

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ January 23, 2014

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on January 23, 2014 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 7:11 P.M., which was followed by the Pledge of Allegiance and a moment of silence.

Introduction of Newly Appointed Board Director

Mrs. Keyser introduced Mr. Rich Altmiller from Tullytown Borough, and welcomed him as a newly appointed Authority Board Director.

Roll Call

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

Board Members Present:

Janet Keyser
James Chase
Susan DeRosier
Joseph Glasson
Sandra Della-Croce
Rich Altmiller

Also Present:

Vijay Rajput, Ph.D., PE, Managing Director
Pat Koszarek, Finance Director
Vince Capaldi, Superintendent, WFP
Fred Walcott, Asst. Plant Superintendent WFP
Phil Smythe, Field Technician
Michael Andrews, Engineering Assistant
James A. Downey III, Esquire

Reorganization of the Board

Chairman

Ms. Della-Croce made a motion, seconded by Mrs. DeRosier, to appoint James Chase to the position of Chairman.

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Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Glasson Aye
Mr. Altmiller Aye
Motion carried unanimously

Vice Chairman

Mr. Glasson made a motion, seconded by Mr. Altmiller, to approve the January 23, 2014 minutes and to include the change in the following motion:

Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Glasson Aye
Mr. Altmiller Aye
Motion carried unanimously

Secretary

Mrs. Keyser made a motion, seconded by Mr. Altmiller, to appoint Susan DeRosier to the position of Secretary.

Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Glasson Aye
Mr. Altmiller Aye
Motion carried unanimously

Treasurer

Mr. Chase made a motion, seconded by Mr. Altmiller, to appoint Janet Keyser to the position of Treasurer.

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Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Glasson Aye
Mr. Altmiller Aye
Motion carried unanimously

Assistant Treasurer

Mrs. Keyser made a motion, seconded by Mr. Glasson, to appoint Rich Altmiller to the position of Assistant Treasurer.

Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Glasson Aye
Mr. Altmiller Abstain
Motion carried unanimously

Assistant Secretary

Mrs. Keyser made a motion, seconded by Mrs. DeRosier, to appoint Sandra Della-Croce, to the position of Assistant Secretary.

Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Glasson Aye
Mr. Altmiller Aye
Motion carried unanimously

Public Participation

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

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Approval of the January 2014 Accounts Payable as Presented to the Board

Mr. Glasson made a motion, seconded by Mrs. Keyser, to approve the January 2014 Accounts Payable as presented to the Board.

Motion

Questions/Comments

Mr. Chase questioned the following invoice(s):

CBM of Delaware Valley

Invoice# K18742
Amount: \$264.16
Invoice No: K21665
Amount \$264.16
Snow & Ice Removal WFP grounds

Mrs. Marterella, Senior Accounts Payable, explained that it was two (2) separate delivery dates.

Mrs. DeRosier questioned the following invoice(s):

Landman's Fencing, Inc.

Invoice No: OE001
Amount: \$1,275.00
Repair Security fencing @ Village of Pennbrook Pump Station
Invoice No: OE001
Amount: \$575.00
Repair Security fencing @ Low Lane Pump Station
Dr. Rajput replied that it was in need of repair

Mrs. DeRosier asked Dr. Rajput if the blueprint copier was used for the large prints/maps. Dr. Rajput replied that it was. Mrs. DeRosier then asked if we are leasing it. Mrs. Keyser responded yes. Mrs. DeRosier then asked if we are utilizing it that much to make it worth spending that kind of money each month. Dr. Rajput replied that it is used quite frequently.

Ms. Della-Croce questioned the following invoice(s)

De Lage Laden Financial Services

Invoice No. 20275081
Copier Lease (WWTP)
Ms. Della-Croce asked if we always lease our copiers. The response was yes.

Deborah Magro

Invoice No: 2013 Eye care
Amount: \$242.59

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2013 Eye care Reimbursement

Ms. Della-Croce asked if Authority employees were always reimbursed for eye care. Ms. Koszarek responded that employees are reimbursed a specific dollar amount yearly based on which Union Bargaining Agreement they belong to.

