

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ July 24, 2014

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on July 24, 2014 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

Executive Session

An Executive Session was held from 6:00 P.M. to 7:00 P.M. Mr. Downey will report on this during his report.

Call to Order

Mr. Chase, Chairman, called the meeting to order at 7:30 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 Members Present: James Chase
Janet Keyser
Susan DeRosier
Joseph Glasson
Sandra Della-Croce
Rich Altmiller

Also Present: Vijay Rajput, Ph.D., PE, Managing Director
James A. Downey, III, Solicitor
Nancy Burnell, Supervisor, Meter Dept.
Vince Capaldi, Superintendent, WFP
Fred Walcott, Asst. Plant Superintendent WFP
Phil Smythe, Field Technician
Susan Wallover, Pretreatment Coordinator
Michael Andrews, Engineering Assistant
Robert Serpente, Consulting Engineer

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Public Participation

At this time Mr. John McNeil of 20 Sunflower Road addressed the Board. Mr. McNeil explained that he received a letter from Begley, Carlin & Mandio regarding an easement issue. Mr. McNeil contacted Mr. Downey and Mr. Downey suggested that since Mr. McNeil has questions that he should attend this month's Board Meeting. Mr. McNeil indicated that in the letter it states that during an ordinary records search it was discovered that there was no easement installed between his house & his neighbors. Mr. McNeil's first question is after 60 years why does he need it, Mr. Chase replied that the Authority needs it. Mr. McNeil asked why and Mr. Chase deferred this to Mr. Downey who replied that Levitt put in sewer lines behind the homes when he built the project. The diagram that was sent to you and your neighbor shows that up the side of both of your lots there is what is known as a 10 ft wide sanitary sewer easement. As we discussed on the phone this is not an ownership of land, it just permits an entity to have access to a certain area. There is across the back of you and your neighbor's lot a sanitary sewer line. Both you and Mr. Devers are most curious as to whether the Authority at some point be digging up your back yard; the answer is no. It appears that these 2 lots 12 and 20 Sunflower Roads are the only ones in all of Levittown where Levitt forgot to diagram the sanitary sewer easement. Mr. Downey further stated that all that has been asked of him by the Board Directors is to obtain both you and Mr. Dever's agreement to record an easement across the back of your lots. There will be no digging as the sewer line is already in place. The way it sits now, technically the Authority in the event of an emergency such as a collapsed line; a clog in the line, etc. does not have permission because we do not have an easement. Mr. McNeil had asked Mr. Downey, what if he said no, Mr. Downey replied then he (Mr. Downey) would have to go to get court permission to put the easement there. Mr. Downey feels that Mr. McNeil's proposal was very reasonable.

You said to me that you would like for composition the cost for going to court which Mr. Downey feels would be approximately 10 hours' worth of work. Mr. Downey further stated that both parties have items in their backyards. The Authority does not usually allow residents to place items on the easements in their yards, in your case and I suggest to the Board that since there wasn't any easement there we cannot ask you to take anything off of it. The Board has authorized Mr. Downey to draw up an agreement for Mr. McNeil and Mr. Dever's, they can then have someone review it and get back to him.

Approval of the June 2014 Accounts Payable as Presented to the Board

Motion

Mr. Altmiller made a motion, seconded by Ms. Della-Croce, to approve the May 2014 Accounts Payable as presented to the Board.

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Questions/Comments

Ms. Della-Croce inquired about the following invoice(s):

G.P. Jager & Associates, Inc.
Invoice# 11501-052114
Amount: \$15,783.33
Press Feed Pumps for Press Building

Mr. Capaldi, Superintendent at the Water Treatment Plant explained that there are three press feed pumps. They are long lead items so we use up what we have and immediately order again because it takes up to ten weeks to receive them. Mr. Chase added that they are used to process the sludge.

Brendan Stanton, Inc.
Invoice No. 7 - Final
Amount: \$26,599.00
Final payment for contract WWTP: 318B – Aeration Blower 1&2

Dr. Rajput explained that this is for a contract where the two (2) Aeration Blowers were upgraded in order to run them more automatically and also save energy.

