

# *Lower Bucks County Joint Municipal Authority*

*Board Meeting Minutes ~ April 28, 2016*

*REVISED*

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, April 28, 2016 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

## **Executive Session**

An Executive Session was held from 6:30 P.M. to 7:05 P.M. Mr. Downey will advise during his report.

## **Call to Order**

Mr. Chase, Chairman, called the meeting to order at 7:09 P.M., which was followed by the Pledge of Allegiance and a moment of silence.

## **Roll Call**

Mrs. Magro, Administrative Secretary took roll call as follows:

### **Board Members Present:**

James Chase  
Rich Altmiller  
Cindy Murphy  
John Monahan  
Joseph Glasson

### **Absent**

Sandra Della-Croce

### **Also Present:**

Vijay Rajput, Ph.D., P.E., Managing Director  
Colleen Dunn, Finance Manager  
Nancy Burnell, Supervisor, Meter Department  
Debbie Magro, Administrative Secretary  
James A. Downey, III, Solicitor  
Fred Walcott, Superintendent – Water Filtration Plant  
Phil Smythe, Field Technician  
Mike Andrews, Engineering Assistant  
Bob Serpente, Consulting Engineer

## **Public Participation**

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

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### Accounts Payable

### Approval of the April 2016 Accounts Payable as Presented to the Board

### Motion

Mr. Monahan made a motion, seconded by Mr. Glasson, to approve the April 2016 Accounts Payable as presented.

### Questions/Comments

Mr. Altmiller questioned the following invoice(s)

#### **D&B Guarino Engineers, LLC**

- Invoice #4088-3477  
Amount: \$2,320.32  
WWTP 358 Phase 21 CIPP Phase 4 - Invoice for 01/16/2016
- Invoice #4088  
Amount: \$1,890.63  
Contract A-312 Administration Building Extension – Invoice for 02/26/2016

Mr. Chase explained that they are behind on their billing. The bills are from January and February Respectively.

Mr. Chase questioned the following invoice(s)

#### **Environmental Service & Equipment Co., Inc.**

- Invoice #9018  
Amount: \$1,900.00  
Rebuild Chlorinators

Mr. Chase asked if this was to repair parts. Fred Walcott, Water Treatment Plant Superintendent explained that it was the regulators in the Chlorine Tank Building not the actual Chlorinators that we adjust. Environmental came in, rebuilt, and calibrated it.

### Roll Call on the Motion

Mr. Altmiller           Aye  
Mr. Chase             Aye  
Mrs. Murphy         Aye  
Mr. Monahan         Aye  
Mr. Glasson          Aye  
Motion carried unanimously

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### Approval of the Board Meeting Minutes of March 24, 2015

#### Questions/Comments

Mrs. Murphy pointed out that on page 4 under the Pretreatment Variances Billy's Beagles needs to be changed to Billy's Bagels.

#### Motion

Mrs. Murphy made a motion, seconded by Mr. Glasson, to approve the Board Meeting Minutes of March 24, 2016 with the correction listed above.

#### Roll Call on the Motion

Mr. Altmiller           Aye

Mr. Chase             Aye

Mrs. Murphy           Aye

Mr. Monahan          Aye

Mr. Glasson           Aye

Motion carried unanimously

#### Pretreatment Variances

##### Blue Fountain Diner – 2029 East Lincoln Highway, Langhorne Pa. Permit F007-2014 (03/17/2014 – 03/16/2015) Mr. Okusal, Owner Present

This facility exceeded O&G discharge limit on 09/09/2015, an NOV was issued on 09/25/2015 requiring a resample within thirty (30) days. The facility exceeded O&G discharge limit on 12/09/2015, an NOV was issued on 12/21/2015 requiring a resample within thirty (30) days. A baffled grease trap was installed on 12/15/2015. A Compliance Order was issued on 01/20/2016, no data was received. The Lab reported that a sample that was scheduled 03/09/2016 was cancelled by the facility. A Show Order was issued on 03/30/2016.

