

# *Lower Bucks County Joint Municipal Authority*

## *Board Meeting Minutes ~ June 23, 2016*

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, June 23, 2016 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

### **Executive Session**

An Executive Session was held from 6:00 P.M. to 6:55 P.M. Mr. Downey will advise during his report.

### **Call to Order**

Mr. Chase, Chairman, called the meeting to order at 7:00 P.M., which was followed by the Pledge of Allegiance and a moment of silence for all the men and women that put their lives on the line every day for the safety of our country.

### **Roll Call**

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

**Board Members Present:** James Chase  
Rich Altmiller  
Sandra Della-Croce  
John Monahan  
Joseph Glasson  
Cindy Murphy

**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  
Phil Smythe, Field Technician/Lift Station Supervisor  
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 June 2016 Accounts Payable as Presented to the Board

#### Motion

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

#### Questions/Comments

Mr. Altmiller questioned the following invoice(s)

##### **Scrappy's Auto Service**

Invoice S-9 Deductible

Amount: \$500.00

S-9 Deductible – Truck Repair

Dr. Rajput replied that an accident occurred. An open door of S-9 was caught on the outrigger of the backhoe while backing up.

##### **Rick's Expert Tree Service**

Invoice: #6 04/25/2016

Amount: \$15,625.00

Contract WWTP-364

Dr. Rajput explained that this is for Tree Trimming and Removal pertaining to the water main replacement/rehabilitation project.

##### **Bristol Township**

Mr. Altmiller questioned the voided check for \$101,337.60 made out to Bristol Township. One Invoice in the amount of \$8,444.80 was for Escrow/Engineering, Inspections and Administration, the other invoice in the amount of \$92,892.80 was for Escrow-Site Improvement.

Mrs. Dunn explained that this is for Contract A-312 Administration Office Addition and the voided check is for the Board's information.

Ms. Della-Croce questioned the following invoice(s)

##### **Hajoca Corporation**

Invoice #S017510801-007

Amount: \$51,779.70

2016 Water Main Replacement Program – Partial Materials

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Dr. Rajput explained that this is a partial order for the Water Main Replacement Project are being purchased under Contract WWTP-347.

**Lopez, Teodosio and Larkin**

Invoice #2015 Progress #5

Amount \$5,000.00

Audit of Financial Statement as of December 31, 2015

It was explained that it is for the Authority's Auditors

**Roll Call on the Motion**

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye
Mrs. Murphy	Aye

Motion carried unanimously

**Approval of the Board Meeting Minutes of May 26, 2016**

**Motion**

Mr. Altmiller made a motion, seconded by Mr. Glasson, to approve the Board Meeting Minutes of May 26, 2016.

**Roll Call on the Motion**

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye
Mrs. Murphy	Abstain due to absence

Motion carried 5 Aye votes – 1 Abstention

**Pretreatment Variances**

There were no Pretreatment Variances to present to the Board

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**Managing Director's Report**

**Contract WTP-371: Disposal of Liquid Sludge for the Water Treatment Plant**

Bids were received on June 14, 2015. Bid results are presented below:

		Russell Reid 200 Smith Street PO Box 130 Keasbey, NJ 08832	FRANC Environmental 321 Maple Ave Horsham, PA 19044
ITEM NO.	DESCRIPTION	BID PRICE per 1,000 gallons	BID PRICE per 1,000 gallons
1	For total solids content within the range of 1% - 3.0%	\$128.50	\$144.50
2	For total solids content within the range of 3.1% - 5.0%	\$128.50	\$144.50
3	For total solids content within the range of 5.1% - 6.0%	\$128.50	\$144.50
4	For total solids content within the range of 6.1% - 8.0%	\$145.00	\$160.00
5	For total solids content within the range of 8.1% - 10.0%	\$165.00	\$175.00
<b>Total Base Bid (Based on 5.1-6.0% Solids)</b>		<b>\$128.50</b>	<b>\$144.50</b>

Based on the above bid tabulation, it is recommended awarding Contract WTP-371: Disposal of Liquid Sludge for the Water Treatment Plant to Russell Reid located at 200 Smith Street, Keasbey, New Jersey 08832 for the unit base bid prices presented above. This is a three (3) year contract

**Motion**

Mr. Altmiller made a motion, seconded by Mr. Monahan, to award Contract WTP-371: Disposal of Liquid Sludge for the Water Treatment Plant for a period of three (3) years to Russell Reid located at 200 Smith Street, Keasbey, New Jersey 08832 for the unit base bid prices as presented in the bid tabulation above.