Mrs. DeRosier inquired about the following invoice(s):

Richo USA, Inc.
Invoice# 14614547 6/2014
Amount \$62.18
Blueprint copier

Dr. Rajput explained that the Wastewater Treatment Plant has 2 copiers one is used to copy the plot plans that were just acquired and the other is basically used for regular copying.

Mrs. Keyser inquired about the following invoice(s):

Mickle-Milnor Equipment Co., Inc.
Invoice# 5165
Amount \$2,583.80
Parts to rebuild P7 Pump DAF Building

Dr. Rajput believes that this project is completed. He informed Mrs. Keyser that he will check on this.

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Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Altmiller Aye
Mr. Glasson Abstention – not present at the May Board Meeting
Motion carried 5 Aye votes – 1 Abstention

Approval of the June 26, 2014 Board Meeting Minutes as Presented to the Board

Motion

Mr. Altmiller made a motion, seconded by Mrs. DeRosier, to approve the May 22, 2014, Board Meeting Minutes with corrections.

Motion carried unanimously

Pretreatment Variances

McDonald's – Route 13 & Haines Road, Levittown – Permit No. F085-2014 (02/22/2014 – 02/21/2015) requires quarterly O&G analysis. This facility was issued Notices of Violation for exceeding the O&G discharge limit on the previous permit.

Marlene Weinberg, Manager of McDonald's is asking the Board to revert her testing back to semi -annual.

Motion

Mrs. DeRosier made a motion, seconded by Mr. Altmiller, to allow McDonald's located at Route 13 & Haines Road, Levittown to return to semi- annual testing.

Motion carried unanimously.

Kari's Cheesecakes – 6906 Emilie Road, Levittown. Permit No. F177-2014 (06/07/2014 – 06/06/2015)

Kari Hawryliak, owner is requesting a decrease in their sampling frequency from semi-annual to annual for TSS an O&G. This facility has an internal grease trap and was previously granted a variance to reduce their TSS and O&G from semi-annual to annual.

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Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to grant permission to Kari's Cheesecakes located at 6906 Emilie Road, Levittown to reduce their TSS and O&G from semi-annual to annual.

Motion carried unanimously.

Turkish American Club of Levittown - 1538 Haines Road, Levittown, PA

Mr. Arsen Kashkashian, Esquire of Kashkashian & Associates who is representing the current tenants informed the Board that they have purchased the 1,000 gallon grease trap and hopefully by the first of July it will be installed. There was discussion as to whether the tank was purchased and the permits were applied for as well as sever other issues. After further discussion the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to give an extension to the Turkish American Club of Levittown until the next Board Meeting on July 24, 2014 to comply with all requests made by the Board, if not then Mrs. Wallover is to proceed with a shut down.

Motion carried unanimously.

Giovanni's Pizza – 928 South Woodbourne Road, Levittown - Alex Vera, Owner Present

Mr. Vera informed the Board that he has a small very old 25 gallon interior baffled grease trap in the restaurant that is cleaned two (2) to three (3) times per week. They passed this test, however failed on two (2) previous tests. Mr. Vera checked with his plumber and was informed that the problem is due to the grease trap being old. He has ordered a new 25 gallon interior grease trap that will be installed in a few weeks. It was explained to Mr. Vera that if the new interior grease trap fails, the Board will have no choice but to have Mr. Vera install a 1,000 gallon exterior grease trap.

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to proceed with the 25 gallon grease trap with testing eight (8) times per year for TSS & O&G. If there is a failure any time during that year, the Board will require Mr. Vera to install a 1,000 gallon exterior grease trap.

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Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Altmiller Aye
Mr. Glasson Aye
Motion Carried unanimously.