Vijay Rajput WWTP Petty Cash

Invoice No: 11/15/2013 - 12/20/2013 Petty Cash

Amount: \$259.22

Money for WWTP – Petty Cash

Ms. Koszarek explained that each department; Administration, Water or Sewer receives a total of \$400.00 for their petty cash and it is replenished with the difference when needed.

W.W.O.A.P – (Water Works Operator Association of PA)

Invoice No: 002248/1/2014

Amount: \$30.00

Vijay Rajput Annual Renewal

Annual Renewal for the above Association

Mrs. Keyser questioned the following invoice(s)

Daryl's Auto Glass

Invoice No: W-8 12/19/13

Amount: \$250.00

Windshield for Truck W-8

Mrs. Keyser asked what happened. Mr. Capaldi responded that one of the Authority's employees was driving the vehicle by Riverside and a truck driving in the opposite direction threw a stone that damaged the windshield and needed replacement.

Roll Call

Mrs. Keyser	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. DeRosier	Aye
Mr. Glasson	Aye
Mr. Altmiller	Aye

Motion carried unanimously

Approval of the Board Meeting Minutes for December 12, 2013

Motion

Mrs. DeRosier made a motion, seconded by Mr. Glasson, to approve the Board Meeting Minutes for December 12, 2013 as presented to the Board.

Correction to the December 12, 2013 Minutes:

Mr. Chase stated that on Page 8 it states: Contract WTP 318 A & B: Wastewater Treatment Plant Aeration Blower No 1 & No 2 Motor Control Upgrade, **should be changed to WWTP.**

Motion carried unanimously.

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Pretreatment Variances

There were no Pretreatment Variances brought before the Board.

Managing Director's Report

Contract WWTP 335: Installation of Cured-In-Place Sanitary Sewer Lining in Various Locations - Phase III

The Contractor has completed the cleaning of approximately 25,022 linear feet of sanitary sewer pipes; lining of approximately 13,444 feet of 8 inch sewer pipe and 390 linear feet of 12 inch sewer pipe. The Contractor has reported that they were experiencing problems with its subcontractor who was not performing the required work including proper cleaning. As a result, the Contractor has discontinued using the services of its subcontractor and are now performing the task of cleaning, television inspection and measurements. The Contractor has requested the Authority for a time extension by an additional 62 days or until April 11, 2014 at no additional cost to the Authority. Considering the Contractor's work performance it is recommended granting the requested extension of 62 days or until April 11, 2014 at no additional cost to the Authority.

Questions/Comments

Mr. Altmiller asked Dr. Rajput if the subcontractor was not doing the job correctly is the Contractor going back and performing the same work the subcontractor was performing, Dr. Rajput replied that they had to go back and clean several times and they were losing time. Also the measurements were not correct and they were taking a longer time to perform the work so now they are doing it themselves. Mr. Altmiller asked why they were not doing it themselves in the first place. Dr. Rajput replied that it is possible that it was cheaper to hire a subcontractor to perform that portion of work. Mr. Altmiller then asked if the subcontractor was not performing the work properly do we need to go back and check their work before we allow them the additional time. Dr. Rajput replied that most of the work has already been completed. Mrs. Keyser asked who the project manager on this job is. Dr. Rajput replied Phil Smythe, Mike Andrews and Bob Serpente.

Motion

Mrs. Keyser made a motion, seconded by Ms. Della-Croce, to grant the extension of 62 days or until April 11, 2014 for the Contractor to complete the project as stated above at no additional cost to the Authority.

Motion carried unanimously.

Computer Network Upgrade Proposal

United Computer Company has changed its name to "All Covered Company" and was notified by the Authority to begin the conversion for our Computer Network Upgrade. All HP Computer/Hardware and Software supplies have been purchased under the PA COSTARS Contract.

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PECO Contract for Commercial/Industrial Class Electric Service

An executed copy of the contract for electric service to the Authority's Wastewater Treatment Plant has been forwarded to PECO. As per this contract the minimum billing demand is 480kW and the maximum billing demand is 1200kW. This change is expected to produce some savings in electric power supply. This is a three (3) year contract.

Purchase/Acquisition of Levittown Plot Plans from William G. Major Associates, Inc.