Dr. Rajput replied that Mr. Okusal has complied with all the requirements. Mr. Okusal explained that the testing was not actually cancelled. When the grease trap was changed, Mrs. Wallover was there and she said not to bolt the lid down, however, the company that was doing the work did so anyway so when the company came for the testing they were not able to open the lid. Mr. Okusal did contact the company as soon as possible to have them come back because he had removed the bolts to the lid but he was too far away so I had to call the company to reschedule the testing. It is now scheduled for May 2<sup>nd</sup>. Mr. Okusal stated that as soon as he receives the results he would bring them to Mrs. Wallover.

At this time, no action needed to be taken.

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**Managing Director's Report**

**WWTP-193: Purchase of One (1) Rammax Trench Compactor under Co-Star Contract No. 2420-02 for the Field Department at the Wastewater Treatment Plant**

With the Authority's on going Water Distribution System Maintenance/Rehabilitation Program it has been determined that it would be more cost effective to purchase a new small trench roller as opposed to renting. A quotation was received through Co-Star Contract No. 2420-02 from Eagle Power and Equipment Corporation for a Rammax Rx 157533 Trench Roller in the amount of \$37,290.10.

**Motion**

Mr. Altmiller made a motion, seconded by Mrs. Murphy, approving the purchase of a Rammax Rx 157533 Trench Roller in the amount of \$37,290.10 from Eagle Power and Equipment Corporation under Co-Star Contract No. 2420-02.

**Roll Call on the Motion**

Mr. Altmiller	Aye
Mr. Chase	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye
Motion carried unanimously	

**Contract WWTP-357: Furnish and Provide Services for the Replacement of Existing Water Mains**

This contract is due to expire on June 1, 2016. The contract is with K.E. Seifert, Inc., providing services for the replacement of existing water mains. Under this contract, there is a provision that the Authority reserves the right to extend the contract period for an additional one (1) year under the same terms and conditions of the current contract including unit prices, upon written agreement by both parties. A copy of the agreement was received.

**Motion**

Mrs. Murphy made a motion, seconded by Mr. Monahan, to approve the extension of one (1) year regarding Contract WWTP-357: Furnish and Provide Services for the replacement of Existing Water Mains under the same terms and conditions of the current contract including unit prices, upon written agreement by both parties.

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## Roll Call on the Motion

Mr. Altmiller           Aye  
Mr. Chase               Aye  
Mrs. Murphy           Aye  
Mr. Monahan           Aye  
Mr. Glasson            Aye  
Motion carried unanimously

## Water Distribution System Maintenance Program – Rehabilitation/Replacement of Existing Water Mains – Phase II

Approximately 7,540 lineal feet of the existing water mains have been replaced under phase 1 of this project.

Round Hill Road	approximately 1340 linear feet of the 6 inch water main
Gamewood Road	approximately 1800 linear feet of the 6 inch water main
Gaping Rock Road	approximately 800 linear feet
Cactus Road	approximately 1400 linear feet
Vermont Turn	approximately 800 linear feet with loop
Thaliabush Lane	approximately 1400 linear feet

Work has started on Phase II of this project. The following locations have been selected for rehabilitation/replacement of existing water mains.

Emilie Road	approximately 1600 linear feet - 6 inch water main - looping
Viaduct Lane	approximately 900 liner feet – 6 & 8 inch
Autumn Lane	approximately 1920 linear feet – 6 & 8 inch
Island Road	approximately 1620 linear feet – 8 inch
Indian Creek	approximately 900 linear feet with 6 inch loop
Junewood Drive	approximately 1100 linear feet – 6 inch
Grapevine Road	Approximately 1300 linear feet – 6 inch
Grandpine Road	Approximately 820 linear feet – 8 inch
Butternut Road	Approximately 1500 linear feet 6 & 8 inch
Dolphin Road	Approximately 1100 linear feet – 6 inch looping
Twig Lane to Park Lane	Approximately 1500 linear feet 6 & 8 Inch looping

Approximately 1500 linear feet of the existing water main have been replaced/rehabilitated under Phase 2.