Managing Director's Report

Contract WTP:-349: Replacement Well No. 7A – Well No. 3A* and Well No. 2A* at the Water Treatment Plant

Bids were opened on June 18, 2014 for the replacement of four (4) ground water wells at the Water Treatment Plant. This contract involves replacement of the existing four (4) wells, however the Authority has the option to award the contract for the replacement of well No. 4 and 7 only. The lowest total base bid for well four (4) and (7) is \$269,331.50. The lowest total base bid for all four (4) wells is \$485,372.25. It is more cost effective to complete all four wells as it will save mobilization cost as well as bidding costs if the other wells were deferred for future replacement. The Authority has allocated \$400,000 for two (2) wells in 2014 and the same for 2015. It is recommended completing all four (4) wells under this contract and awarding Contract WTP349 to Layne located at 719 Mt. Holly Road, Beverly, NJ 08010 for the total base amount of \$485,372.25.

After discussion the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mrs. DeRosier, to reject all bids for Contract WTP:-349: Replacement Well No. 7A – Well No. 3A* and Well No. 2A* at the Water Treatment Plant.

Roll Call on the Motion

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Altmiller Aye

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Motion carried unanimously

Contract WTP-320A & WTP-320B: Water Treatment Plant Sedimentation Basin Improvements – General and Electrical Construction

The Contractor is currently installing the plate settler and sludge removal system in Sedimentation Basin #1. The Contractor is scheduled to replace the existing safety railing. During the extreme weather this year the Authority experienced a serious icing problem with the Sludge Collection Equipment. Due to the icing problem, the Authority was unable to use the sludge removal system in Sedimentation Basin #2. One of the solutions to maintain ice free zones is to provide a water jet system. The Contractor has submitted a quotation/change order for this work. The cost of one tank is \$26,767 or a total of \$53,574 for both Sedimentation tanks. It is recommended approving the change order.

After discussion the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mrs. Keyser, to approve the quotation/change order for the installation of a water jet system for both Sedimentation tanks with the total cost of \$53,574.

Roll Call on the Motion

Mrs. Keyser	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. DeRosier	Aye
Mr. Altmiller	Aye

Motion carried unanimously

Sedimentation Basin Improvements – Sludge Line Cleanout

This is flush out the Sedimentation Basin Sludge line. Unfortunately this was missed in the design stage of the contract. The total cost for Change Order #7 – Sludge Line Clean Out is \$5,645.25. Mr. Chase asked if our Field Crew could perform the work, Dr. Rajput replied yes, however somehow wires got crossed and the Contractor ordered the parts. Dr. Rajput was asked by the Board to make sure that the Contractor realizes that they did not approve anything therefore no work is to be done. Vince Capaldi, Superintendent at the Water treatment Plant assured the Board that the Contractor has already been made aware of the situation.

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Internet Services

Comcast has been authorized to proceed with providing Internet Service the Water and Wastewater Treatment Plants. Presently there are no internet cables at either location.

Payroll and Time Keeping System

A meeting was held with Paychex, a payroll service company that provides time keeping and attendance solution software. Their payroll system can also be interfaced with our existing Kronos System or they could provide a seamless attendance payroll system. Presently Kronos and ADP systems are not integrated and as a result have been putting many more hours in doing payroll than generally would be needed if the systems were properly integrated. We have been trying to contact ADP and Kronos to meet with them as well. Dr. Rajput present information to the Board at the July meeting.

Risk Management Plan Water and Wastewater Treatment Plants

The required RMP update was submitted to USEPA on June 16, 2014 The Authority is required to update and submit the Risk Management Plan for Chlorine for the Water and Wastewater Treatment Plants. Dr. Rajput would like to thank Jennifer Smythe for her assistance in completing the required updates and maintaining the mandatory paperwork as well as making sure that all forms are completed and circulated to all plan holders.

Mrs. Keyser stated that the Risk Management Plan pertains to Chlorine she wanted to bring this up now rather than wait for New Business. A couple of weeks ago there were so many complaints from residents throughout our service area about the heavy Chlorine odor and taste. Mrs. DeRosier added that she even received calls from some residents about the Chlorine burning their eyes. Mr. Altmiller added that this was talked about at the last meeting as well. Mr. Chase stated that we have had something similar happen at least two (2) other times over the years and we don't know for sure but we think it has something to do with the low sky's and heavy humidity is holding the gases down and it creates odor problems. All the Chlorine levels are where they are supposed to be but we were never really sure of the cause. Mr. Capaldi added that most all the calls that were received regarding the odor problems were checked out and the results were all well within the limits

Birch Valley Pump Station Emergency

There were major problems at the Birch Valley Pump Station due to rocks, gravel and grit clogging up two of the three pumps. Phil Smythe, Field Technician has presented details of this in his report. Dr. Rajput commended Phil for handling this emergency and preventing a major sewer overflow situation.

