

Lower Bucks County Joint Municipal Authority

BOARD MEETING MINUTES ~ May, 23 2013

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, May 23, 2013 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 7:16 P.M., which was followed by the Pledge of Allegiance and a moment of silence. Mrs. Keyser asked all to remember employee Deborah Barnes who is on disability due to a serious illness as well as all of our soldiers.

Roll Call

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

Board Members Present: Janet Keyser
James Chase
Susan DeRosier
Joseph Glasson
Edward Czyzyk

Board Members Absent: Sandra Della-Croce

Also Present: Vijay Rajput, Ph.D., PE, Managing Director
Pat Koszarek, Finance Director
James A. Downey III, Esquire
Vince Capaldi, Superintendent, WTP
Phil Smythe, Field Technician
Bill Keyser, Electrician
Fred Walcott, Assistant Superintendent, WTP
Mike Andrews, Engineering Intern

Public Participation

There was no public participation at this time.

Approval and Payment of the May 2013 Accounts Payable as Presented to the Board of Directors

Questions/Comments

Mrs. DeRosier questioned the following invoice:

Cannon Financial Services, Inc.
Invoice #12666656
Amount: \$115.00
Copier Lease Contract 4/13

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DeLang Landen Financial Services
Invoice #17402299
Amount: \$147.00
Collection
Copier Lease Contract 3/13

One contract is for the Wastewater Treatment Plant, they negotiate on their own and the Administration and Water Treatment Plants negotiate together on the copier.

Mrs. DeRosier requested that the Authority look in to having one 91) lease for all three (3) locations for the copiers. Ms. Koszarek replied that when the lease(s) are up she will look into it.

Mrs. Keyser questioned the following invoice:

Scrappy's Auto Service
Invoice # 85561
\$5,361.55
Paint S22 Flush Truck Exterior – Labor & materials

Mrs. Keyser questioned why so much money was spent on this truck when the Authority has three (3) Flush Trucks. Dr. Rajput replied that it well worth it. Dr. Rajput feels that the Authority could get possibly 10 more years out of this truck. Mrs. Keyser stated since the truck is older with a lot of mileage that no more big money be put into it.

Motion

Mrs. DeRosier made a motion, seconded by Mr. Czyzyk, to approve the May 2013 Accounts Payable as presented to the Board of Directors.

Roll Call

Mrs. Keyser	Aye
Mrs. DeRosier	Aye
Mr. Chase	Aye
Mr. Glasson	Aye
Mr. Czyzyk	Aye

Motion carried unanimously.

Approval of the April 25, 2013 Board Meeting Minutes as Presented to the Board of Directors

Motion

Mr. Chase made a motion, seconded by Mr. Glasson, to approve the April 25, 2013 Board Meeting Minutes as presented to the Board Directors
Motion carried unanimously.

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Pretreatment Variances

There were no Pretreatment issues brought before the Board at this time.

Audit Presentation by Peter Place - Lopez, Teodosio & Larkin
2012 Annual Audit Report

Motion

Mr. Czyzyk made a motion, seconded by Mr. Chase, to accept the Auditor's Report, Financial Statements and Supplemental Information for the 2012 reporting year.
Motion carried unanimously.

Managing Director's Report

Sale of 1987 Camera Truck

Bid proposals were received for the sale of the 1987 GMC Camera Truck (S6). It is recommended selling this vehicle to the highest bidder, Wagner's Auto Service in the amount of \$330.00

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, to sell the 1987 GMC Camera Truck (S6) to the highest bidder, Wagner's Auto Service in the amount of \$330.00.

Roll Call

Mrs. Keyser	Aye
Mrs. DeRosier	Aye
Mr. Chase	Aye
Mr. Glasson	Aye
Mr. Czyzyk	Aye

Motion carried unanimously.

Maintenance of Pumps and Motors for Five Points and Highland Park Potable Water Pump Stations

Dr. Rajput reported that Vince Capaldi, Superintendent at the Water Filtration Plant obtained quotes for the required maintenance of the existing pumps and motors located at Five Points and Highland Park Pump Stations. A.C. Schultes submitted a quotation in the amount of \$28,024.00 for both pump stations.

Mr. Downey advised the Authority that since these bids are for maintenance, repairs or replacement and do not provide or constitute a new addition, extension or enlargement of the existing facilities or equipment, they are exempt from the bidding requirements of the laws of the Commonwealth.
No Motion Needed.

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Proposed Settlement Bristol Township for the Water System Sale

Dr. Rajput requested that Mr. Downey update the Board pertaining to the proposed settlement with Bristol Township for the Water System sale.

