

**LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY**  
**BOARD MEETING MINUTES**  
**May 26, 2011**

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, May 26, 2011 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

**Call to Order**

Mrs. Keyser, Chairperson, called the meeting to order at 7:07 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: Janet Keyser  
Susan DeRosier  
James Chase  
John Monahan

Absent: Edmund Armstrong  
Edward Czyzyk  
Pat Koszarek, Finance Director  
Phil Smythe, Field Technician  
Susan Wallover, Pretreatment Coordinator

Also Present: Vijay Rajput, Managing Director  
Nancy Burnell, Supervisor, Meter Department  
Gary Tosti, Plant Manager  
Vince Capaldi, Superintendent, WTP  
James A. Downey III, Esquire  
Robert Serpente, Consulting Engineer

**Public Participation**

Sue Silvestri who resides in Juniper Hill addressed the Board. She has concerns regarding the pipe that is still at the site where the sewer lining project was done. It impedes a lot of the public park area. She questioned as to when this pipe would be removed. Dr. Rajput replied that Bucks County Conservation District shut down the project. We are waiting for them to give the go ahead to re-start. Dr. Rajput feels that this could take up to a month. Dr. Rajput had a meeting with the contractor this morning and asked that they at least clean up the area and the grass around the pipe. Dr. Rajput stated that he will speak with the contractor to see if they could post signs or tape off the pipe in order to make the area safer.

**Approval and Payment of the May 2011 Accounts Payable as Presented to the Board of Directors**

**Motion**

Mr. Chase made a motion, seconded by Mr. Monahan, to approve the payment of the May 2011 Accounts Payable as Presented to the Board of Directors.

**Questions/Comments**

Mr. Chase questioned the following invoices:

Allied Building Products  
Invoice # 8225950-00  
Amount: \$1,255.21  
Kenwood Pump Station Roof & Bldg Project

Mr. Chase questioned why the Authority purchased roofing materials if we have a contractor doing this work. Mr. Tosti replied that Phil Smythe is handling this project and believes that he received good prices on the materials. Dr. Rajput stated that he will check on this and report back to the Board.

Bossler's Garage  
Invoice # 1-011802000 4-2011  
Amount: \$60.00  
Perform front end alignment S-8 M. Wallover Truck

Mr. Tosti stated that all trucks are brought to Bossler's for front end alignment work.

**Roll Call**

Mrs. Keyser           Aye  
Mr. Chase            Aye  
Mr. Monahan        Aye  
Mrs. DeRosier      Aye  
Motion carried unanimously.

**Approval of the April 28, 2011 Board Meeting Minutes as Presented to the Board of Directors.**

Mr. Chase made a motion, seconded by Mr. Monahan, to approve the April 28, 2011 Board Meeting Minutes as Presented to the Board of Directors.  
Motion carried unanimously.

**Pretreatment Variances**

No Pretreatment Variances were brought before the Board at this meeting.

### **Managing Director's Report**

Dr. Rajput reported on the following items:

#### **Cross-Connection Control Program**

A copy of the proposed Resolution for Cross-Connection Control Program for the Authority's portable water supply system is attached for review and adoption consideration. This program is to comply with the Clean Water Act and 25 Pa Code 109.709. The purpose of the resolution is to protect the Authority's public water supply/distribution system from the possibility of contamination or pollution by isolating within the customer's internal distribution system(s) or the customer's private water system(s) such contaminants or pollutants that could backflow into the Authority's water system. The Resolution has been reviewed by Mr. Downey.

#### **Questions/Comments**

Mr. Chase said that in reading the Resolution it states that permits are being required so this would then mean that homeowners would be required to pay for permits, the backflow preventor and for the installation. Dr. Rajput replied that right now there will be no fees charged to homeowners. Mr. Chase also stated that screens are going to be required.

Mrs. Burnell, Supervisor, whom is working with Dr. Rajput on this project, stated that the screens are more for fire protection lines on the backflow preventors. A number of States are requiring that the screens be installed to prevent the backflows from becoming clogged. Right now we are concentrating more on commercial, high risk areas and businesses. The businesses will be required to pay for the backflow preventor and for the yearly testing. As far as the permit, they will be issued a permit number and that will be it. Mr. Chase stated that he did not see anywhere in the Resolution where it differentiated between homeowners and businesses. Mrs. Keyser asked if this could be approved now and be amended in the future. Mr. Downey informed the Board that you can pass the Resolution tonight and readdress it with any revisions at a future date.

#### **Motion**

Mr. Monahan made a motion, seconded by Mrs. DeRosier, to approve the Cross-Connection Control Program Resolution as presented by Dr. Rajput with the option to revisit and make amendments to the Resolution at a later date.  
Motion carried unanimously.