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Pretreatment Program Audit/Inspection by USEPA

On April 24, 2014 a Field Audit Inspection of the Authority's Pretreatment Program was conducted by USEPA. Per their report, there were no deficiencies found in the implementation of the Pretreatment Program. Dr. Rajput would like to thank Susan Wallover for the excellent job she is doing in implementing the Authority's Pretreatment Program.

Pretreatment Local Limits Reevaluation/Headwork Analysis

The Authority has received a few minor review comments from USEPA on our Headwork Analysis and Local Limits Evaluation which are currently being addressed.

PA Turnpike/I-95 Interchange Project – Relocation of a Water Main and Sanitary Sewer Forcemain

A meeting was held with the PA Turnpike Commission's Consultants on June 6, 2014 to discuss their proposed relocation plans. The Authority presented their concerns and offered relocation design options for the Laurel Bend Force Main and water main located on Durham Road. It was clearly stated to the PA Turnpike Commission that the Authority does not have the funds available for this work and will not be responsible for any cost associated with the proposed relocation work. To date we have not received any revised plans.

Contract WWTP-348: Furnish and Supply Sodium Hypochlorite and Sodium Hydroxide

Notice to proceed was issued to George S. Coyne Chemical Company for the above contract. The duration of this contract is two (2) years.

Contract WWTP-347: Furnish and Supply Fire Hydrants, Valves and Ductile Iron Pipe

Notice to proceed was issued to Hajoca Corporation for the above contract. The duration of this contract is two (2) years.

WWTP-345: Restoration of Concrete Sidewalks, Driveways, Concrete Aprons, Concrete Curbs and Sites Affected by Water Main Breaks

Notice to proceed was issued to the Contractor.

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Executive Session

An executive session was requested by Mr. Downey at 8:30 P.M. Mr. Downey asked that the Board take a 5 minute break and review the memo that was attached to the Boards packets as well as reviewing #9 PA Turnpike/I-95 Interchange Project – Relocation of a Water Main and Sanitary Sewer Forcemain of Dr. Rajput's report. The regular Board Meeting reconvened at 9:18 P.M. at which time Mr. Downey reported that personnel matters and potential litigation was discussed.

Motion

Mr. Altmiller made a motion, seconded by Mrs. Keyser, to terminate employee number 1017 for falsification of Authority records effective immediately.

Roll Call on the Motion

Mrs. Keyser	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. DeRosier	Aye
Mr. Altmiller	Aye

Motion carried unanimously

Old Business

Richo Copier at the Wastewater Treatment Plant

Earlier in the meeting Mrs. DeRosier questioned the Richo copier at the Wastewater Treatment Plant. Dr. Rajput explained that the Wastewater Treatment Plant has 2 copiers one is used to copy the plot plans that were just acquired and the other is basically used for regular copying. Mrs. DeRosier then asked if anyone has come in to purchase the plans, Dr. Rajput replied yes and Mr. Altmiller added that he has already purchased three.

Financial Audit

Mr. Chase stated that the Board received the Auditor's report last month and is asking for a motion.

Motion

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Mrs. Keyser made a motion, seconded by Mrs. DeRosier, to approve and accept the Financial Audit as presented by Peter Place of Lopez, Teodosio and Larkin.