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

The Final Payment request has been received from the contractor. This payment request also included the last change order #8 which is a combination of #8 & #9. During review of the contract, records show that this change order in the amount of \$6,524.8 has not been presented for Board approval. This change order consists of change order #9 furnishing and installing a Trumbull Floor Stand, 20-inch butterfly valve and operator that was not included in the original scope of the contract. The second part originally change order #10 is for the repair of concrete walls and repairing/reinstalling the existing rails during replacement of the bridge. This work was not anticipated and was not included with the cost of the bridge replacement. Dr. Rajput approved the above work at the site, as they were needed.

### **Motion**

Mr. Altmiller made a motion, seconded by Mr. Glasson, approving change order #8 which is a combination of #8 & #9 as listed above in the amount of \$6,524.81.

### **Roll Call on the Motion**

Mr. Altmiller	Aye
Mr. Chase	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye

Motion carried unanimously

### **Demand Response Program**

The EPA enacted rules for Reciprocating Internal Combustion Engines/National Emissions Standards for Hazardous Air Pollutants relating to use of Stationary Emergency Generators. CPower Energy Management Company who is handling the Authority's Demand Response has notified us that as of May 1, 2016, the Authority's emergency generators will be deemed ineligible for continued participation in the PJM Capacity Market Program per the new EPA rules. The required emission controls will need to be installed for future participation.

### **2015 Annual Water Quality Data**

In compliance with the requirements of the Safe Drinking Water Act 1996 Amendments relating to the Consumer Confidence Reports, the Authority has completed and sent this information to the Authority's Whole Sale Customers, Bucks County Water and Sewer Authority and the Township of Falls Authority for part of their annual Water Quality Report. We have also started preparing our annual Water Quality Report, which, when completed will be posted on the Authority's website.

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## Annual Wasteload Management Report (Chapter 94 Report)

According to the requirements of the PADEP, the annual Waste Load Management Report (PADEP Chapter 94 Report) has been completed and submitted to the PADEP for the reporting year of 2015. The report presents Hydraulic and Organic loading calculations and projections for the next five years performance of the plant, connections to the Authority's system, plant maintenance, Wastewater Collection System maintenance program, Pumping Stations conditions and maintenance, sludge disposal etc. The annual daily average wastewater flow to the Plant was 6.7 MGD (it was 7.5 MGD for the reporting year of 2014).

There were four (4) commercial sewer connection permits that were issued during the reporting year of 2015. There were no residential sewer service permits issued during the reporting year. The plant performance in terms of CBOD5 and Total Suspended Solid reduction efficiencies were calculated to be approximately 97% and 97%, respectively.

The annual average CBOD5 and Total Suspended Solid concentrations in the Plant effluent were 7.59 mg/L (permit limit -20 mg/L) and 5.92 mg/L (permit limit – 30 mg/L), respectively. The Plant performance was consistently excellent.

The maintenance work completed for the Collection system during 2015 involved CCTV inspection of approximately 41,612 lineal feet of sewer pipe, jetting/cleaning of approximately 3,677 lineal feet of sewer pipe and root removal/cutting of approximately 14,518 lineal feet of sewer pipe. Two Hundred and One (201) homes have been repaired after discovering they had broken sewer vents. Under the ongoing, I & I control program in the Wastewater Collection System Rehabilitation Program, approximately 25,881 lineal feet of sewer mains ranging in size from 8 inch to 15 inch were cleaned, inspected and lined. We would like to thank Jennifer Smythe for her excellent assistance in compiling and tabulating the voluminous monitoring data and preparing this report. Her work performance has always been excellent.

## Pretreatment Annual Report

The Pretreatment Program Annual Report for the reporting year of 2015 has been completed and will be submitted prior to the March 31, 2016 due date.

## Annual Water Audit Report – Delaware River Basin Commission (DRBC)

The required annual water audit for the Delaware River Basin Commission was performed on the Authority's water system for the reporting year of 2015. The water audit data validity score computed to be 92, which is considered an excellent score. The Authority is proactively continuing to investigate the source of the unaccounted water. For 2015, the percent of unaccounted water was calculated to be approximately 2.98%, for 2014, it was 5.01%. The Authority is also continuing to examine and determine options of reducing the amount of unbilled metered water usage, which includes water used for flushing at the Water Treatment Plant and leakage loss. It has been estimated that the length of the Authority's water mains is 180 miles and there were 19,341 active connections.

