

# *Lower Bucks County Joint Municipal Authority*

## *Board Meeting Minutes ~ July 23, 2020*

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday July 23, 2020 at the Authority's Administration Building located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

### Call to Order

Mr. Chase, Chairman, called the meeting to order at 7:06 P.M., which was followed by the Pledge of Allegiance, Mr. Chase asked everyone to take a moment to keep in mind the people that have given their all, to keep us safe every day.

### Roll Call

Mrs. Burnell took roll call as follows:

### Board Members Present:

Present                    James Chase  
                                  Joseph Glasson  
                                  Michele Hammar  
                                  John Monahan  
                                  Cindy Murphy

Absent:                    Michael Sidoti

Also, Present            Vijay Rajput, Ph.D., P.E., Managing Director/Director of Operations  
                                  Nancy Burnell, Meter Department Supervisor  
                                  Phil Smythe, Field Technician/ Lift Station Supervisor  
                                  Fred Walcott, Superintendent, Water Treatment Plant  
                                  James A. Downey, III, Solicitor

### Public Participation

There wasn't any public participation.

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### Approval of the July 23, 2020 Accounts Payable as Presented to the Board Directors

**Motion:** Mrs. Murph made a motion, seconded by Mrs. Hammar, to approve the July 23, 2020 Accounts Payable as Presented to the Board Directors.

#### Roll Call on the Motion\*

Mr. Monahan	Aye
Mr. Chase	Aye
Mrs. Hammar	Aye
Mrs. Murphy	Aye

\* Mr. Glasson abstained from any invoices to McIntyre Plumbing, Benjamin Franklin Plumbing & Glasson Enterprises

Motion carried unanimously

### Approval of the Board Meeting Minutes of June 25, 2020

**Motion:** Mr. Glasson made a motion, seconded by Mr. Monahan approving the Board Meeting minutes for June 25, 2020.

#### Roll Call on the Motion

Mr. Monahan	Aye
Mr. Glasson	Aye
Mr. Chase	Aye
Mrs. Hammar	Aye

\*Mrs. Murphy abstained from motion, was not present for June 25, 2020 meeting.

Motion carried unanimously.

### **MANAGING DIRECTOR'S REPORT**

Dr. Rajput reported that the work covered under the current Contract No. WWTP-394 involves furnishing and supplying Fire Hydrants, Pipes, Valves and Appurtenances (sleeves, bends, tees, repair clamps, repair bands etc.) to the Authority. This contract is due to expire on December 9, 2020.

There is a provision in the contract that the Authority reserves the right to extend the contract period for an additional one (1) year upon written agreement by both parties. In this regard, we have discussed this with the Contractor (Hajoca Corporation). They have offered to extend the contract for an additional year with the same terms and conditions and the same unit prices. Hajoca Corporation has been working well with us and their work is satisfactory. We would like to request the Board for its consideration to grant an extension of this contract No. WWTP-394 with Hajoca Corporation for another year under the same terms and condition of the current contract including unit prices or until December 9, 2021.

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**Motion:** Mrs. Murphy made a motion, seconded by Mr. Monahan approving an extension of the Contract No. WWTP-394 with Hajoca Corporation for another year or until December 9, 2021 under the same terms and condition including unit prices of the current contract.

### Roll Call on the Motion

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

Motion carried unanimously

Dr. Rajput reported that the following items are for information purposes:

1. CONTRACT NO. WTP-414: FURNISH AND SUPPLY CHEMICALS FOR LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY'S WATER TREATMENT PLANT

#### ITEM No.1: ZINC POLYPHOSPHATE

We are in a process of issuing a Notice of Intent to Award to the Contractor (Shannon Chemical Corporation) along with all contract documents for signature. Since Zinc Polyphosphate that is being proposed by the lowest bidder (Shannon Chemical Corporation) is equivalent to the one we have been using, we requested clarification from PADEP if the Authority will require PADEP approval for this equivalent product. Since it is an in-kind replacement, PADEP approval is not required. We will inform PADEP when we are ready to switch.

#### ITEM No. 2: FLUOROSILICIC ACID

Notice of Intent to Award has been sent to the Contractor (Univar USA, Inc.) along with all contract documents for signature.

#### ITEM No. 3: HYDRATED LIME

A Notice of Intent to Award has been sent to the Contractor (Greer Industries/Greer Lime Company) along with all contract documents for signature.

#### ITEM No. 4: HYDRATED LIME BAGS (50LB BAGS)

A Notice of Intent to Award has been sent to the Contractor (Greer Industries/Greer Lime Company) along with all contract documents for signature.