Mr. Downey, Solicitor for the Authority, has prepared an Agreement for the purchase of files containing the Levittown Plot Plans from William G. Major Associates, Inc. The Authority is in the process of preparing a check for this purchase.

Mrs. Keyser asked if the Authority has received the signed Agreement from William G. Major Associates, Inc. Mr. Downey responded that he just received it in the mail today. Mr. Downey added that Mr. Major owns the plans personally and he gives up all right, title and interest of the plans and retains no copies for the sum that the Board approved of \$22,500.

Mr. Altmiller asked if Major's made any copies besides the individual copies he sold before. Mr. Downey responded that under the Agreement Mr. Major gives up all right, title and interest of the plans and retains no copies. Mr. Altmiller responded from that point forward, but what about in the previous months, has he made copies of them and sold them to anyone else first. Mr. Downey replied that he may have if someone contracted with him or pick an address; Mr. Altmiller responded that he is talking about the entire list. Mr. Downey replied that as far as he knows and the whisper down the lane is that it was proposed and he refused to do it. Mr. Downey added that there was some question about waiting and he replied not to in the event that he receives a higher offer. Mr. Altmiller replied that he won't get a higher offer. I also know that the other figure he was offered was \$5,000 that's why he turned it down.

There was further discussion regarding this. Mr. Chase added that the Authority is not doing this as a money source; we're doing it as a benefit to our customers so they can come here and purchase them at a reasonable price which was agreed to be \$35.00.

Contract WTP 320A & WTP 320B: Water Treatment Plant Sedimentation Basin Improvements - General & Electrical Construction

The Contractor is in the process of concrete work involving the floor and walls. There were some concerns regarding the concrete work which have since been resolved.

Cleaning of Two (2) Flow Equalization Tanks at the Wastewater Treatment Plant

The cleaning of the flow equalization tanks has been completed. The Contractor has also completed the cleaning of the Aerated, Raw Wells and Grit Channel. There is some electrical work that needs to be taken care of before placing the tanks back in service. Our in-house electrician, Bill Keyser, is following up on this work.

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PA Turnpike/I-95 Interchange Project – Relocation of a Water Main and Sanitary Sewer Force Main

Dr. Rajput updated the Board on this project. There have been a lot of conflicts regarding the relocation of the water mains and sanitary sewer force mains. Plans were submitted by the PA Turnpike and we responded back and also regarding the cost. We informed them that the Authority did not allocate any money for this project. We received a letter from the PA Turnpike stating that they do not agree. They feel that the force main at Laurel Bend was not permitted, therefore, the Authority should bear all the costs. They also feel that the Authority should bear 50% of the cost of the water line on the right of way. Dr. Rajput is going to send another letter to them.

They are installing a five (5) duct because there is a conflict with the proposed storm sewer. Our line is in conflict so what they want to do is put in a couple of 45 degree bends and then go down and come back in. I tried to explain to them that this is not a good practice because they are going to be combining our old pipe with the new bend which is going to cause a head loss, however, they have someone telling them something different. Dr. Rajput stated that they are stating the Authority's lines are in conflict with the proposed storm sewer. Mr. Chase added that is incorrect our lines are not in conflict with their storm line. Their storm lines were designed in conflict with our line that's poor designing on their part. Dr. Rajput added that the lines need to be disinfected. It is required that the lines be disinfected and tested for 24 hours.

Belt Press at the Wastewater Treatment Plant

There is an old Belt Press at the Wastewater Treatment Plant. A company has showed interest in purchasing it. If there is a potential interest in purchasing the Belt Press it should be advertised and awarded to the highest bidder.

After some discussion the following motion was made:

Motion

Mrs. Keyser made a motion, seconded by Mr. Altmiller, to have Dr. Rajput advertise and put out for bid the Belt Press at the Wastewater Treatment Plant and award to the highest bidder.

Roll Call

Mrs. Keyser	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. DeRosier	Aye
Mr. Glasson	Aye
Mr. Altmiller	Aye
Motion carried unanimously	

Demand Response Program

The Authority has begun requesting proposals for the 2014-2015 Demand Response Program. A meeting is being scheduled with Hess Marketing/Direct Energy Company, Constellation

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Energy Company and other DR program providers. Dr. Rajput will try to have the proposals ready for the February's Board Meeting.

