

**LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY  
BOARD MEETING MINUTES  
March 25, 2010**

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, March 25, 2010 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania, 19055.

**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.

**Roll Call**

Mrs. DeRosier, Secretary, took roll call as follows:

Board Members Present: Edmund Armstrong  
Susan DeRosier  
James Chase  
Anthony Verduci  
John Monahan

Board Member(s) Absent: Edward Czyzyk

Also Present: Vijay Rajput, Managing Director  
Pat Koszarek, Finance Director  
Gary Tosti, Plant Manager  
Phil Smythe, Field Technician  
Vince Capaldi, Superintendent, WTP  
Mickey Perrone, Asst. Superintendent, WTP  
Nancy Burnell, Supervisor, Meter Department  
James A. Downey III, Esquire  
Robert Serpenti, Consulting Engineer

**Public Participation**

At this time there was no one in the public who wished to address the Board at this time.

**Approval - Payment of February 2010 Accounts Payable as Presented to the Board of Directors**

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Monahan, to approve the payment of the February 2010 accounts payable as presented to the Board of Directors.  
Motion carried unanimously.

**Approval - Payment of March 2010 Accounts Payable as Presented to the Board of Directors**  
**Motion**

Mr. Armstrong made a motion, seconded by Mr. Monahan, to approve the payment of the March 2010 accounts payable as presented to the Board of Directors.  
Motion carried unanimously.

**Approval of the January 28, 2010 Minutes as Presented to the Board of Directors**  
**Motion**

Mr. Monahan made a motion, seconded by Mr. Verduci, to approve the January 28, 2010 minutes as presented to the Board Directors.  
Motion carried unanimously.

**Managing Director's Contract**

Mr. Verduci made a motion, seconded by Mr. Armstrong, to approve the contract for the Managing Director, Dr. Vijay Rajput, Ph.D., P.E., as presented to the Board Directors.  
Motion carried unanimously.

**Pretreatment Variances**

Ms. Wallover reported on the following:

**Tony's King of Pizza - 149 S. Woodbourne Road Langhorne. Permit F006-2008 09/21/2008 - 09/20/2009 - Mr. Bono, Owner**

This facility was issued a variance for an internal 40 gallon grease trap with quarterly monitoring for TSS and oil & grease. An NOV was issued on October 28, 2009 for exceeding oil & grease that required re-sampling within 30 days. A Compliance Order was issued on January 4, 2010 for failure to submit oil & grease sample results. The permit expired September 20, 2009. The next enforcement action is termination of service.

\*Board direction needed.

After discussion by the Board Directors the following motion was made.

**First Motion**

Mr. Armstrong made a motion, seconded by Ms. DeRosier, to grant a temporary permit to Tony's King of Pizza; located at 149 S. Woodbourne Road until the April 22<sup>nd</sup> Board meeting at which time the results from the current sampling will be available to the Board.

There was some discussion on the above stated motion. The Board came to the decision to change the motion to the following:

**Second Motion**

Mr. Armstrong made a motion, seconded by Mr. Verduci, to waive any permit requirements to Tony's King of Pizza; located at 149 S. Woodbourne Road until the April 22<sup>nd</sup> meeting at which time the results from the current sampling will be available to the Board.

**Mannkraft – 100 Main Street Tullytown, PA Permit 004-2010 – 01/01/2010 – 12/31/2010.  
Mr. Cork, Senior Vice President and Mr. Patrick, Consultant were Present**

This facility has been issued a zero process discharge permit and is requesting a variance to begin discharging process waste.

