

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ November 22 2016

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Tuesday November 22, 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 6:45 P.M. Mr. Downey will advise during his report.

Call to Order

Mr. Chase, Chairman, called the meeting to order at 7:05 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

Mr. Chase, Chairman took roll call as follows:

Board Members Present:

James Chase
Rich Altmiller
Sandra Della-Croce
Cindy Murphy
John Monahan
Joseph Glasson

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
Mike Hoelzle, Assistant Superintendent
Phil Smythe, Field Technician/Lift Station Supervisor
Mike Andrews, Engineering Assistant
Bob Serpente, Consulting Engineer

Thanksgiving Treats

Ms. Della-Croce was once again kind enough to bring some delicious goodies for everyone to enjoy.

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Public Participation

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

Approval of the November 2016 Accounts Payable as Presented to the Board Directors.

Motion

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

Questions/Comments

Ms. Della Croce questioned the following invoice(s)

A.V. Construction, Inc.

Three (3) invoices

Amount: \$11,950.00

Roof repairs for Chlorine Bldg., Potassium Shed & Meter Shop

Dr. Rajput replied that this was roof repairs to the above buildings. Mr. Altmiller questioned if it was a bid project, Fred Walcott, Superintendent at the Water Treatment Plant replied that it was not a bid project, but we did received three (3) quotes. Mr. Altmiller then asked if A.V. Construction was the lowest bid. Fred Walcott replied that the lowest bidder was to do the work in November then informed us that he would not be able to come until sometime in January. A.V Construction was the next lowest bidder.

Aqua Pennsylvania

Invoice Various Invoices

Amount: \$1,524.00

Required testing 10/3/2016 & 10/4/2016

Dr. Rajput replied that the Authority receives water for the Laurel Bend Pump Station from Aqua and they require testing.

Custom Aire

Invoice#: 047494

Amount: \$3,456.12

Emergency Repair to rusted gas pipes.

Fred Walcott explained that this was an emergency where PECO had to come out and turn the gas off to the building.

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Environmental Service & Equipment Co., Inc.
Invoice #: 9483
Amount: \$3,138.42
Emergency Repair to Plt Chlorinator on 10/05/2016.

Dr. Rajput explained that this was an emergency repair to the Chlorinator at the Wastewater Treatment Plant.

Rumsey
Invoice # S4984879.001
Amount: \$13,835.00
Transformer and Parts install power at LD Davis Building.

Dr. Rajput explained that a transformer was needed to provide electricity to the LD Davis Building

John Feher Concrete Construction LLC
Invoice #: Various
Amount Total: \$86,729.87
Payments #6; 7 & 8 for Contract WWTP 365
Restoration of Concrete Sidewalks, Driveways Aprons, Curbs & Sites affected by Water Main Breaks

Dr. Rajput explained that this is for the Water Line Replacement Program.

Roll Call on the Motion

Mr. Chase	Aye
Mr. Altmiller	Aye – Abstain on Dumack Engineering
Ms. Della-Croce	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye
Mr. Glasson	Abstain due to absence as the last Board Meeting

Motion carried 5 Aye Votes – 1 Abstention

Approval of the Board Meeting Minutes of October 27, 2016

Motion

Mrs. Murphy made a motion, seconded by Mr. Monahan, to approve the Board Meeting Minutes of October 27, 2016 as presented.

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Roll Call on the Motion

Mr. Chase	Aye
Mr. Altmiller	Aye
Ms. Della-Croce	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye
Mr. Glasson	Abstain due to absence as the last Board Meeting

Motion carried 5 Aye Votes – 1 Abstention

2017 Commercial Insurance Renewal/Presentation

Dr. Rajput informed the Board that the Authority has received two (2) Commercial Insurance quotations, JM Patton Associates and Vaughan Insurance Co. after meeting with both companies, it is our recommendation to accept the quotation from JM Patton Associates as they better meet the Authority's requirements, this is why I invited only JM Patton to present their proposal to the Board.

Marty Wilson, of JM Patton Associates gave a proposal presentation for the 2017 Insurance Policy Coverage for the Authority.

Christine Vaughan, of Vaughan Insurance Managers gave a proposal presentation for the 2017 Insurance Policy Coverage for the Authority.

After the presentations and discussion, the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mr. Monahan, to approve the 2017 Insurance Policy Coverage presented by Marty Wilson of JM Patton Associates effective date to be January 1, 2017.

Roll Call on the Motion

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

Motion carried 5 Aye Votes – 1 Abstention

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Pretreatment Variances

1. Wendy's Restaurant – 1419 E. Lincoln Highway, Levittown – Permit #F112-2015 (07/22/2015 – 07/21/2016)
2. 1151 Oxford Valley Road, Levittown. Permit #F017-2015 (12/01/2015 – 11/30/2016)

Lisa Hufford, Manager for Wendy's Restaurant at both locations listed above informed the Board that both locations have been tested. Dr. Rajput informed Ms. Hufford that it is important she keep in contact with Mrs. Wallover, Pretreatment Coordinator regarding testing as well as any other issues pertaining to these locations.

After further discussion, the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to table any decision regarding Wendy's Restaurants located at 1419 E. Lincoln Highway and 1151 Oxford Valley Road until the December Board Meeting.

Roll Call on the Motion

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

Motion carried unanimously

Porfirio's II Pizza & Pasta – 935 Veterans Highway, Levittown – Permit # F135-2015 (07/09/2015 – 07/08/2016)

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to table any decisions until the December Board Meeting due to no one being present from this establishment.