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### 2. CONTRACT NO. C-413: FURNISH AND SUPPLY CHEMICALS FOR LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY'S WATER AND WASTEWATER TREATMENT PLANTS

#### ITEM No. 1: CHLORINE:

Notice to Proceed has been issued to the Contractor (JCI Chemical).

#### ITEM No. 4: POTASSIUM PERMANGANATE:

Notice of to Proceed has been issued to the Contractor (Univar USA, Inc.).

#### ITEM No. 5: LIME SLURRY TREATMENT CHEMICAL - CALGON BLR-3715:

Notice to Proceed has been issued to the Contractor (George S. Coyne Chemical Co., Inc.).

#### ITEM No. 6: POWDERED ACTIVATED CARBON:

Notice to Proceed has been issued to the Contractor (Cabot Norit Americas, Inc.).

### 3.. CONTRACT NO. WWTP-410: FURNISH AND SUPPLY POLYMERS FOR SLUDGE THICKENING AND DEWATERING AT THE WATER & WASTEWATER TREATMENT PLANTS

Notice of Intent to Award was issued to the Contractor (Polydyne Inc.). We have received the required executed contract documents and all the required documents from the contractor. We will issue a Notice to Proceed as soon as we receive the required optimization polymer test report.

### 4.. PROJECT No. A-41: PURCHASE OF EMERGENCY GENERATOR FOR ADMINISTRATION BUILDING

We have received the submittals which we are currently reviewing. are waiting for finalized technical submittals from Cummings. Currently, we are scheduling the required work involving the extension of natural gas piping to the proposed generator pad, electrical conduit, and concrete pad. Work involving electrical conduit and excavation will be done in-house.

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### **5. CONTRACT NO. WTP-415: FURNISHING AND INSTALLATION OF PREFABRICATED METAL BUILDING/SHELTER FOR CHLORINE CYLINDER STORAGE AREA AT WATER TREATMENT PLANT**

We have informed Miller Building, Inc to proceed with the work. The contractor is in a process of submitting project schedule and site visit for inspection and measurements.

### **6. INFLUENT SAMPLING AND INFLUENT FLOW METERING**

In compliance with PADEP requirements, we have completed the relocation of Influent composite sampling. The relocated influent composite sampling system has been placed in full operation. It is determined that significant modification to the plant headwork including relocation of the existing 12-inch Force main to facilitate installation of influent metering.

### **7. WATER DISTRIBUTION SYSTEM MAINTENANCE PROGRAM: REHABILITATION/REPLACEMENT OF EXISTING WATER MAINS - PHASE 5**

Under the ongoing Phase 5 of our water main replacement project, we have completed replacement of approximately 1000 feet of 8 inch of water main on Gun Road; approximately 2000 feet of 6 inch water main on Ivy Hill Road, Inwood Road and Inland Road; and approximately 130 feet of 6 inch water main on Vista Road. We are currently reviewing the existing records on Water main breaks and problems to prioritize water main replacement location. All this replacement work was completed in-house.

### **8. PRETREATMENT PROGRAM - HEAD WORK LOADING/LOCAL LIMIT EVALUTION**

We are continuing to work on our head work loading/local limit evaluation as per USEPA review comments. As per the EPA requirement's Pretreatment Coordinator is working on this Headwork Analysis/entering all the required data in USEPA Headwork analysis program. I will review the draft analysis once I receive it from the Pretreatment Coordinator, Susan Wallover. Due date for submission of this analysis is August 30, 2020.

### **9. CONTRACT WWTP-407A: FURNISH AND DELIVER TWO {2} AUTOMATIC CENTER FLOW FINE SEWAGE SCREENING SYSTEMS WITH TWO {2} WASHING COMPACTOR SYSTEMS UNDER THE COSTARS CONTRACT NO. 016-123 {CAPITAL IMPROVEMENT PROJECT}**

We have reviewed the revised resubmittals of technical specifications/shop drawings and approved. The Contractor has started manufacturing/fabrication of Screens and Washing Compactor. The contractor has submitted finalized engineering drawings and sent AUTOCADD drawings.

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### 10. CONTRACT WWTP-407B: INSTALL TWO {2} AUTOMATIC FINE SEWAGE SCREENING SYSTEMS WITH TWO {2} WASHING COMPACTORS {CAPITAL IMPROVEMENT PROJECT}

We are continuing preparation of bid/contract document for installation of the screening and washing compactor systems being purchased under the COSTARS Contract. We are planning to invite bid proposal during the month of August-September 2020.

