

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ November 23, 2021

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Tuesday, November 23, 2021, at the Authority's Administration Building located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

Call to Order

Mr. Glasson, Chairman, called the meeting to order at 7:01 P.M., which was followed by the Pledge of Allegiance. Mr. Glasson asked everyone to take a moment for all those who keep us safe every day.

Roll Call

Mrs. Burnell took roll call as follows:

Present: Michele Hammar
Joseph Glasson
James Chase
Cynthia Murphy
Michael Sidoti

Absent: John Monahan

Also Present: Vijay S. Rajput, Ph.D., P.E., Managing Director/Director of Operations
Phil Smythe, Field Technician/LS Supervisor
Mike Andrews, WWTP Manager/ Engineering Assistant
Nancy Burnell, Meter Department Supervisor
Colleen Dunn, Finance Manager
James A. Downey, III, Esquire, Solicitor

Public Participation

Mr. Michael Nye, of Indian Creek Section in Levittown stated that he would like to see the Authority publish something to keep their customers informed to what the Authority is doing during the summer months the Board of Directors do not meet. Mr. Nye inquired about a State Ethics investigation. The Board of Directors responded that currently they do not have any information pertaining to timeline for the investigation. Mr. Nye complimented the Authority on being well managed and it will be nice to have a newsletter informing the customers about many good projects that the Authority is doing.

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Approval of the November's 2021 Accounts Payable

Motion: Mr. Chase made a motion, seconded by Mrs. Hammar to approve November's 2021 Accounts Payables as presented to the Board Directors.

Roll Call on the Motion

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

Motion carried unanimously.

* Mr. Glasson abstained from any invoices to McIntyre Plumbing, Benjamin Franklin Plumbing & Glasson Enterprises for the year 2021.

Approval of the October's 2021 Board Meeting Minutes

Motion: Mrs. Murphy made a motion, seconded by Mr. Sidoti, to approve October's 23, 2021, Board Meeting Minutes.

Roll Call on the Motion

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

Motion carried unanimously.

Mr. Glasson said that the auditors will be presenting their audit report at the December 21, 2021, meeting.

Managing Directors Report

ELECTRIC SUPPLY AGREEMENT

Dr. Rajput stated that electric supply contract with Constellation NewEnergy, Inc. is due to expire on January 5, 2022. Therefore, we have started researching market conditions and costs for electric supply for the Authority. We have started working with representatives of Constellation NewEnergy, Inc. regarding the current electric supply market condition and proposal for electricity supply on the standard fixed price basis. Based on our preliminary discussion with representative of Constellation NewEnergy, market grid pricing on November 2, 2021, was \$0.06044/KWH for a two-year contract

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(fixed price). As expected, this price fluctuates from day to day depending upon market conditions. Therefore, we need to watch the market and lock in the electric supply price when we believe it is low (in our best judgement) considering market trend. In this regard, we would like to request Board approval/authorization to work with Constellation Company or any other qualified supplier and lock in the price and execute the required agreements for electricity supply for a duration of one or two years depending upon pricing.

Motion: Mrs. Murphy made a motion, seconded by Mr. Chase, for Board authorizing Dr. Rajput, Managing Director to work with Constellation Company or any other qualified supplier and lock in the price and execute the required agreements for electricity supply for a duration of one or two years depending upon pricing.

Roll Call on the Motion

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

Motion carried unanimously.

Dr. Rajput stated that the following items of his report are for the Board information and updates:

AUDIT FOR 2019: FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

Dr. Rajput reported that **BBD, LLC** (Auditor for the Authority) has completed the audit for the years ending December 31, 2019, and 2018. BBD will be presenting their audit report at the December board meeting instead of November Board Meeting.

2022 OPERATING BUDGET

Dr. Rajput stated the proposed draft Operating Budget for 2022 has been distributed for the Board's review.

DRBC – DATA FOR DRBC NITROGEN REDUCTION COST ESTIMATION & SOCIAL AND ECONOMIC EVALUATION

Dr. Rajput reported that in compliance with the DRBC resolution No. 2021-5, the request data pertaining a nitrogen Reduction Cost Estimation Study and the social and economic evaluation were submitted to DRBC.

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CONTRACT WWTP-428: DISPOSAL OF DEWATERED SLUDGE FROM THE AUTHORITY'S WASTEWATER TREATMENT PLANT

Dr. Rajput has sent a Notice of Intent to Award to Waste Management along with all contract documents for signature. In this regard, we have received all the required executed documents, insurance certificate and bonds.