Contract WWTP 318 A & B Wastewater Treatment Plant Aeration Blower No. 1 & No. 2 Motor Control Upgrade

Testing is being scheduled for the LD Davis transformer with the Contractor. Testing is also being scheduled for the blower transformer.

Pretreatment Local Limits Reevaluation/Headwork Analysis

The required Head Work Analysis and Local Limit Evaluation work has been completed as per USEPA requirements and was submitted for review, comments and approval consideration.

Water and Wastewater Systems

The plants are performing well and are in compliance with all applicable permits.

Supervisors Monthly Reports

Monthly reports received from the Supervisors and Technical employees are attached to Dr. Rajput's report for the Boards information.

Dr. Rajput wanted to thank Vince Capaldi and Fred Walcott at the Water Treatment Plant; Phil Smythe and Jim Coon at the Wastewater Treatment Plant & Field Crew as well as the staff for all their help during the recent storms.

Christmas Luncheon Money

A phone vote was taken regarding the increase in Christmas Luncheon Money for the Administration Office; Water Filtration Plant and Wastewater Treatment Plant which now needs to be ratified. Prior to the motion and roll call there was discussion regarding the amount that was allotted for each location. Apparently there was a miscommunication regarding the amount that was to be allotted to the Wastewater Treatment Plant. Mrs. Marterella, Senior Accounts Payable, stated that after checking the amounts were given during last month's meeting the Administration office was to receive an additional \$75.00; the Water Filtration Plant was to receive an additional \$100.00 and the Wastewater Treatment Plant was to receive an additional \$100.00. However, when petty cash came up it was noted that there was an additional \$50.00 for the luncheon at the Wastewater Treatment Plant. Mrs. Marterella went to Ms. Koszarek and she explained that they were told they were to be given \$550.00 when they were actually supposed to receive \$500.00.

After further discussion the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mrs. Keyser to approve the additional \$50.00 to the Wastewater Treatment Plant making their allotment for the Christmas Luncheon \$550.00.

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For Clarification:

Administration office	\$400.00
Water Filtration Plant	\$400.00
Wastewater Treatment Plant	\$550.00

Roll Call

Mrs. Keyser	Aye
Mr. Chase	Aye
Ms. Della-Croce	Abstain
Mrs. DeRosier	Abstain
Mr. Glasson	Aye
Mr. Altmiller	Aye

Motion carried 4 Aye votes – 2 Abstentions

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

Mr. Downey reported that the Executive Session was held from 6:00 P.M. to approximately 7:01 P.M. with litigation, potential litigation and personnel matters being discussed.

Mr. Downey stated that it was requested in mid-November that he issue letters to three (3) separate dwellings on New School Lane for removal of trees, pool(s) shed(s) from the Authority's easements. 37 New School Lane complied promptly; 33 New School Lane had a tree and a pool; 47 New School Lane had a shed and pool. Mr. Downey has been informed by personnel at the Wastewater Treatment Plant that 33 New School Lane has removed the tree but not the pool; 47 New School Lane has removed nothing.

Mr. Downey is requesting Board authorization to proceed with the next step in order to have these items removed.

Motion

Mrs. Keyser made a motion, seconded by Ms. Della-Croce, authorizing Mr. Downey to proceed with the next step in order to have the shed and pool removed from 47 New School Lane.

Roll Call

Mrs. Keyser	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. DeRosier	Aye
Mr. Glasson	Aye
Mr. Altmiller	Aye

Motion carried unanimously

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Investment Policy

Mr. Downey stated that he has been in contact with Ms. Koszarek regarding an Investment Policy. This policy is intended to define the parameters within which funds are to be managed. In methods, procedures, and practices, the policy formalizes the framework for the Authority's investment activities that must be exercised to ensure effective and judicious fiscal and investment management of the Authority's funds. The guidelines are intended to be broad enough to allow the investment officer to function properly within the parameters of responsibility and authority, yet specific enough to adequately safeguard the investment assets.