### 11. LOOPING EXISTING WATER MAIN ON DOLPHIN ROAD TO THE EXISTING WATER MAIN ON SNOWBALL DRIVE

This project has been put on hold due to the current pandemic situation. However, we are continuing to work on PENNDOT permitting. This project will be scheduled with AmeriDrill, Inc. for the horizontal directional drilling as soon as the current situation is normal and all required permitting is obtained.

### 12. CONTRACT WWTP-401: REPLACEMENT OF EXISTING CHLORINATION SVSTEM WITH ULTRAVIOLET (UV) DISINFECTION SYSTEM AT THE WASTEWATER TREATMENT PLANT (CAPITAL IMPROVEMENT PROJECT)

We are continuing to review and prepare technical specifications and contract bidding documents for the purchase and installation of the UV Disinfection System for the replacement of the existing chlorine disinfection system. This work is being done in-house.

### 13. PROJECT WWTP-190: WASTEWATER TREATMENT PLANT SCADA SYSTEM UPGRADE

We are continuing our required ongoing upgrade/retrofit of the existing PLCs and SCADA System at the wastewater treatment plant. We have already received the required VFDs and PLCs to replace the existing VFDs and PLCs for the return activated and waste activated sludge system.

### 14. DO PARTNERSHIP FOR THE DELAWARE ESTUARY

We attended a virtual meeting on DO Partnership for the Delaware Estuary held on July 10, 2020. The main purpose of this meeting was to discuss Early action plan/guidance document and communication with DRBC. We have also received draft Nitrogen Reduction Cost Estimation Study report/ Technical Memorandum containing the plant specific cost estimates and cost estimate for achieving three different effluent levels for ammonia nitrogen reduction and one effluent level for total nitrogen for twelve (12) Wastewater Treatment Plants including the Authority's Wastewater Treatment Plant that discharge to the lower Delaware River (prepared for DRBC by its consultant). We are

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currently reviewing this. As per this report, estimated preliminary total present worth cost is from 27 to 97 Million dollar depending upon effluent Ammonia Nitrogen and Total Nitrogen discharge concentration standard/ limit.

### **15. 2020 AVAILABLE OPERATOR REPORTS FOR WATER AND WASTEWATER TREATMENT PLANTS**

As per the requirements of PADEP, the required available Operator Reports were prepared and submitted to PADEP along with the Chapter 302 annual service Fees for our Wastewater System and Water System.

### **16. COVID-19**

We are continuing to implement and are practicing all the required precautionary and preventive measures. We are happy to report that, to date, we are all doing well and maintaining the required operations of our water and wastewater systems.

### **17. WATER AND WASTEWATER SYSTEMS**

The average daily drinking water supplied for the month of June 2020 was approximately 7.62 MGD. The monthly average effluent flow from the wastewater treatment plant for the month of May 2020 was approximately 7.12 MGD. Both Water and Wastewater Treatment Plants are operating and performing well.

### **August 27, 2020 Board Meeting**

Dr. Rajput requested the August 27, 2020 Board Meeting be canceled.

**Motion:** Mrs. Murphy made a motion, seconded by Mr. Glasson approving the cancelation of the August 27, 2020 Board Meeting minutes for June 25, 2020.

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

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

Motion carried unanimously

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### **November and Decembers Board Meetings**

Dr. Rajput requested changing November and Decembers Board Meetings from November 26, 2020 to November 17, 2020 and December 24, 2020 to December 15, 2020 due to conflict with Thanksgiving and Christmas Eve holidays.

**Motion:** Mrs. Murphy made a motion, seconded by Mr. Monahan approving the rescheduling of the Board Meetings for November and December 2020.

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

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

Motion carried unanimously

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

Mr. Downey reported that an Executive Session was held from approximately 6:35 P.M. to 7:05 P.M. during which time litigation and personnel matters were discussed.

### **Litigation**

Case #686 C-D 2020 - index in the Commonwealth Court of Pennsylvania, pending an appeal. (Easement Issue)

Case #2101-2019 - indexed in the Bucks County Court of Common Pleas, on July 6, 2020 customer was given 90 days to clear property of easement issues.

### **Finance Manager's Report**

Mrs. Dunn was not present for meeting; Dr. Rajput presented the finance report to the Board of Directors.

### **Old Business**

There was no Old Business brought before the Board.



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### New Business

Mr. Chase thanked Mr. Smythe, Field Technician, for the work he performs for the Authority.

### Adjournment

Mr. Glasson made a motion, seconded by Mrs. Murphy, to adjourn the Board meeting at 7:22 P.M.

Motion carried unanimously.