CONTRACT WTP-429: DISPOSAL OF DEWATERED SLUDGE FROM THE AUTHORITY'S WATER TREATMENT PLANT

Dr. Rajput has sent a Notice of Intent to Award to Waste Management along with all contract documents for signature. In this regard, we have received all the required executed documents, insurance certificate and bonds.

CONTRACT WWTP-430 – FURNISH AND SUPPLY NEW KENNEDY FIRE HYDRANTS, VALVES AND PIPE TO LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY, LEVITTOWN, BUCKS COUNTY, PENNSYLVANIA

Dr. Rajput has sent a Notice of Intent to Award to Hajoca Corporation along with all contract documents for signature. In this regard, we have received all the required executed documents, insurance certificate and bonds.

CONTRACT WTP-431: FURNISH AND SUPPLY FERRIC CHLORIDE TO WATER TREATMENT PLANT

Dr. Rajput has sent Notice of Intent to Award to Kemira Water Solutions, Inc. along with all contract documents for signature. In this regard, we have received all the required executed documents, insurance certificate and bonds.

PUBLIC WATER SUPPLY PERMIT FOR DESIGNATION OF TREATMENT SEGMENTS

Dr. Rajput reported that the final report on the Tracer study conducted at the Water Treatment Plant on July 27th and July 28th was submitted to PADEP along with PADEP required completed Request of Designation of Treatment Segments for Calculation of 1.0-Log Giardia Inactivation based on this Tracer Study data. PADEP found this Tracer Study report is acceptable and as a result a Public Water Supply Permit No. 0921501 for Designation of Treatment Segments for Calculation of 1-0-Log Giardia Inactivation at the Authority's Surface Water Treatment Plant was issued on October 27, 2021.

INSTALLATION OF PREFABRICATED METAL BUILDING/SHELTER FOR CHLORINE CYLINDER STORAGE AREA AT WATER TREATMENT PLANT

Dr. Rajput reported installation of the metal building/shelter for chlorine cylinder storage is completed and currently working on installing the required door, chlorine sensor, alarm, and exhaust fan as per the requirements of USEPA.

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CONTRACT WWTP-419: REPLACEMENT OF EXISTING ODOR CONTROL WET CHEMICAL SCRUBBER WITH NEUTRALOX® PHOTOIONIZATION SYSTEM AT KENWOOD WASTEWATER PUMP STATION

Dr. Rajput reported they are continuing working on installing the required piping and electrical conduit/wiring. The delay in installation of the piping is mainly due to long lead times on some material including pipe. Our anticipated date of installation completion is October 28, 2021. Once all installation work is completed, we will schedule startup of Photoionization system with the supplier of the system.

CONTRACT WTP-418: REPLACEMENT OF FILTER MEDIA AT WATER TREATMENT PLANT

Dr. Rajput reported they are continuing to work on compiling the required information for preparation of technical specifications and contract documents for the replacement of existing media of the existing four high-rate dual media filters for bidding process.

COVID-19

We are continuing to implement and practice all required precautionary and preventive measures and maintaining the required operations of our water and wastewater systems.

WATER AND WASTEWATER SYSTEMS

The average daily drinking water supplied for the month of October was approximately 6.13 MGD. This is of lowest monthly average water demand we have observed. The monthly average effluent flow from the wastewater treatment plant for the month of September was approximately 8.62 MGD.

CHRISTMAS

Dr. Rajput requested the Boards approval of monies for Christmas luncheons and gift cards. The amounts will be the same as 2020 for luncheons and \$25.00 gift cards for employees.

Motion: Mr. Chase made a motion, seconded by Mr. Murphy, to approve monies for departments' Christmas luncheons and \$25.00 gift cards.

Roll Call on the Motion

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

Motion carried unanimously.

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

There was an executive session from 6:00 pm. to 7:00 pm. at which time personnel and litigation matters were discussed.

Finance Manager's Report

Mrs. Dunn reported the Authority is doing well and submitted her financial report to the Board of Directors for informational purposes.

Old Business

Mr. Sidoti inquired about an employee who has been out of work for a great length of time, Mrs. Dunn explained he sustained a severe injury.

New Business

There was no New Business brought before the Board.

Adjournment

Mr. Chase made a motion, seconded by Mrs. Murphy, to adjourn the Board meeting at 7:20 p.m.

Motion carried unanimously.

Respectfully submitted by:

Cynthia Murphy
Secretary