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This equated to approximately 107 connections per mile of water main. Total annual operating cost for the Authority's water system was estimated to be approximately \$6.7 million for the reporting year of 2015.

## **PADEP Chapter 110, water Allocation, Water Management Plan water Withdrawal and Use reporting for the Water Treatment Plant**

PADEP Chapter 110 has been submitted. Total potable water sullied during the reporting year of 2015 was 3044.944 million gallons. Of this, approximately 42.2% was calculated to be bulk water supplied. Annual daily average water was calculated to be approximately 8.4 MGD. Peak water demand was recorded to be 11.12 MGD, which occurred on June 1, 2015 whereas the minimum water use of 5.97 MGD was recorded on March 11, 2015.

## **PECO Smart Equipment Incentives – Act 129 Program Energy Savings Credit/Rebate**

The status of the Authority's participation project in the PECO Smart Equipment Incentives Program was discussed with members of PECO representatives and representatives of the United Electric Company, supplier of the energy saving LED lights for our Water and Wastewater Treatment Plants. It appears the Authority will receive incentive money estimated to be in the amount of \$29,934.35 for the Water Treatment Plant Project and \$36,075.03 for the Wastewater Treatment Plant. To date, 291 lights have been replaced at the Wastewater Treatment Plant and 114 lights have been replaced at the Water Treatment Plant. It is estimated that the Authority could realize a reduction in energy consumption of approximately 4000,000 Kw at the Wastewater Treatment Plant and approximately 140,000 Kw at the water Treatment Plant. A thank you goes to Bill Keyser, the Authority's Electrician for coordinating and installation of all the lights.

## **Potential Bulk Sewer for Treatment**

The Township of Falls Authority has expressed interest in sending additional bulk wastewater flow of approximately 0.5 MGD to the Authority's Wastewater System for treatment. Authority members met with the Executive Director and staff of TOFA on April 12, 2016. They are conducting a feasibility study in locating potential area(s) for diversion and cost benefit of potential diversion. Based on the Authority's 2015 Chapter 94 flow projections, there is a capacity at the plant to handle approximately an additional 0.5 MGD flow. The Authority will continue to work with OFA on the feasibility of the diversion and will bring it to the Board for approval if the project is determined to be feasible.

## **Scrubber Stack Testing – Kenwood Pump Station Scrubber – PADEP**

Required testing was conducted during the first week of March 2016 by INTEX Environmental to demonstrate compliance with the State only operating permit for the Air Scrubber. Review of the test report shows that the Scrubber Emissions were in full compliance. This report has been submitted to the PADEP.



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## WTP – Revised Total Coliform Rule (RTCR)

The Authority has completed and submitted the required total coliform sample-siting plan to the PADEP.

## Contract WWTP-356: Furnish and Install Duo Deck Floating Cover and Gas Recirculation System on Anaerobic Digester No. 2 at the Authority's Wastewater Treatment Plant

Evoqua is planning to complete this project within the next month, weather permitting. The digester should be back in service sometime during April 2016.

## Contract No. C-367: Furnish and Supply Chemicals for Lower Bucks County Joint Municipal Authority's Water and Wastewater Treatment Plants

Notice of Intent to Award has been issued. The Authority is waiting for the executed contract forms and documents along with the required Bonds and Insurance Certificates.

## Contract WWTP-368: Furnish and Supply Crushed Stone Aggregate to LBCJMA Through Bucks County Consortium of Municipalities

Notice of Intent to Award has been issued to Eureka Stone, Inc. the Authority is waiting for their executed contract forms and documents along with the required Bonds and Insurance Certificates.

## WWTP-365: Restoration of Concrete Sidewalks, Driveways, Concrete Aprons, Concrete Curbs and Sites Affected by Water Main Breaks

Notice to proceed has been issued to John Feher Concrete Construction, LLC for the above contract.