Dr. Rajput stated that he and Mrs. Wallover met with the representatives from Mannkraft regarding the discolored water that is being discharged into the Authority's sanitary sewer system. Dr. Rajput and Mrs. Wallover were informed that Mannkraft will not discharge any processed wastewater. They will discharge only domestic sewage into the Authority's sanitary sewer system. It was decided that since they will have higher BOD and TSS they will pay a surcharge of \$800 per month plus they will reimburse the Authority a one time payment of \$4,000 in order to recoup the expenses that were incurred during the investigation. Also, if Mannkraft should exceed the allotted amount of flow, there will be additional charges per 100 gallons. Dr. Rajput recommends granting Mannkraft the variance to discharge with the provision that they pay \$800 per month in addition to any regular domestic sewer charges that they pay plus the \$4,000 reimbursement for expenses incurred during the investigation.

Mr. Verduci asked how the Authority will know if Mannkraft is in compliance. They are the ones who schedule their testing. They could stop putting whatever in the lines. How is the Authority really going to know if they are in compliance. This would also apply to other facilities. Possibly the Authority could schedule random testing. Mr. Armstrong stated that the Board might have to discuss the possibility of the Authority doing the testing and add the cost onto the customer or include the cost in their permit fees.

Mr. Cork assured the Board that they are doing everything possible to prevent this from happening again. They now have in place quite a few safeguards to prevent anyone other than authorized personnel from discharging into the Authority's sanitary sewer system. Mrs. Wallover added that she does perform random checks at least twice a year.

**Motion**

Mr. Armstrong made a motion, seconded by Ms. DeRosier, granting Mannkraft located at 100 Main Street, Tullytown, PA, a variance with the conditions that they pay a surcharge of \$800 per month and reimburse the Authority a onetime payment of \$4,000 in order for the Authority to recoup the expenses that were incurred during the investigation. Also, if Mannkraft should exceed the allotted amount of flow, they will be charged and agree to pay any additional monies per 100 gallons.

Motion carried unanimously.

**Ocean Delicacy – 4029 New Rodgers Road, Levittown – Permit F169-2009 03/09/2009 – 03/8/2010 – No Company Representative was Present**

An NOV was issued on 10/26/2009 for failure to submit oil & grease sample results. A Compliance Order was issued on 02/01/2010 for failure to submit oil & grease sample results. This facility has not submitted the required analysis and the permit expired on 03/08/2010. The next enforcement action is termination of service.

\*Board direction needed.

Mr. Verduci asked Mrs. Wallover to explain the circumstances with this facility. Mrs. Wallover replied that they did not pay the lab and the lab will not release the results until they receive payment.

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Verduci, to have Mrs. Wallover proceed with the next step, which is termination of service.

Motion carried unanimously.

**Managing Director's Report**

Dr. Rajput reported on the following items:

**February Board Report**

**Contract No. C-304: Furnish and Supply Chemicals**

Bids were received on February 16, 2010 for the above contract. There were a total of seven (7) chemicals put out for bid that are used at both the Water and Wastewater Plants.

**Item No. 1 - Chlorine**

After reviewing all bid documents, it is recommended awarding Item No. 1-Chlorine/Contract C-304 to JCI Jones Chemical, Inc., located at 103 River Street, Warwick, NY, at their bid amount of \$22.85/CWT or \$0.2285/lb delivered. The current price is \$33.0 per CWT or \$0.33 per pound delivered. This will result in an estimated savings of approximately \$18,000 per year based on the 2009 consumption data.

**Item No. 2 - Sodium Potassium Zinc Polyphosphate**

After reviewing all bid documents, it is recommended awarding Item No.2 - Sodium Potassium Zinc Polyphosphate to George S. Coyne Chemical Co., located at 3015 State Road, Croydon, PA at their bid amount of \$122.92/CWT or \$1.2292/lb. The current unit price is \$134.78/CWT or \$1.2478/lb. This will result in an estimated savings of \$2,300 per year based on the 2009 consumption data.

**Item No. 3 - Fluorosilicic Acid**

After reviewing all bid documents, it is recommended awarding Item No. 3 Fluorosilicic Acid to Univar USA, Inc., located 532 E. Emaus Street, Middletown, PA, at their bid amount of \$45.8/CWT or \$0.458/lb. The current price represents an increase of \$0.104 per pound, an increase of \$69/year based on the 2009 consumption data.

