

# *Lower Bucks County Joint Municipal Authority*

## *Board Meeting Minutes ~ January 28, 2016*

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, January 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 7:00 P.M. Mr. Downey will advise during his report.

### Call to Order

Mr. Glasson, Chairman, called the meeting to order at 7:10 P.M., which was followed by the Pledge of Allegiance and a moment of silence.

### Roll Call

Mrs. Murphy Assistant Secretary took roll call as follows:

Board Members Present: Joseph Glasson  
James Chase  
Rich Altmiller  
Cindy Murphy  
John Monahan

Mr. Monahan has been appointed to Lower Bucks County Joint Municipal Authority's Board of Director's by Bristol Township at their meeting that was held January 4, 2016. Mr. Monahan takes the place of Mrs. Janet Keyser.

Absent: Sandra Della-Croce

Also Present: Vijay Rajput, Ph.D., P.E., Managing Director  
Colleen Dunn, Finance Manager  
James A. Downey, III, Solicitor  
Nancy Burnell, Supervisor, Meter Dept.  
Fred Walcott, Acting Superintendent - WFP  
Phil Smythe, Field Technician  
Bob Serpente, Consulting Engineer

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## Annual Reorganization of the Board of Directors

### Chairman

Mr. Altmiller made a motion, seconded by Mr. Monahan, nominating Mr. Chase to serve as Chairman of the Board for 2016.

### Roll Call on the Motion

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

Motion carried 4 Aye Votes – 1 Abstention

### Vice Chairman

Mr. Altmiller made a motion, seconded by Mrs. Murphy, nominating Mr. Glasson to serve as Vice Chairman of the Board for 2016.

### Roll Call on the Motion

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

Motion carried 4 Aye Votes – 1 Abstention

### Treasurer

Mr. Glasson made a motion, seconded by Mr. Monahan, nominating Mr. Altmiller to serve as Treasurer of the Board for 2016.

### Roll Call on the Motion

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

Motion carried 4 Aye Votes – 1 Abstention

### Secretary

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Mr. Glasson made a motion, seconded by Mr. Monahan, nominating Ms. Della-Croce to serve as Secretary of the Board for 2016.

### Roll Call on the Motion

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

Motion carried unanimously

### Assistant Treasurer

Mr. Glasson made a motion, seconded by Mr. Altmiller, nominating Mrs. Murphy to serve as Assistant Treasurer of the Board for 2016.

### Roll Call on the Motion

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

Motion carried 4 Aye Votes – 1 Abstention

### Assistant Secretary

Mr. Glasson made a motion, seconded by Mr. Altmiller, nominating Mr. Monahan to serve as Assistant Secretary of the Board for 2016.

### Roll Call on the Motion

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

Motion carried 4 Aye Votes – 1 Abstention

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## Accounts Payable

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

#### Motion

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

#### Questions/Comments

Mr. Altmiller questioned the following invoice(s)

**Mark's Door Service, LLC**  
**Invoice # 16013**  
**Amount: \$3,745.00**  
**Filter Room Door Replacement**

Fred Walcott explained that it is a fiberglass door with shatterproof glass for the Filter Room, Settling Basin.

**R. Morrell Tractor Sales**  
**Invoice # 16491**  
**Amount: \$1,141.46**  
**Labor to install salt spreader on S21 and service**

Mike Andrews explained that it was for repair work on 21. After reviewing the bill Mrs. Dunn gave to Mr. Altmiller, he was satisfied with the work that was done and the charges.

**Rick's Expert Tree Service**  
**Invoice # 10/26/15**  
**Amount: \$2,950.00**  
**Grind stumps and remove mulch for various properties**

**Invoice #12/10/15**  
**Amount: \$5,000.00**  
**Removal of trees and bushes at 120 Queen Lily Road – Easement Issue**

Phil Smythe explained that the first invoice (#10/25/2015) was for various properties, which is part of Contract WWTP 352 Restoration of Concrete Sidewalks, Driveways, Aprons, Curbs & Sites affected by Water Main Breaks and Contract WWTP-357 Furnish & Provide Services for Replacement of existing Water Mains.

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The second invoice (#12/10/2015) is for the removal of trees and bushes at 120 Queen Lily Road. The Authority was working on the lining project in this area and the homeowner refused to take the trees/bushes down preventing our crew access to the manhole located in their yard. Even with ample notice, they still refused so there was no other alternative but to remove the trees using the Authority's contractor. The Authority will pay the contractor and the homeowner will reimburse the Authority. A letter has been sent to the homeowner.

## **Scrappy's Auto Service**

**Invoice #95595**

**Amount: \$489.67**

**Tow S9 to Shop – Fix no Start**

It was explained that this was to tow S9 from the Water Plant to the shop, Fix no start, service battery cables, charge battery, replace starter, check exhaust, etc.

## **Becker Tree Service**

**Invoice #6762/6764/6766**

**Amount: \$3,300.00**

**Stump grinding Gamewood Rd, Gaping Rock Rd**

Mike Andrews explained that this is for stump removal and grinding for a large area on Gamewood Road, Gaping Rock Road & Cactus Road per Contract WWTP-357.