**Roll Call on the Motion**

Mr. Altmiller           Aye  
Mr. Chase               Aye  
Ms. Della-Croce       Aye  
Mr. Monahan           Aye  
Mr. Glasson            Aye  
Mrs. Murphy            Aye  
Motion carried unanimously

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## **Contract WWTP-370: Furnish and Supply New Kennedy Fire Hydrants, Valves and Pipe to Lower Bucks County Joint Municipal Authority**

Bid proposals were received on June 14, 2016 for the purchase of New Kennedy Fire Hydrants, Valves and Pipe for a period of one (1) year. Based on review of the bid proposal received, it is recommended awarding Contract WWTP-370: Furnish and Supply New Kennedy Fire Hydrants, Valves and Pipe for Lower Bucks County Joint Municipal Authority to Hajoca Corporation located in Lansdale, Pennsylvania per the unit base bid pricing presented in the bid tabulation for a period of one (1) year.

### **Motion**

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to award Contract WWTP-370: Furnish and Supply New Kennedy Fire Hydrants, Valves and Pipe for Lower Bucks County Joint Municipal Authority to Hajoca Corporation located in Lansdale, Pennsylvania per the unit base bid pricing presented in the bid tabulation for a period of one (1) year.

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

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye
Mrs. Murphy	Aye

Motion carried unanimously

## **Contract WWTP-359: Furnish and Install One (1) Sludge Dewatering Centrifuge at the Wastewater Treatment Plant**

Bids were received on June 21, 2016 for the above contract. The contract is a part of this year's Capital Improvement Budget. Based on review of the bids received, it is recommended awarding Contract WWTP-359: Furnish and install One (1) Sludge Dewatering Centrifuge at the Wastewater Treatment Plant to Eastern Environmental Contractors, Inc., located at 6304 Fifth St, Green Lane, Pennsylvania 19054 for the total base amount of \$1,379,970.00

### **Motion**

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to award Contract WWTP-359: Furnish and Install One (1) Sludge Dewatering Centrifuge at the Wastewater Treatment Plant to Eastern Environmental Contractors, Inc., located at 6304 Fifth St, Green Lane, Pennsylvania 19054 for the total bas amount of \$1,379,970.00

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

Mr. Altmiller           Aye  
Mr. Chase               Aye  
Ms. Della-Croce       Aye  
Mr. Monahan           Aye  
Mr. Glasson             Aye  
Mrs. Murphy           Aye  
Motion carried unanimously

### **Contract WWTP-366: Furnish and Deliver Three (3) Grinders for the Wastewater Pump Stations**

Bids were received on June 21, 2016 for the above contract. After review of the bid document, it is recommended awarding Contract WWTP-366: Furnish and Deliver Three (3) Grinders for the Wastewater Pump Stations to Franklin Miller, Inc., 60 Okner Parkway, Livingston, N.J. 07039 for their total base bid amount of \$140,600.00.

### **Motion**

Mr. Altmiller made a motion, seconded by Mr. Glasson, to award Contract WWTP-366: Furnish and Deliver Three (3) Grinders for the Wastewater Pump Stations to Franklin Miller, Inc., 60 Okner Parkway, Livingston, N.J. 07039 for their total base bid amount of \$140,600.00.

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

Mr. Altmiller           Aye  
Mr. Chase               Aye  
Ms. Della-Croce       Aye  
Mr. Monahan           Aye  
Mr. Glasson             Aye  
Mrs. Murphy           Aye  
Motion carried unanimously

### **Replacement of S-19 Field Pickup Truck**

At the March 24<sup>th</sup> Board Meeting, the Board approved the purchase of a new 2016 Ford F-250 in an amount not to exceed \$29,672 to replace the existing S-19 Field Department vehicle under PACOSTAR CONTRACT #25-006. When the dealer was contacted, we were informed that they no longer have the 2016 model. The Authority obtained a new quotation for a 2017 Ford Super Duty F-250 SRW under the same contract. The quoted price of \$30,187.00 is \$515.00 higher than the original price approved by the Board. In addition, we have also received a quotation prepared by Steven Shott of U.S. Municipal, under PA CoStar Contract No. 25-019 to furnish and install an 8-inch Western Snowplow in an amount not to exceed \$5,885.00.