**Item No. 4 - Potassium Permanganate**

After reviewing all bid documents, it is recommended awarding Item No. 4 - Potassium Permanganate to Univar USA, Inc., located at 532 E. Emaus Street, Middletown, PA, at their bid amount of \$315.40/CWT or \$3.154/lb. This is an increase of approximately \$9,000 per year based on 2009 consumption data.

**Item No. 5 - Lime Slurry Treatment Chemical 0 Calgon BLR-3715**

After reviewing all bid documents, it is recommended awarding Item No. 5 - Lime Slurry Treatment Chemical 0 Calgon BLR-3715 to George S. Coyne Chemical Co., located at 3015 State Road, Croydon, PA, at their bid amount of \$199.88/CWT or \$1.9988/lb. The current price is \$197.58/CWT or \$1.9758/lb. This represents an increase of \$0.023 per pound.

**Item No. 6 - Powdered Activated Carbon**

After reviewing all bid documents, it is recommended awarding Item No. 6 Powdered Activated Carbon to Standard Purification located at 88 Fairview W., Tequesta, FL, at the unit price of \$0.634 per pound delivered or \$63.40 per CWT delivered. The current contract price is \$0.64 per pound delivered or \$64.00 per CWT delivered.

**Item No. 7 - Hydrated Lime**

After reviewing all bid documents, it is recommended awarding Item No. 7 - Hydrated Lime to Carmeuse Lime, Inc. located at 11 Stanwix Street, Pittsburgh, PA, at their bid amount of \$0.082475/lb. The current contract price is \$0.07326/lb, which represents an increase of \$0.009215/pounds.

**Item No. 8 - Hydrated Lime Bags (50 LB Bags)**

It is not recommended awarding this chemical at this time. The Authority will purchase this item under Item No. 7 - Hydrated Lime as listed above.

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Monahan, to accept the recommendations of Dr. Rajput, Managing Director, for Item Nos. 1 through 8 with regards to Contract C-304 as stated in Table No. 2.

Motion carried unanimously.

**Purchase of Jet Truck**

After reviewing several options available under the State Bid (COSTAR), it was found that the Jet Truck System, furnished by Jet-Vac Inc., meets the Authority's requirements. The compartment housing is aluminum as opposed to steel whereas the floor is stainless steel that will prevent rusting. The total cost of the system is \$223,142.98, which consist of a new 2011 International Truck (\$94,129.06) and Jet-Vac Model 800 with a 2,000 gallon water capacity tank.

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Monahan, to accept the bid through the State Bid (COSTAR), for the 2011 Jet Truck System as specified above in the amount of \$223,142.98 as presented.

Motion carried unanimously.

**March Board Report**

Dr. Rajput reported on the following items:

**Contract No. WWTP 294: Rehabilitation of Kenwood Sewage Pump Station**

Based on review and discussions with the contractor it was determined that the CIPP liner does not need to be installed in order to repair the existing 36 inch discharge sewer pipe. It can be repaired more cost effectively by leaving the PVC pipe in place, followed by filling and grouting.

This has resulted in a savings of \$18,900. Since the contractor was able to repair the pump in place, as opposed to total replacement of two (2) out of three (3) existing pump stands, there is a total savings of \$2,960 as well as a savings in the amount of \$2,250 for check valve items.

The above three changes have resulted in a total savings of \$24,410. Considering the electric cost and the plan to install a SCADA (Supervisory Control and Data Acquisition) system for remote pump operation control, it is essential to have VFD's. The contractor has been requested to submit a change order for the design, furnishing, installation and placing in full operation four (4) VFD's.

A quotation in the amount of \$24,410 has been submitted by the contractor. The net additional cost is \$11,420. Given that \$50,000 is allocated under the allowance for authorized additional miscellaneous work, the above additional cost will be charged under this item, resulting in no additional increase to the existing contract amount.