## **Done By Dunn General Contracting, Inc.**

**Invoice #Pay #9 – WWTP 352**

**Amount: \$110,658.00**

**Payment #9 for Contract WWTP-352**

Mr. Altmiller asked if this contract has been completed. Dr. Rajput replied that it has.

## **Roll Call on the Motion**

Mr. Altmiller	Aye
Mr. Chase	Aye
Mr. Glasson	Aye
Mrs. Murphy	Aye
Mr. Monahan	Abstain (Due to recent appointment)

Motion carried 4 Aye Votes 1 Abstention.

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## Public Participation

Mrs. Karen Petzold of 62 Tall Pine Lane addressed the Board stating that she and her husband are concerned about the brown drinking water. Mr. & Mrs. Petzold were assured that the water is not harmful. A discussion ensued with Dr. Rajput and the Board reassuring Mr. & Mrs. Petzold that the Authority is doing everything possible to eliminate this problem. Unfortunately, due to inclement weather, we will not be able to resume work until the weather breaks.

## Approval of the Board Meeting Minutes of December 15, 2015

### Questions/Comments

Mr. Altmiller had a question regarding the motion and subsequent Roll Call regarding the Water Treatment Plant – Discharge of Treated Water from WTP Sludge Dewatering System that was made. Mr. Altmiller asked why Mrs. Keyser abstained on this vote. Mrs. Magro briefly answered that Mrs. Keyser was not happy that for almost every project that needs a quote the same two (2) companies are usually on the list of quotes, and one of those companies is more than likely to be chosen for the job. Mr. Altmiller stated that when an abstention is made a reason should accompany it. Mr. Downey added that you do need an explanation for any abstention. Mrs. Margo stated that it will be corrected.

### Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to approve the Board Meeting Minutes of December 15, 2015 with the correction.

### Roll Call on the Motion

Mr. Altmiller	Aye
Mr. Chase	Aye
Mr. Glasson	Aye
Mrs. Murphy	Aye
Mr. Monahan	Abstain (not on Board at the time)

Motion carried 4 Aye Votes – 1 Abstention

### Pretreatment Variances

No Pretreatment Variances were brought before the Board at this meeting.

### Managing Director's Report

Dr. Rajput stated that his report for this month is mainly for the Board's information; however, he did want to touch on a few items.

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## **Reports**

This time of year there are quite a few reports that need to be sent out. Dr. Rajput informed the Board that most of these reports have already been completed and are ready for transmission.

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

The Company wants thirty (30) days notification for testing which looks like sometime around the first week of March 2016.

## **Administration Building Extension**

Bid opening is scheduled for March 15, 2016. The results will be presented to the Board at the March meeting.

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

Mr. Downey reported that an executive session was held from 6:30 P.M to 7:00 P.M. at which time there were four (4) new Lawsuits the Board authorized Mr. Downey to handle regarding Easement Issues. Mr. Downey informed the Board that they have been filed. Mr. Downey went on to describe some of the dealings Mr. Smythe and the others have to go through in dealing with the easement issues such as guns being pulled, dogs being set loose, etc. In addition, two (2) on-going personnel matters were discussed.

## **Finance Manager's Report**

Mrs. Dunn, Finance Manager, reported that the Authority's bank balance as of January 28, 2016 is \$12,043,837.50 minus the committed project funds of \$3,295,471.28, bringing the balance to \$8,748,366.22.

## **Old Business**

There was no Old Business presented to the Board.

## **New Business**

Mr. Altmiller stated that it has been reported to the Board about some of the threats that are being made to the employees out on the Road Crew. If there are any threats made to any employees or even a hint of a threat, you are to report it to the police and make out a police

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report. It is bad enough when you go up to houses and you have some people pulling a gun on you or people whom see their dog on you. These properties should be noted in the event you need to go back for any reason and you take a police officer with you. It might drive the police crazy but our employee's safety is too important. Mr. Chase feels that insurance wise and definitely employee wise, if they are threatened, they should leave, call the police immediately, meet the police at the address and deal with what you need to deal with. Mr. Chase is asking that a notice be given to all employees that deal with the public reiterating the above. Dr. Rajput replied that he would take care of it.

## January 2016 Meeting

Mr. Chase asked the Board for a motion approving the advertisement of the January, 2016 meeting. It should have been voted on in December. Dr. Rajput did a straw vote and this will ratify that vote.

## Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to approve the advertisement of the January 2016 Board Meeting.

## Yearly Meetings

Mr. Monahan made a motion, seconded by Mrs. Murphy, to approve the advertisement of the yearly Board meetings. The meetings will remain the same, the 4<sup>th</sup> Thursday of each month unless that meeting date falls on a Holiday or inclement.

Motion carried unanimously

## Public Participation

At this time, Mr. Glasson welcomed Mr. Monahan back to the Board. I could not be happier that you are back. The entire Board echoed Mr. Glasson's sentiments.

## Adjournment

Mr. Altmiller made a motion, seconded by Mr. Glasson, to adjourn the Board meeting at 7:50 P.M.

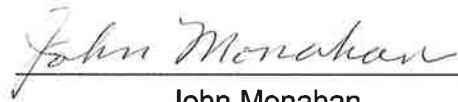
Motion carried unanimously.



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Respectfully submitted by:



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John Monahan  
Assistant Secretary

JK/dm  
DPM0094