water Filtration and Wastewater Plants.

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

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

**Executive Session**

At 8:30 P.M. Mr. Downey requested an executive session. The regular Board meeting reconvened at 9:40 P.M. Mr. Downey stated during the executive session potential litigation and personnel matters were discussed. The following motion was made.

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Chase, to accept Gary Tosti's desire to retire effective immediately.  
Motion carried unanimously.

**Finance Director's Report**

Ms. Koszarek reported on the following:

**Unadjusted Balances**

Unadjusted Balance as of May 17, 2011	\$10,801,768
Payment of Accounts Payable	189,537
Outstanding Balances for the ongoing Projects	1,992,000
Approval for New Projects	1,610,000
Approximate Cash Balance	\$ 7,010,230

**Old Business**

**Administration Office**

Mrs. Keyser stated that she would like to see the Administration Office grounds cleaned up immediately. The trees, bushes, etc. need trimming. The gardens need to be landscaped, mulched and cleaned. The building looks awful. Mrs. Keyser directed Dr. Rajput to contact the Authority's previous landscaper this week to schedule the work to be done ASAP. After further discussion Dr. Rajput assured the Board that this will be taken care of immediately.

**Sewer Blocks**

Mrs. Keyser stated that for years the Authority has had the same company performing the clean-up work after a sewer block occurs in a customer's home. She also stated that the Authority should put this work out for bid. Dr. Rajput stated that he will work on this.

**Computer Equipment**

Mrs. Keyser asked if we still had old computer equipment stored in the building. Ms. Koszarek replied that we do and that Nancy and Dennis Burnell have removed all information on the hard drives. We now need direction on how the Board would like them to be disposed of. Mr. Chase and Mr. Monahan both stated that they will investigate how the computers and equipment can be disposed and will report their findings to Dr. Rajput.

### **CNG (Compressed Natural Gas)**

Mr. Armstrong stated that the Board has previously discussed CNG vehicles and fueling stations. Bensalem Township has switched over to all CNG vehicles and they originally ordered two (2) fueling stations. One (1) is in use and the other has been stored at Philadelphia International Airport for many years. He further stated that the Authority can lease the fueling station that has been stored at the airport from Bensalem for \$1.00 for 50 years. It would cost the Authority approximately \$20,000 to have it thoroughly tuned-up as it has been sitting in storage for years. It may cost another \$5,000 to have it installed; however, we could then be a fueling station for anyone who needs/wants to fuel up at our station. We are not able to make a profit on this so the Authority could set the price of the gas to anyone who may purchase it from us based on the cost of the Authority switching its vehicles over to CNG, the installation cost of the fueling station and other miscellaneous costs. Mr. Armstrong will provide these figures to Ms. Koszarek so she will be able to calculate a fair price and report it to the Board. Mr. Armstrong will have more information to present to the Board on all of the costs involved at the September Board meeting.

### **New Business**

#### **Philadelphia Stand Down**

Mr. Armstrong stated that last year Philadelphia Stand Down for homeless veterans was held at Five Points. They are again going to hold it at the Five Points location and Mr. Armstrong was asked to approach the Board to allow them to use one of the Authority's fire hydrants. The Board approved the use of the fire hydrant with Dr. Rajput making the decision on what fire hydrant can be utilized so that resident's homes are not affected.

#### **Marcellus Shale**

Mr. Armstrong stated that the Board is aware of the Marcellus Shale situation through the moratorium which is about to end with the Delaware River Basin Commission. If this is passed without stringent regulations we could find ourselves with some contamination problems in the Delaware River. Mr. Armstrong stated that he feels we need to be cautious and it would behoove the Authority to ask the DRBC to extend a moratorium as more science is learned about this.

Mrs. DeRosier stated that she agrees with Mr. Armstrong's statements and that she has been keeping up on all of the information regarding this for the past year. Mr. Armstrong suggested that Dr. Rajput develop a letter from the Authority to the DRBC stating the Authority's concerns. Dr. Rajput stated that he would follow through with the letter.

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Chase, directing Dr. Rajput to proceed with writing a letter to the DRBC (Delaware River Basin Commission) requesting them to extend a moratorium as more science is learned about Marcellus shale as well as stating the Authority's concerns.  
Motion carried unanimously.

**Assistant Superintendent at the Water Filtration Plant**

**Motion**

Mr. Chase made a motion, seconded by Mrs. DeRosier, to fill the position of Assistant Superintendent at the Water Filtration Plant with Fred Walcott at the salary that was discussed with Dr. Rajput during the executive session. The effective date will be July 11, 2011.

Motion carried  
5 Aye Votes – 1 Abstention (JK)

Mr. Chase stated that Fred Walcott has been a fantastic employee for the 20+ years he has been with the Authority. He is a good person on top of that and he feels that Mr. Walcott will continue doing an excellent job at the Authority.

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**Public Participation**

There was no public participation at this time.

**Adjournment of Board Meeting**

Mr. Chase made a motion, seconded by Mr. Armstrong, to adjourn the Board meeting at 9:50 P.M.  
Motion carried unanimously.

Respectfully submitted by:

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Susan DeRosier  
Board Secretary

SDR/dm