Ms. Koszarek has obtained several formats of various investment policies. After some discussion between Mr. Downey and Ms. Koszarek they determined that one format that is used by the organization known as the Government Financial Officer's Association was the best format to work from. Things were removed that made no sense and added things that were better suited for the Authority. Ms. Koszarek forwarded the revised Policy to one of the Advisors that she has been dealing with and we received a response it was OK with them. Mr. Downey stated that from a legal stand point that it provides for appropriate ethical considerations so that there is no appearance of improprieties it does not permit Board Members or Employees to use these people for their own personal investments.

Ms. Koszarek stated that we had spoken several times regarding investing some of the Authority's money. After attending a seminar she came across this company that is totally federally deposit insured. Before we could start to invest, the Authority needed to develop an Investment Policy which has been presented to the Board tonight. Since the Board has not had a chance to review the Investment Policy the Board decided to make their decision at the February 27th meeting after they have had a chance to review the Investment Policy.

Tree Loan Agreements

Ms. Koszarek stated that last month we talked about the 6% interest rate for any participant defaulting on their payments. Letters are being sent out to those participants that have been lax in their payments. One of the questions that Ms. Koszarek has been asked by the Board is how much money is in arrears. Ms. Koszarek stated that currently we have a cost of \$135,500 of this amount \$83,560 outstanding and of that amount \$49,849 overdue. Since the letters have gone out we have gotten a pretty good response. Mr. Altmiller asked if a lot were way past due. Ms. Koszarek responded that some are.

Ms. Koszarek stated that the first thing we do is assess them the 6% and hoping that since this is the first aggressive attempt we have made to collect the money we're hoping to bring the money in, unfortunately if you lien the property we're not sure when or if we'll receive the money. Ms. Koszarek asked Mr. Downey if we are even able to lien the properties to try and collect the money due. Mr. Downey responded that we can lien and under the new statutes you can add a significant percentage. The aim is to get the money now and when you lien a property there is the possibility that we would never receive payment depending on what else is owed on the property. Mr. Downey also pointed out that we have had superb success going before a judge, telling them here's the issue, here's what they owe and here's what they agreed to pay here's the balance due, enter judgment.

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Ms. Koszarek stated that our first goal is to try and work with the participants as much as we can. Mr. Altmiller asked if you have someone that is making the attempt to try and get caught up then you don't apply the 6% penalty and if you have someone that just doesn't respond one way or the other...Mr. Downey added that the Authority has considerable if not absolute discretion. Mrs. DeRosier stated that in the minutes it states that for any tree loan removal amount up to \$5,000 can be taken out up to three (3) years and above \$5,000 is five (5) years. Mr. Downey stated that if this Authority is given of any issue with tree roots and we do not do anything about it then we are responsible for it and the Authority no longer has the protection of the laws that the Commonwealth provides us.

Finance Director's Report

Credit Card Statement

Ms. Koszarek stated that this is the first time that we have received a statement for our credit card use. The Authority brought in \$1,990,542 in credit card payments in 2013. Mr. Altmiller asked what the credit card fees were with Ms. Koszarek responding that it is down to approximately 2% from 4% until we went with a new company. Ms. Koszarek also stated that she started running an aging report and in 2011 we had \$196,000 at 90 days and at December 13, 2013 \$111,000 at 90 days.

Unadjusted Balances

Beginning Balance (Unadjusted)	\$12,213,449.80
Accounts Payable	< 173,476.08 >
Committed Funds	< 3,919,276 >
Unadjusted Bank Balance	\$8,120,697.72

New Business

2014 - Vehicle Repair

Motion

Mr. Chase made a motion, seconded by Mr. Altmiller, to assign the vehicle repairs for the Water Treatment Plant to Tullytown Auto Repairs located at 291 Main Street, Tullytown, PA 19007, and the vehicle repairs for the Wastewater Treatment Plant to Suders Automotive, 1315 Randall Avenue, Levittown, PA 19057. Any large trucks needing repairs are permitted to be taken to Morrell's Tractor, 179 Falls-Tullytown Road, Levittown, PA 19057.