## Contract WWTP-359: Furnish and Install Second Sludge Dewatering Centrifuge

Work is continuing on the preparation of contract documents and specifications for the purchase and installation of one (1) Centrifuge for the Sludge Dewatering Centrifuge.

## WTP – Standard Operating Procedures Training – SOP's

Training has been scheduled for April 29, 2016 for all Water Treatment Plant employees regarding the Standard Operating Procedures.

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## Water and Wastewater Systems

Both Plants are performing well and comply with all permits. The average drinking water supplied for the month of February 2016 was approximately 6.96 MGD. The monthly average effluent flow from the Wastewater Treatment Plant was approximately 7.01 MGD for the month of January 2016.

## Thank You

Dr. Rajput wanted to take this time to thank Nancy Burnell, Meter Department Supervisor for all the hard work that she has done in working with the Authority's billing program company in fixing some billing problems that we have been experiencing over the past several months. Nancy and Colleen Dunn, Finance Manager worked together on resolving a few problems that we were having with our payroll program.

## Summer Intern – Engineering Student

Dr. Rajput informed the Board that he has found a student for this position. The student's name is Bailey Jones and he is from Penn State. He will work from May 9<sup>th</sup> through August 31<sup>st</sup> at \$13.00 per hour, for hours worked, with no overtime and no benefits.

## Motion

Mr. Glasson made a motion, seconded by Mr. Altmiller, to hire Bailey Jones as a Summer Engineering Intern at a rate of \$13.00 per hour, for hours worked, no overtime and no benefits starting May 9<sup>th</sup> through August 31, 2016.

## Roll Call on the Motion

Mr. Altmiller	Aye
Mr. Chase	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye

Motion carried unanimously

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

Mr. Downey reported that an executive session was held from approximately 6:30 P.M to 7:05 P.M. at which time ongoing litigation, personnel matters and the Collective Bargaining Unit. Were discussed.

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In the minutes from last month's meeting, a motion was made regarding the Park Plaza Shopping Center that is owned by David Fiori at which time the Board approved a motion to issue a permit to Crespo's Fratelli and allow them to tie into an existing grease trap that is being used by Jade Asian. The motion was as follows:

## **Motion made at the March 24, 2016 Board Meeting**

Mr. Altmiller made a motion, seconded by Mr. Glasson, granting permission to Crespo's Fratelli to tie into Jade Asian Restaurant, which is already connected and has a permit. The permit will be given to the Crespo's Fratelli. An agreement from the property owner stating that the property owner will maintain the trap, perform all of the testing (quarterly for all parameters) for both facilities and absorb any consequences for any failures has been provided. This will be reassessed in two (2) years.

Mr. Downey further stated that he has reviewed the Agreement as well as Dr. Rajput and they feel that the document does comply with the above motion.

## **Motion**

Mr. Altmiller made a motion, seconded by Mr. Monahan, approving the Grease Trap Maintenance Agreement as presented to the Board by John Howland, attorney for David Fiori, Inc.

## **Roll Call on the Motion**

Mr. Altmiller	Aye
Mr. Chase	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye

Motion carried unanimously

## **146 Idlewild Road – Backyard Access**

Mr. Downey stated that there has been no activity in two (2) years because it was thought to be resolved; Mr. Downey has 45 days from April 18<sup>th</sup> to inform the courts of the Authority's intentions. Mr. Downey will speak with Mr. Smythe after the Board meeting to check on the status.

## **Finance Manager's Report**

Mrs. Dunn, Finance Manager, reported that the Authority's bank balance as of April 28, 2016 is \$11,753,979.78 minus the committed project funds of \$2,634,809.93, bringing the balance to \$9,119,169.85.

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**Old Business**

There was no Old Business presented to the Board.

**New Business**

There was no New Business presented to the Board.

**Public Participation**

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

**Adjournment**

Mr. Altmiller made a motion, seconded by Mr. Glasson, to adjourn the Board meeting at 8:45 P.M.  
Motion carried unanimously.

Respectfully submitted by:

  
Sandra Della-Croce  
Secretary

D/dm  
DPM0098