Roll Call on the Motion

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Altmiller Aye
Motion carried unanimously

Vehicle Accident at the Wastewater Treatment Plant

Mr. Chase stated that at last month's meeting Mr. Altmiller requested a breakdown of the cost for the accident that occurred at the Wastewater Treatment. Dr. Rajput replied that the breakdown for the repairs to S10 Dump Truck are as follows:

S10 Repair and Paint Truck Bed	\$ 5,775.00
Repair S10 Dump Truck After Accident in Plant	8,947.39
S10 Dump Truck – Replace Muffler/Pipes	1,467.25
Heavy Wrecker 1	1,912.50
Heavy Wrecker 2	1,912.50
Total	20,014.64
Check 28476 (Total \$8,195.39 Less \$500.00 deductible)	7,195.39
Check 539252	3,825.00
Grand Total	8,994.25

When Dr. Rajput reported to the Board all figures were approximate. The above figures are exact.

Letters to Municipalities Regarding Plot Plans

Mr. Chase asked Dr. Rajput if he has sent the letters to the Municipalities informing them that the Authority has acquired Levitt Plot Plans. Dr. Rajput replied that this has not yet been taken care of but he will make sure that it gets done.

Uncle Bill's – Highland Park

Mr. Chase asked where we stand with this facility. Dr. Rajput was not sure of the status of this facility. Mr. Downey stated that he has received no notification. He has received notices of violation. Dr. Rajput will follow-up with Mrs. Wallover and her to follow up.

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Two (2) Clerical Positions

Dr. Rajput stated that he has sent the job descriptions for both positions to the Board for their review. Dr. Rajput met with Mrs. Marterella, Union Steward to discuss the job descriptions. Dr. Rajput stated that there were some minor changes but the finalized job description for the Secretary at the Wastewater Treatment Plant has been completed. Both jobs have been posted. Mr. Chase stated that if no one signs for the positions then the Board should give authorization to Dr. Rajput to advertise the position(s).

Motion

Mrs. Keyser made a motion, seconded by Mr. Altmiller, authorizing Dr. Rajput to proceed with advertising the job position(s) if no one from the Authority signs the postings. Motion carried unanimously

Mr. Chase recognized Mrs. Marterella. Mrs. Marterella wanted to thank everyone and also to let the Board know that she still needs to finalize a few things with the Union.

Finance Manager

Dr. Rajput stated that there were ten (10) applicants for this position. Interviews were conducted and based on all the interviews it was a unanimous decision to offer Loretta Delio the position of Finance Manager. This will be a one (1) year contract, non-union position with a starting salary of \$65,000 plus benefits effective August 1, 2014.

Mr. Downey stated this person is a confidential employee and this should be added to the Finance Manager's contract.

1st Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to offer the Finance Manager position to Loretta Delio. This is a confidential position. It will be a one (1) year contract, non-union position with a starting salary of \$65,000 plus benefits equal to the Supervisory Unit pending verification of all background checks effective August 1, 2014.

Roll Call on the Motion

Mrs. Keyser	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye

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Mrs. DeRosier Aye
Mr. Altmiller Aye
Motion carried unanimously
2nd Motion

Mrs. Keyser made a motion, seconded by Mr. Altmiller, to approve the job description for the Finance Manager's position that the Managing Director has revised effective May 26, 2014.
Motion carried unanimously.

Lift Station Mechanic

Mr. Chase asked if the Lift Station Mechanic has been qualified. Dr. Rajput stated that it is good that Phil is here so he can address this. Mr. Smythe replied, we're working on it. Mr. Chase asked if his training was extended and Mr. Smythe replied that it was, he shows promise.

Lab-Technician Back-Up at the Wastewater Treatment Plant

Mrs. Keyser asked Dr. Rajput if the Board's discussion on the rate for this position has been taken care of. It was to be equal to the Lab Technician at the Water Treatment Plant plus the .60 differential. Dr. Rajput stated that he had a discussion with the union and the union does agree however, the title will have to be Lab Technician Fill-In and Dr. Rajput will need to come up with a job description and this position may need to be posted.

Motion

Mrs. Keyser made a motion, seconded by Mr. Altmiller, for the Managing Director to come up with a job description for the Lab Technician Fill-In at the Wastewater Treatment Plant at the hourly rate of the Lab Technician at the Water Treatment Plant plus .60 differential per hour and that is to be posted at all locations after Dr. Rajput meets with the union.