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The new purchase price for the vehicle with the snowplow is \$36,072.00. Dr. Rajput is requesting Board approval to purchase the above vehicle including the snowplow for a price not to exceed \$37,000.00.

### Motion

Mr. Glasson made a motion, seconded by Ms. Della-Croce, granting permission to Dr. Rajput to purchase a 2017 Ford Super Duty F-250 SRW under the same PACOSTAR CONTRACT #25-006 in the amount not to exceed 37,000.00.

### Roll Call on the Motion

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye
Mrs. Murphy	Aye

Motion carried unanimously

### Ferric Chloride Tank Replacement at the Water Treatment Plant

Dr. Rajput is requesting Board approval to replace the existing Ferric Chloride Tank with a new 12,000-gallon FRP Tank from Justin Tanks, LLC., located in Georgetown, Delaware. The Authority has been working with Design Plastic Systems, Inc., who provides specialized professional services of the PADEP certified above ground storage tank installation and above ground storage tank certification services for the RPF tank selection and installation services. Based on the quotation received for the basic tank, the cost is \$18,203.00; this does not include the cost of the ladder, railing at the top of the tank, level indicator, transportation, installation, removal and disposal of the existing tank. The estimated cost of transportation is approximately \$1,810.00. The authority is also waiting to receive a proposal for the ladder, railing at the top of the tank, level indicator, transportation, installation, removal and disposal of the existing tank, which could cost approximately \$35,000.00. The estimated fee for professional services for the PADEP certified above ground storage tank removal and installation is approximately \$15,000.

### Motion

Mr. Altmiller made a motion, seconded by Mr. Monahan, granting permission to Dr. Rajput to replace the existing Ferric Chloride Tank with a new 12,000-gallon FRP Tank from Justin Tanks, LLC, located in Georgetown, Delaware. The basic tank cost of \$18,203.00, an estimated cost of \$1,810.00 for the ladder, railing at the top of the tank, level indicator, transportation, installation, removal and disposal of the existing tank. An estimated cost for transportation of approximately \$1,810.00 and a proposal for the ladder, railing at the top of the tank, level indicator, transportation, installation, removal and disposal of the existing tank, with an approximate cost of \$35,000.00 And the estimated fee for professional

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services for the PADEP certified above ground storage tank removal and installation is approximately \$15,000.

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

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye
Mrs. Murphy	Aye

Motion carried unanimously

### **Manor Elementary School – Water Line**

The Authority has received verbal permission from Pennsbury School District to run an eight (8) inch water main through their property at Manor Elementary School and grant an easement of 20 feet to the Authority for access and maintenance of the water main. The School District would like the Authority to draw up a draft easement agreement. The Authority understands that since we still do not know the exact location of the proposed water main, we will finalize plans after the installation is completed and also finalize the easement agreement and recording of said easement. The Authority will need to cross Penn Valley Road, which is a State Road. Per PENNDOT requirements, the Authority will need to use a directional drilling for the road crossing, the cost should be approximately \$15,480.00. This project will eliminate two (2) dead ends and will help solve rusty water problems at the school as well as to those customers whose water service lines are connected. The work should be completed prior to the opening of the school year. Dr. Rajput is requesting Board approval to proceed with the bid from AmeriDrill, Inc., for the Horizontal Directional Drilling Project at Penn Valley Road not to exceed \$16,000.00

### **Motion**

Mr. Altmiller made a motion, seconded by Mr. Glasson, granting permission to Dr. Rajput to proceed with the bid from AmeriDrill, Inc., for the Horizontal Directional Drilling Project at Penn Valley Road not to exceed \$16,000.00.

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

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye
Mrs. Murphy	Aye

Motion carried unanimously



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### **Assistant Superintendent Position at the Water Treatment Plant**

The position of Assistant Superintendent at the Water Treatment Plant was posted; four (4) employees signed the posting. Based on interviews, experience and qualifications, Dr. Rajput is recommending awarding this position to Michael Hoelzle for a base salary of \$60,000.00 with a 90 day probationary period.

### **Motion**

Mr. Altmiller made a motion, seconded by Mrs. Murphy, accepted the recommendation of Dr. Rajput to award the position of Assistant Superintendent at the Water Treatment Plant to Michael Hoelzle for a base salary of \$60,000.00 with a 90 day probationary period.