#### **Potential Grant Meeting**

On May 18<sup>th</sup> Dr. Rajput met with Congressman Mike Fitzpatrick as a follow-up to a previously submitted grant application to the House Appropriation Committee by the former Congressman Patrick Murphy, for the Authority's project involving sanitary sewer rehabilitation. It appears that this year there are no appropriation grants available. Congressman Fitzpatrick asked his Community Outreach Director to explore other available funding options. Dr. Rajput will keep in touch with Congressman Fitzpatrick's office.

**Collective Bargaining Contracts/Agreements**

The Collective Bargaining Contracts are due to expire at the end of this year. We are to begin negotiations in September or earlier. Mr. Chase volunteered to represent the Board Directors during Union negotiations.

**Contract WWTP 279: Installation of Cured In-Place Sanitary Sewer Lining in Various Sections along Millcreek under ITI Costar Contract No. 016017**

A meeting is scheduled with Insituform, for May 26<sup>th</sup> to discuss the schedule of additional work regarding Change Order No.1 dated March 21, 2011. The additional work involves the lining of approximately 1500 lineal ft. of 8 inch sewer pipe, approximately 3000 lineal ft of 24 inch sewer pipe and approximately 1200 lineal ft of 30 inch sewer pipe. The contractor will supply documentation for the additional cost for erosion and sedimentation control requirements that are being imposed by the Bucks County Conservation District (BCCD), specifically stone/gravel entrance to sanitary manholes. There are also additional bypass costs.

The BCCD is now requiring an entrance to the manhole which is approximately 200 ft. The cost to install the entrance is going to be approximately \$2,500.00. This money will be deducted from the balance due to the contractor. Once we receive their schedule our Consulting Engineer will be able to submit the plan to the BCD.

There is an interceptor that runs along Queen Anne Creek. The Township of Falls Authority will allow us to bypass the existing 15 in sewer line that runs into the interceptor that is along the Queen Anne Creek. The Authority would be responsible for the payment of the wastewater flow to the Township of Falls Authority at their current sewer rate. If the bypass flow cannot be discharged to the Township of Falls Authority's sewer line, it will become necessary to bypass the flow over a longer distance downstream into the Authority's sewer system. This would result in an additional estimated cost of \$23,000 to the Authority. There is another option. There is a 30 inch line, if the Field Crew could clean the line that would save the Authority the \$23,000. if not we will have to let Insituform handle it.

**Motion**

Mr. Chase made a motion, seconded by Mr. Monahan, to approve the Change Order for Contract WWTP 279 if required by Dr. Rajput in the amount of \$23,000.

**Roll call on the motion**

Mrs. Keyser           Aye  
Mr. Chase             Aye  
Mr. Monahan         Aye  
Mrs. DeRosier        Aye  
Motion carried unanimously.

**Summer Hours**

Dr. Rajput stated that as in the past the Authority has offered to the Administration Personnel, as well as the clerical personnel at both plants to work summer hours. Summer Hours are Monday thru Thursday whereby the personnel work nine (9) hour days and on Fridays they work a four (4) hour day. The Administration office would close at 12:00 P.M. on Fridays. Summer hours are from Memorial Day through Labor Day.

**Motion**

Mr. Chase made a motion, seconded by Mr. Monahan, granting permission for summer hours to be worked for the Administration Personnel, as well as the clerical personnel at both plants. Summer hours will be from Memorial Day through Labor Day. Motion carried unanimously.

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

**Cross-Connection Control Program**

Mrs. Keyser asked Mrs. Burnell if she was going to be handling this project with Dr. Rajput. Mrs. Burnell replied that both she and Dennis Burnell will be handling it as Mr. Burnell is the only person qualified at this time to handle it and she will handle the software end. Mrs. Keyser commended them for taking on more jobs and doing a great job.

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

**Executive Session**

At 7:35 P.M. Mr. Downey requested an executive session. The regular Board meeting reconvened at 8:12 P.M. Mr. Downey stated that during the executive session ongoing litigation and personnel matters were discussed.

**Finance Director's Report**

In the absence of Ms. Koszarek, Dr. Rajput reported on the following:

**Unadjusted Balances**

Unadjusted Balance as of May 17, 2011	\$10,742,181.02
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**Public Participation**

There was no public participation.

**Adjournment of Board Meeting**

Mr. Chase made a motion, seconded by Mr. Monahan, to adjourn the Board meeting at 8:30 P.M.  
Motion carried unanimously.

Respectfully submitted by:

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Susan DeRosier  
Secretary

/dm