Roll Call on the Motion

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Altmiller Aye
Motion carried unanimously

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Mrs. Keyser stated that she stated that this has been talked about for several years and it always seems to be a problem and she is not sure why. GOAL is an organization that cleans up debris and plants trees around the area. Both Dale Frazier and Ed Armstrong for several summers now given permission to store quite a number of plants at the Authority's Main Lift Station. They have their own lock, they can come and go as they please. They also had several kids there. The Board has given directives for three (3) years. Mr. Chase added that this was brought up before and it was made perfectly clear. Mr. Downey asked for their name and address and he will send a letter certified and regular mail informing them that they are not permitted on any Authority property.

Motion

Mrs. Keyser made a motion, seconded by Mr. Altmiller, that no one other than Authority employees and Authority equipment be stored at that property. No one from the outside is permitted to have locks on any of our locations and come and go as they wish, they are not allowed to bring students in.

Amendment to the Motion:

Other than Contractors and vendors that the Authority gives permission to.
Motion carried unanimously

New Business

Mr. Chase stated that the Board met in executive session and discussed a personal matter and he would like to entertain a motion to hire a special council to look into the Authority's personal matter.

Mr. Downey gave his recommendation, Mr. David Zellis, former first Assistant District Attorney who has no ties to any political governmental unit tied to this Authority.

Motion

Mr. Altmiller made a motion, seconded by Ms. Della-Croce, to hire Mr. Zellis as special counsel to look into the Authority's personal matter.

Roll Call on the Motion

Mrs. Keyser	Abstain
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. DeRosier	Abstain
Mr. Altmiller	Aye

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Motion carried 4 Aye votes – 2 Abstentions

Mrs. Keyser stated that she is concerned with the lack of employees @ the WWTP with disability, a termination, etc., the three (3) Utility personnel that we do have are filling in for the operators that are out we do not have the utility workers to do any of the jobs that are needed and any projects that are normally performed during this time of year. Mrs. Keyser would like to entertain a motion to hire two (2) additional utility employees at the Wastewater Treatment Plant and possibly one at the Water Treatment Plant through the proper process with the Managing Director. Mr. Chase added we can't post the position of Lift Station Mechanic at the Sewer Plant because we have an employee that is in the process of qualifying for that position and we can't post his previous job which is utility until which time as he qualifies or doesn't qualify. If he doesn't qualify he moves back.

Mr. Chase stated that he was informed by Dr. Rajput that Mr. Smythe developed a test for the Lift Station Mechanic that involves that are normal jobs that a Lift Station Mechanic has to know how to do which are Piping, pump installation, layout, control of the flow, planning, floorings, the supplies and materials and being able to put everything together from start to finish. Mr. Smythe added that the candidate was given the test on May 29th Mr. Chase stated let's get this done one way or the other, it's been several months and it is supposed to be 30 days of training, we are man power starved at times with disability and such but this is one that we have full control over. If you have to stop him from doing his normal rounds so he can stay on the projects let Bob do the rounds like he did prior to this job being posted.

Chlorine Training

Mrs. DeRosier is asking if the Chlorine Training that is listed in Mr. Capaldi's report the result of what happened. Mr. Capaldi answered no and to clarify further, nothing happened with the Chlorine the training yearly.

Payroll/Time Keeping System

Mrs. DeRosier stated that in Dr. Rajput's report under the Payroll/Time Keeping System Dr. Rajput stated that there were several discrepancies, Mrs. Wallover is checking and verifying the discrepancies. You will update the Board once this has been verified. Dr. Rajput replied that he will. Mrs. DeRosier added that we really don't know if we have any discrepancies until they are verified is that correct? Dr. Rajput replied yes. Mrs. DeRosier then asked that the Board be informed of what the discrepancies are and why they occurred.

Public Participation

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

Adjournment

Mrs. Keyser made a motion, seconded by Mr. Altmiller, to adjourn the Board meeting at 10:00 P.M.

Motion carried unanimously

Respectfully submitted by:

Susan DeRosier
Board Secretary

SDR/sw
DPM 0061:DSS