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

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye
Mrs. Murphy	Aye

Motion carried unanimously

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

The above contract was advertised and bid opening is scheduled for June 21, 2016. Bid results and recommendations will be presented to the Board at the June 23<sup>rd</sup>. Board Meeting.

### **Contract WWTP 366: Furnish and Deliver Three (3) Grinders for the Wastewater Pump Stations**

The above contract was advertised and bid opening is scheduled for June 21, 2016. Bid results and recommendations will be presented to the Board at the June 23<sup>rd</sup>. Board Meeting.

### **2015 Annual Water Quality Report – Consumer Confidence Report**

The 2015 Annual Water Quality Report is completed and is posted on the Authority's website.

### **DRBC Docket Renewal for the Wastewater Treatment Plant**

Notification was received from DRBC regarding renewal of the permit docket for the Wastewater Treatment Plant. The docket is scheduled to expire October 30, 2016. Preparations are underway for the renewal application.

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## **Water Treatment Plant Laboratory Accreditation Renewal**

Preparations are underway for the annual Laboratory Accreditation Renewal Application for the Water Treatment Plant.

## **Water Allocation Permit Compliance Report**

Preparations are underway for the annual Water Allocation Compliance Report for the reporting year of 2015.

## **NPDES Permit Renewal for the Water Treatment Plant**

Notification was received from the PADEP regarding renewal of the NPDES permit for the Water Treatment Plant. This permit is due to expire on May 31, 2017.

## **NPDES Permit Renewal for the Wastewater Treatment Plant**

Notification was received from the PADEP regarding renewal of the NPDES permit for the Wastewater Treatment Plant. This permit is due to expire on October 31, 2017.

## **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**

This project has been completed and the Duo Deck Floating Cover and Gas Recirculation System on the Anaerobic Digester No. 2 is operational.

## **Water and Wastewater Systems**

The average drinking water supplied for the month of May 2016 was approximately 9.0 MGD. The average effluent flow for the month of April 2016 from the Wastewater Treatment Plant was approximately 5.95 MDG.

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

Mr. Downey reported that an executive session was held from approximately 6:00 P.M to 6:55 P.M. P.M. at which time personnel matters were discussed as well as pending/on-going litigation, and Potential Collective Bargaining Negotiations. Mr. Downey then deferred to Mr. Chase to appoint a committee for the upcoming Collective Bargaining Negotiations.

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Mr. Chase named the following Board Directors to the committee:

- Jim Chase
- Rich Altmiller
- Cindy Murphy
- Joe Glasson (Alternate)

### Finance Manager's Report

Mrs. Dunn, Finance Manager, reported that the Authority's bank balance as of June 23, 2016 is \$12,529,819.95 minus the committed project funds of \$3,925,258.97, bringing the balance to \$8,604,560.98.

### Old Business

There was no Old Business presented to the Board.

### New Business

Mr. Altmiller wanted to make a motion to increase the salary of the Authority's Solicitor, James A. Downey, III from \$150.00 to \$175.00. Mr. Altmiller added that over the years Mr. Downey has saved the Authority quite a bit of money. Mr. Altmiller asked Mr. Downey when the last time he received an increase with Mr. Downey replying ten (10) years. Mrs. Murphy added that his reports are always very detailed.

### Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to increase the salary of the Authority's Solicitor, James A. Downey, III from \$150.00 to \$175.00.

### Roll Call on the Motion

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mr. Monahan	Aye
Mr. Glasson	Aye
Mrs. Murphy	Aye
Motion carried unanimously	

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## Retirees - Job Postings

### Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, granting permission to Dr. Rajput that when positions of employees that have retired become effective, Dr. Rajput can post said position. Motion carried unanimously.

## July/August 2016 Board Meetings

### Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to cancel the Board Meetings for July and August 2016. The next scheduled Board Meeting will be Thursday September 22, 2016. The cancellation of the July and August Board Meetings are to be advertised in the Bucks County Courier Times, on the Authority's website and a posting on the front door of the Administration Office.

## Public Participation

Mike Nye of the Indian Creek Section and who is also on the Bristol Township Environmental Advisory Council and a member of GOAL, wanted to thank Dr. Rajput for taking him and other members of GOAL on a tour of the Authority's Wastewater Treatment Plant, it was very informative.

## Adjournment

Mr. Altmiller made a motion, seconded by Mr. Glasson, to adjourn the Board meeting at 7:30 P.M. Motion carried unanimously.

Respectfully submitted by:

  
Sandra Della-Croce  
Secretary

DM/  
DPM00102