### **Motion**

Mr. Verduci made a motion, seconded by Mr. Armstrong, to approve the change order as presented by Dr. Rajput for Contract WWTP-294.  
Motion carried unanimously.

The remainder of Dr. Rajput's reports for February and March is for the Board's information.

### **Cost Reduction/Savings and Revenue Enhancement Measures**

#### **Nextel Telephone System**

Dr. Rajput reported as part of the Authority's cost reduction/savings program, Lauren Marterella and he met with a representative of Nextel/Sprint cell phone service provider to discuss available options. As a result of the review and evaluation we have realized a savings of approximately \$414 per month or \$4,960 per year.

#### **Waste Management Dumpster Rental**

Based on a review of the cost and available options, and by re-arranging pick up schedules the Authority will be saving approximately \$4,145 per year.

#### **Lawn Maintenance Services**

In the past, the Authority has utilized an outside lawn service for grounds maintenance at the Administration building. The yearly cost was \$3,855. This year we will be performing this service in-house resulting in a savings of \$3,855.

### **Revenue Enhancement**

The Authority has been reviewing and updating their customer data base for both direct and bulk customers with respect to water and sewer billing. Testing was conducted March 23, 2010 on Zimmerman Lane, as well as the Tanglewood residential subdivision, to determine if it is the Authority's water and if they are included in the bulk billing. Based on the testing it was determined that Zimmerman Lane is not connected to the Authority's water supply system whereas Tanglewood receives our water supply under the Authority's bulk service area through the Snowball Gate interconnection. However, it was discovered that the current meter in Snowball Gate is not suitable for this application and generally registers a much lower flow than the actual flow, specifically below 190gpm.

In this regard the Authority has placed an order for an Ultrasonic Transit Time Flow Meter with solar panel and a chargeable battery. The total cost of this unit is \$7,297, which is lower than the estimated price of \$12,000. This project was presented and approved by the Board during the January 2010 meeting.

In reviewing the bulk sewer billing for Apartments in the Authority's bulk sewer service area, it was determined that the bulk customer billing needs to be increased in order to bring it up to the current billing rates. The revised billing rate has been implemented and the first billing with the increase was sent out on February 8, 2010. This has resulted in additional revenue of \$30,849 per quarter or \$123,397 per year.

### **Application of Year 2011 Federal Appropriations Grant**

The Authority has received correspondence informing the Authority that Congressman Murphy has submitted a request to the House Appropriations Committee for funding on behalf of the Authority. The requested amount is \$660,000.

### **Public Notification Rule – Direct Delivery Notification Requirements**

In 2009, PADEP revised the Public Notification Rule to improve the delivery of Tier 1 public notices (Tier 1 violation). These revisions or new requirements will become effective May 10, 2010. Under the revised regulations a Tier 1 violation or situation will require a water supplier to have direct delivery of public notice to each service connection within 24 hours. If a water supplier is unable to comply with the direct delivery of the Tier1 public notice, the water suppliers will face fines from PADEP. Acceptable methods for direct delivery includes hand delivery, electronic mail, automated telephone dialing systems, or any other form of direct delivery approved in writing by PADEP. One of the acceptable options is telephone notification; however, this option is expensive. We attended a Web Seminar conducted by SwiftReach Networks Company who provides direct notification services across the country for water suppliers. Based on a quotation received from SwiftReach Networks Company, the plan for an annual subscription with unlimited usage would cost \$28,275.

Dr. Rajput will be meeting with the Bucks County Emergency Department. They may be able to provide a more cost effective option.

Mr. Chase stated that Tullytown has the calling system in place. If the other Municipalities also had this system in place possibly we could piggyback on the phone system somehow. It might be worth looking into before we commit to doing it on our own.

Recommendations will be presented to the Board for its consideration during the April Board meeting.