Mr. Downey stated that talks have gone on for some time between Bristol Township and the Lower Bucks Authority regarding the Keystone Industrial Park. Years ago there was a lawsuit between Bristol Township and Lower Bucks Authority. Bristol Township services the Keystone Industrial Park. A few years ago there was a lawsuit between Bristol Township and Lower Bucks Authority. Bristol Township put their water system out for bid, however Aqua would not complete the sale until an agreement had been made between the Township of Bristol and Lower Bucks Authority. After lengthy discussions the Lower Bucks Authority has agreed to settle for its interest in this sale for the sum of \$75,000 which will be paid from the proceeds of the sale by Aqua at the time of settlement. A settlement agreement and release was drafted and both Aqua and Lower Bucks Authority are in agreement with it. Mr. Downey displayed an exhibit which refers to shaded areas that are being purchased by Aqua. The lawyers representing Aqua after examining the agreement and release are requesting that the words "Shaded area" be changed to "Hatched" Mr. Downey gave the following explanation is an artistic technique used to create tonal or shading effects by drawing. Aqua is also requesting a line drawn around the area.

Bristol Township is agreeable to a \$75,000 payment from the settlement proceeds to resolve the outstanding franchise issue. Mr. Downey, Solicitor for the Authority, forwarded a copy of the resolution and release agreement to Mr. Sacco, Solicitor for Bristol Township.

Mr. Downey drafted a formal Resolution which acknowledges the settlement agreement. The Board has fully participated in this and has been aware of it for over a year and with Mr. Glasson intervention things started to progress quickly. The Resolution not only acknowledges the settlement agreement and release, it also authorizes Dr. Rajput to sign the documents including any revision of the settlement agreement and to be present at the settlement to sign any necessary paperwork.

A vote will be needed to accept the settlement as proposed and to sign the resolution to acknowledge that the Board is settling this and that it is a release and to authorize the Managing Director to sign any and all documents to complete the transaction.

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, to accept the settlement as proposed and to sign the resolution to acknowledge that the Board is settling this and that it is a release and to authorize the Managing Director to sign any and all documents to complete the transaction.

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Roll Call

Mrs. Keyser Aye
Mrs. DeRosier Aye
Mr. Chase Aye
Mr. Czyzyk Aye
Mr. Glasson Abstain (Mr. Glasson is a member of Bristol Township Council)
Motion carried 4 Aye votes – 1 Abstention

Engineering Intern

Dr. Rajput stated that Michael Andrews has been with the Authority in the capacity of Engineering Intern for two (2) years and has done an excellent job. Mike has shown an interest in remaining with the Authority. Mike is a Civil Engineer will be receiving his degree from Drexel in June 2013. Dr. Rajput requested a motion from the Board to hire Mike Andrews as a full time employee at an annual salary of \$55,000. This would be a non-union position, with all benefits equal to the Supervisory/Technical unit.

Motion

Mr. Chase made a motion, seconded by Mrs. DeRosier, to hire Michael Andrews as a full time Engineering Assistant at an annual salary of \$55,000. This would be a non-union position, with all benefits equal to the Supervisory/Technical unit.

Amendment to the Motion

The motion is to include Mr. Andrew's effective date of full time employment as Monday, June 17, 2013.

Roll Call

Mrs. Keyser Aye
Mrs. DeRosier Aye
Mr. Chase Aye
Mr. Glasson Aye
Mr. Czyzyk Aye
Motion carried unanimously.

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

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

Mr. Downey reported that the Executive Session was held from 5:30 P.M. to approximately 7:05 P.M. Personnel and litigation matters were discussed.

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Finance Director's Report

Ms. Koszarek reported on the following:

Unadjusted Balances

Beginning Balance (as of 05/23/2013)	13,571,149.01
Accounts Payable	227,729.77
Unadjusted Balance	13,343,419.24
Less Committed Funds	4,270,711.74
Balance	9,072,647.50

Old Business

There was no old business brought before the Board.

New Business

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, authorizing Dr. Rajput to post two (2) utility positions; one at the Water Treatment Plant and one at the Wastewater Treatment Plant. Once that has been completed, Dr. Rajput can then advertise as necessary. Motion carried.

Utility Vehicle for Electrician

Mrs. Keyser brought up for discussion the purchase of a new truck for the Authority's Electrician. Bill Keyser, Electrician for the Authority, explained the poor condition and age that the existing truck is in and stated that it is no longer an everyday truck. The truck can still be used when the boom is required other than that it will be stored at the WWTP. All Board Directors were in agreement to purchase a new vehicle for the Electrician. Dr. Rajput was directed to work with the Electrician in the ordering and purchasing of the required vehicle.

Public Participation

There was no one from the public that wished to speak to the Board.

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Adjournment

Mr. Chase made a motion, seconded by Mr. Czyzyk, to adjourn the Board meeting at 8:33 P.M.

Respectfully submitted by:


Susan DeRosier
Board Secretary

SDR/dm
Dpm0024.dss