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Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Ms. Della-Croce Aye
Mrs. DeRosier Aye
Mr. Glasson Aye
Mr. Altmiller Aye
Motion carried unanimously

Old Business

Mrs. DeRosier asked Dr. Rajput about the copier lease. Dr. Rajput replied that the lease is still not up. Mr. Altmiller to clarify stated that Mrs. DeRosier is just trying to get all the copiers on the same lease. Mrs. Marterella stated that we are going into our fourth year of a five year contract for the Administration Office and the Water Treatment Plant and it looks like the Wastewater Treatment Plant is only a few months behind that. Mrs. Marterella will have the definite dates for the Board by the February meeting.

New Business

Mrs. Marterella introduced herself as the Chairperson for the Clerical and Meter Reading Department of the Authority. She stated that after last month's meeting a Board Member approached her concerning ongoing meetings that her unit has been having with the Managing Director and the Union Rep concerning job positions within their unit. From what she has heard through the Board Member it was said that we discussed originally that the Clerical position at the Wastewater Plant, which is now vacant should and needs to be filled and remain as is. After meetings and so forth with Dr. Rajput, it was decided that we would combine that clerical position and form a Secretarial job between the two positions. When meeting with Dr. Rajput he felt that the position was no longer needed at the Wastewater Treatment Plant where we know and feel that it is needed.

Mrs. Marterella further stated that after a number of meetings both the Shop Steward and herself decided that maybe there was another way to approach this. Rather than losing the position and keeping our unit whole, we could take the Inventory Clerk and the Clerk Typist position and combine them together and make that salary equal to the salary of the Secretary at the Water Filtration Plant Dr. Rajput recommended making the Clerical position a floater. Mrs. Keyser replied that we already have a floater, we need someone steadily at the Main Office, and they're very shorthanded. Mrs. Keyser wanted to clarify what Mrs. Marterella was proposing. She went on to say what you are saying is to combine the Inventory Clerk's position with the Clerical position that is currently vacant at the Wastewater Plant and that both the Inventory Clerk and the Secretary for the WWTP Staff are supposedly both doing the other clerical job with ten, twelve, fourteen and more hours of overtime. How is that cost effective to us rather than just filling the position and cutting out a lot of overtime.

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Dr. Rajput replied that he feels that is up to the Board however his recommendation as he previously presented was that we could make that position a floater, it would mainly be at the Administration Office but in the event either plant needs some help you have it. We have always had overtime. Mrs. Keyser replied, not like this. With this much overtime it needs to be filled.

Mrs. Keyser stated to Dr. Rajput that we already have a floater who you do not use effectively Mrs. Marterella added there are employees that want the overtime but at this point, I'm tired of coming early or staying late to get my work done because I need to fill in for another employee or cover lunches, etc. This certainly makes a determination again that the position is needed.

Mr. Chase stated that what Dr. Rajput presented to the Board last month was that they had come to an agreement with the Union to eliminate the one clerical position at the Wastewater Plant, make that one job, a combined job which would be equivalent to the Secretary's position at the Water Treatment Plant, repost that job, also one more position filled up at the Administration Office. Dr. Rajput recommended that if the Board decided to put someone at the Administration Office that it be a floater.

After further discussion Mr. Chase thanked Mrs. Marterella for her input. He stated that he just took over as Chairman a few minutes back and what he wants to do before the night is out is to appoint a Personnel Committee to sit down with the Union Reps, Dr. Rajput and Ms. Koszarek and report back to the Board recommendations based on everyone's input, what everyone wants, plus finances. Unfortunately, we cannot make everyone happy with whatever we do but hopefully we can meet at a middle ground where we're not hurting the union or the Authority, where everyone would benefit a little bit.

Personnel Committee

Mr. Chase asked for three volunteers and made the following appointments to the Personnel Committee: Janet Keyser to serve as Chair, Rich Altmiller and Sandy Della-Croce with Susan DeRosier serving as an alternate to this committee.

Public Participation

Mrs. DeRosier reminded everyone about the handout's she gave to the Board tonight and she hopes everyone reads them.

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Adjournment

Mr. Altmiller made a motion, seconded by Mrs. Keyser, to adjourn the Board meeting at 9:02 P.M.

Motion made and carried unanimously by the Board to adjourn the meeting at 9:02 PM.

Respectfully submitted by:


Susan DeRosier
Board Secretary

SDR/dm
DPM: 0041/16