

# *Lower Bucks County Joint Municipal Authority*

## *Board Meeting Minutes ~ September 27, 2018*

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday September 27, 2018 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 7:03 P.M., which was followed by the Pledge of Allegiance and a moment of silence for all of our service men and women who have risked their lives and given their lives every day to protect our freedom.

### ROLL CALL

Mrs. Magro took roll call as follows:

### BOARD MEMBERS PRESENT:

James Chase  
Joseph Glasson  
Cindy Murphy  
John Monahan  
Bobbie DePalo  
Rich Altmiller

### ALSO PRESENT

Vijay Rajput, Ph.D., P.E., Managing Director  
Debbie Magro, Administrative Secretary  
Colleen Dunn, Finance Manager  
James A. Downey, III, Solicitor  
Nancy Burnell, Meter Department Supervisor  
Mike Hoelzle, Assistant Superintendent, WTP  
Mike Andrews, P.E. WWTP Manager/Engineering Assistant

### PUBLIC PARTICIPATION

There was no Public Participation.

### RATIFICATION AND APPROVAL OF THE JULY 2018 ACCOUNTS PAYABLE AS PRESENTED TO THE BOARD DIRECTORS.

### MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, approving the July, 2018 Accounts Payable as presented.

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### ROLL CALL ON THE MOTION

Mr. Monahan           Aye  
Mrs. Murphy           Aye  
Mr. Altmiller           Aye  
Mr. Chase              Aye  
Mr. Glasson            Aye  
Mrs. DePalo            Aye  
Motion carried unanimously

### RATIFICATION AND APPROVAL OF THE AUGUST 2018 ACCOUNTS PAYABLE AS PRESENTED TO THE BOARD DIRECTORS.

#### MOTION

Mr. Monahan made a motion, seconded by Mr. Glasson, approving the August, 2018 Accounts payable as presented.

### ROLL CALL ON THE MOTION

Mr. Monahan           Aye  
Mrs. Murphy           Aye  
Mr. Altmiller           Aye  
Mr. Chase              Aye  
Mr. Glasson            Aye  
Mrs. DePalo            Aye  
Motion carried unanimously

### APPROVAL OF THE SEPTEMBER 2018 ACCOUNTS PAYABLE AS PRESENTED TO THE BOARD DIRECTORS

#### MOTION

Mr. Altmiller made a motion, seconded by Mrs. DePalo, approving the September 2018 Accounts Payable as Presented to the Board Directors.

### QUESTIONS/COMMENTS

Mr. Altmiller questioned the following invoice(s):

Blonder's  
Invoice #09-12-18  
Amount: \$454.99  
Washing machine/Meter Mechanic's Office

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Mr. Chase stated that instead of having a laundry service, the Authority provides the washing machine for employees to use.

McCafferty Ford  
Invoice #14444  
Amount: 47.35  
S-3 Lube, oil & filter, fix a/c no charge warranty

Mr. Glasson explained that this was for the Field Technician, Lift Station Supervisor's vehicle. There was no charge to fix the A/C as it is under warranty. The only thing that the Authority was charged for was the oil & filter.

Mount Materials, LLC  
Several Invoices  
Amount: 1,679.79  
Concrete disposal for Hunt and Hawk Road. Contract WWTP-198.

Dr. Rajput explained that we do have a dump truck and we take concrete to this disposal site. Mr. Altmiller stated that there are places nearby that we can take this material to and would be less expensive. Mr. Altmiller will give Dr. Rajput the information.

Rumsey  
Invoice #S5405597.001 & CM  
Amount: \$15,060.94  
Replacing incorrect parts – PLC Upgrade – DAF Bldg.

Mr. Altmiller asked if this is in regards to the parts that were given to the Authority in error. Dr. Rajput explained that the incorrect parts were returned and we have already received credit from Rumsey on some of the parts and will be receiving credit on all the returned parts. This purchase is for the correct replacement parts. Rumsey is also giving us additional cost reduction on these replacement parts.

Turtle & Hughes, Inc.  
Invoice #3036823-00  
Amount: 895.14  
Replacing bad breaker – field side LD Davis Bldg.

There was a discussion regarding the above with Dr. Rajput replying that he will check to see if there is a warranty.

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APPROVAL OF THE BOARD MEETING MINUTES OF JULY 26, 2018

MOTION

Mr. Altmiller made a motion, seconded by Mrs. DePalo, approving the Board Meeting Minutes of July 26, 2018.

QUESTIONS/COMMENTS

Mr. Nye, a member of the audience asked if they have been published yet. Mr. Chase replied that once they are approved they will be added to the Authority's website.