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Roll Call on the Motion

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

Managing Directors Report

Operating Budget and Capital Improvement Budget

Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy to table the vote on the Operating Budget and Capital Improvement Budget until the December Board Meeting in order to allow the Board sufficient time to review before voting.

Roll Call on the Motion

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

VFD (Variable Frequency Drive) High Service Pump #4 located at the Water Treatment Plant

Dr. Rajput informed the Board that the current pump is approximately 6 years old. This might not sound old, however they do get out dated quickly. Dr. Rajput is requesting Board approval to purchase a new VFD High Service Pump through CoStars not to exceed \$53,000.00. After further discussion, the following motion was made:

Motion

Mrs. Murphy made a motion, seconded by Ms. Della-Croce, approving the purchase of a new VFD High Service Pump to replace the existing VFD High Service Pump #4, not to exceed \$53,000.00 through CoStars.

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Worker's Compensation Renewal for 2017 through DVHT (Delaware Valley Health Trust)

Dr. Rajput is requesting Board approval for the renewal of the Authority's Worker's Compensation for 2017 through DVHT at a cost of \$127,990.00.

Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy to accept the renewal of the Authority's Worker's Compensation for 2017 through DVHT at a cost of \$127,990.00.

Roll Call on the Motion

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

Employee Christmas Gift

Each year the Board Directors are asked to approve a Christmas Gift Card, it is one way to thank the employees for a job well done. Dr. Rajput is requesting Board approval to give all employees a \$25.00 Christmas Gift Cards not to exceed \$1,800.00

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, approving the purchase of \$25.00 Christmas gift cards to give to the employees not to exceed \$1,800.00.

Roll Call on the Motion

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

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Contract WWTP-372: Furnish and Deliver Rock Salt for the 2016-2017 Season through Bucks County Consortium Salt Bid

A Notice of intent to Award has been issued to Morton Salt, Inc. Once all the required documents are received, they will be forwarded to Mr. Downey for review. This contract will run thru September 30, 2017.

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

All shop drawings have been reviewed and processed. Once all materials and equipment are received, the Contractor will install the monorail and hoist system. This project is being designed and managed in-house.

Water Quality Management Part II Permit Application for Installation of the Centrifuge System

The Water Quality Management Part II Permit Application and Engineer's Report has been completed and sent to the PADEP for the replacement of the existing Old Belt Press with a new advanced High Solid Sludge Dewatering Centrifuge.

Contract WWTP-369: Installation of Cured-In-Place Sanitary Sewer Lining in Various Locations – Phase V, LBCJMA Wastewater Collection System

Preparation of the technical specifications and contract documents for the above contract have been completed. Lining work of 2016 and 2017 are being combined under this phase. Included in this phase the Authority is planning to line a total of approximately 54,000 linear feet of 8 inch to 21 inch pipe. This is part of the Authority's ongoing Wastewater Collection System Rehabilitation. This contract has been advertised and the bid opening date is December 2016. Bid results will be presented at the December Board Meeting. This project is being designed and managed in-house.

Feasibility – Photoionization Demonstration – Pilot System for Odor Control

On October 24, 2016, approval was received for the requested demonstration (Rf) application from the PADEP. The demonstration pilot plant has been operational and performing well. On November 17, 2016, the PADEP technical staff of Air Quality will be visiting the site to observe the operation and performance of the pilot plant at the Kenwood Wastewater Pump Station. A representative of Ambio Biofiltration Ltd., manufacturer of the Photoionization pilot plant will also be at the site for the presentation and to answer any questions the PADEP may have.

Ferric Chloride Tank Replacement at the Water Treatment Plant

Installation of the new ferric chloride storage tank has been completed, also the required permit has been received from the PADEP. Soil sampling has been completed and the analytical results for total iron and chloride content have been received.

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The results show that the total iron and chloride content in the soil samples collected from the affected site are within the same range as that of the background soil samples. Per the requirements of the PADEP. On October 26, 2016, a Remedial Action Completion Report was submitted to the PADEP.

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

The shop drawings have been reviewed. The Contractor took all appropriate measurements required for fabrication.

Contract A-312: Administration Building Extension

Installation of the prefabricated metal building structure has been completed. The cement block walls are currently being installed.

NPDES Permit Renewal for the Water Treatment Plant

The required three (3) sampling events were completed. Once the results have been received, the permit renewal application will be completed and submitted to the PADEP.

Water and Wastewater Systems

The average drinking water supplied for October 2016 was approximately 9.44 MGD. The monthly average effluent flow from the Wastewater Treatment Plant for the month of September 2016 was approximately 5.02 MGD.

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

Mr. Downey reported that an executive session was held from 6:00 P.M. to approximately 6:45 P.M. Personnel matters were discussed. Also discussed was to the current negotiations for the Collective Bargaining Agreement was discussed. Negotiation meetings for the committees have been scheduled for November 29, 2016 and December 1, 2016. Also discussed was pending litigation concerning the outstanding tree removal loans and pending litigation concerning easement violations.

Finance Manager's Report

Mrs. Dunn, Finance Manager, reported that there have been no changes in employee status.

Old Business

There was no Old Business presented to the Board.

New Business

There was no Old Business presented to the Board.

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The Board wished all the employees a Happy Thanksgiving

Adjournment

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to adjourn the Board meeting at 8:02 P.M.
Motion carried unanimously.

Respectfully submitted by:



Sandra Della-Croce
Secretary

DM/
DPM109