Mr. Chase thanked Dr. Rajput, as well as the entire staff, for working so diligently to find ways to save the Authority money.

The remainder of Dr. Rajput's report is for the Board's information.

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

**Executive Session**

At 7:47 P.M. Mr. Downey requested an executive session. The regular Board meeting reconvened at 8:27 P.M. Mr. Downey stated that during the executive session, potential litigation and personnel matters were discussed.

Mr. Chase would like to entertain a motion to authorize Dr. Rajput to hire an engineering student (co-op student) at a cost not to exceed \$18.00/hr.

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Verduci, authorizing Dr. Rajput to hire an engineering student (co-op student) on a rotation basis at a cost not to exceed \$18.00/hr. The duration will be at the discretion of the Board.  
Motion carried unanimously.

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Verduci, to authorize Dr. Rajput to enter into negotiations leading towards a settlement of an outstanding grievance in the clerical unit.

**Roll Call on the Motion**

Mr. Chase                   Aye  
Mr. Armstrong            Aye  
Mr. Verduci                Aye  
Mr. Monahan               Aye  
Mrs. DeRosier             Nay

Motion carried - 4 Aye votes – 1 Nay vote.

**Finance Director's Report**

Ms. Koszarek reported on the following:

- Revenue Account Balance       \$6,043,188.64
- Penn Vest Account Balance:       718,821.32

**PMRS (Pennsylvania Municipal Retirement System) Non-Supervisory Employee Pension Plan Agreement (Revised)**

Ms. Koszarek stated that Mr. Downey will be updating the Board regarding the revised PMRS Non-Supervisory Employee Pension Plan Agreement and Resolution.

Mr. Downey stated that there is a Resolution and an Agreement to be part of the new format of the new PMRS. The Board should be aware that this is another perfect example of passing the buck due to what is going to happen if there is a shortfall in the pension funding, local government and municipal entities will be responsible for the shortfall.

Mrs. DeRosier stated that this is an unseen, unknown expense. Mr. Downey replied that at this point it is not unseen but it is certainly unknown. Ms. Koszarek added that this is a contract obligation. Mr. Verduci asked what the amount was. Ms. Koszarek responded that there is no amount. This is what governs the MMO's (Minimum Municipal Obligation) and the Board already passed it for this year. Mr. Downey added that the Authority as a government entity is part of the PMRS, and thus is obligated to participate; there is no choice in the Agreement or the Resolution.

**Motion**

Mr. Monahan made a motion, seconded by Mr. Armstrong, to approve the revised PMRS Non-Supervisory Employee Pension Plan Agreement and Resolution as presented to the Board.

Motion carried unanimously.

**Administration/Supervisor's Reports**

The administration/supervisor's reports were previously distributed to the Board for informational purposes.

- V. Capaldi, Superintendent                      Water Filtration Plant
- G. Tosti, Plant Manager                         Wastewater Treatment Plant
- P. Smythe, Field Technician                    Wastewater Treatment Plant
- N. Burnell, Meter Dept Supervisor           Administration

**Old Business**

Mrs. DeRosier expressed concern regarding the current Pretreatment Resolution. There was discussion by the Board regarding the current Pretreatment Resolution and what could be done to change and or improve it. Dr. Rajput stated that once the Authority receives the finalized, updated local limits from the PA EPA the existing Pretreatment Resolution can be revised.

**New Business**

Dr. Rajput requested permission from the Board Directors to allow the employees to work a half-day prior to the Easter Holiday.

**Motion**

Mrs. DeRosier made a motion, seconded by Mr. Monahan to allow the employees to work a half-day prior to the Easter Holiday.

**Public Participation**

There was no public participation brought before the Board at this time.

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**Adjournment of Board Meeting**

Mr. Armstrong made a motion, seconded by Mr. Verduci, to adjourn the Board meeting at 8:53 P.M.  
Motion carried unanimously.

Respectfully Submitted by:

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Susan DeRosier, Secretary

/dm