ROLL CALL ON THE MOTION

Mr. Monahan           Aye  
Mrs. Murphy           Aye  
Mr. Altmiller           Aye  
Mr. Chase              Aye  
Mr. Glasson            Aye  
Mrs. DePalo            Aye

Motion carried unanimously

MANAGING DIRECTOR'S REPORT

CONTRACT NO. WWTP-391: FURNISH AND DELIVER THREE (3) GRINDERS FOR THE WASTEWATER PUMP STATIONS

Bids were opened on September 20, 2018 for Contract WWTP-391. This project involves the purchase of three (3) grinders for the installation at; Low Lane Wastewater Pump Station, North Park Wastewater Pump Station and Bloomsdale Wastewater Pump Station. This is part of the current Capital Improvement Budget.

NAME & ADDRESS OF BIDDER	TOTAL BASE BID PRICE
Franklin Miller, Inc. 60 Okner Parkway Livingston, NJ 07039	\$126, 845.00

After reviewing all documentation, it is recommended awarding Contract No. WWTP-391: Furnish and Deliver Three (3) Grinders for the Wastewater Pump Stations to Franklin Miller, Inc., located at 60 Okner Parkway, Livingston, NJ 07039 for the total base bid amount of \$126,845.00. (Note: the total base

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amount includes stated cash allowance of \$5,000.00 for additional work if required). Most of the installation work will be done in-house by the Authority's Wastewater Treatment Plant Mechanics.

### MOTION

Mr. Altmiller made a motion, seconded by Mrs. DePalo, to award Contract No. WWTP-391: Furnish and Deliver Three (3) Grinders for the Wastewater Pump Stations to Franklin Miller, Inc., located at 60 Okner Parkway, Livingston, NJ 07039 for the total base bid amount not to exceed \$126,848.00.

### ROLL CALL ON THE MOTION

Mr. Monahan           Aye  
Mrs. Murphy           Aye  
Mr. Altmiller           Aye  
Mr. Chase              Aye  
Mr. Glasson            Aye  
Mrs. DePalo            Aye  
Motion carried unanimously

### CONTRACT NO. WWTP-393: FURNISH AND DELIVER ROCK SALT (SODIUM CHLORIDE) FOR THE 2018-2019 SEASON THROUGH THE BUCKS COUNTY CONSORTIUM SALT BID

The Bucks County Consortium opened bids for the purchase of Rock Salt for the 2018-2018 season on Monday, August 27, 2018. The results are listed below:

BIDDER	BID AMOUNT	
	Delivered Price \$/Ton	Undelivered Price \$/ Ton
Morton Salt, Inc.	\$47.92	\$47.00
Cargill Deicing Technology	\$61.97	\$60.00
Eastern Salt Company	\$59.90	\$59.90
Detroit Salt Company	\$63.42	\$63.42

After reviewing all documentation, it is recommended awarding Contract No. 393: Furnish and Deliver Rock Salt (Sodium Chloride) for the 2018-2019 Season through the Bucks County Consortium Salt Bid to Morton Slat, Inc., located at 444 West Lake Street, Suite 3000, Chicago, IL 60606 with a unit bid price of \$47.92 per ton delivered as per the specifications and general conditions contained in the bid documents. This Contract will run thru September 30, 2019.

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### MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to award Contract No. 393: Furnish and Deliver Rock Salt (Sodium Chloride) for the 2018-2019 Season through the Bucks County Consortium Salt Bid to Morton Salt, Inc., located at 444 West Lake Street, Suite 3000, Chicago, IL 60606 with a unit bid price of \$47.92 per ton delivered and \$47.00 per ton undelivered.

### ROLL CALL ON THE MOTION

Mr. Monahan	Aye
Mrs. Murphy	Aye
Mr. Altmiller	Aye
Mr. Chase	Aye
Mr. Glasson	Aye
Mrs. DePalo	Aye

Motion carried unanimously

### WWTP 394: FURNISH AND SUPPLY NEW KENNEDY FIRE HYDRANTS, VALVES AND PIPE TO LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY, LEVITTOWN, BUCKS COUNTY, PENNSYLVANIA

Bids were opened on September 20, 2018 for Contract WWTP 394 for the purchase of Fire Hydrants, Pipes, Valves and Appurtenances (sleeves, bends, tees, repair clamps, repair bands, etc.) for a period of one (1) year. This is a unit bid price contract. Hajoca Corporation located in Lansdale Pennsylvania was the only bidder on this contract and they are the current contractor supplying the items listed. Based on review of the bid proposal, qualifications and technical specifications, it is recommended awarding Contract WWTP 394: Furnish and Supply New Kennedy Fire Hydrants, Valves and Pipe to Lower Bucks County Joint Municipal Authority, Levittown, Bucks County, Pennsylvania to Hajoca Corporation, located in Lansdale, Pennsylvania for the unit base bid pricing presented in the bid tabulation document.

### MOTION

Mr. Altmiller made a motion, seconded by Mr. Glasson, to award Contract WWTP 394: Furnish and Supply New Kennedy Fire Hydrants, Valves and Pipe to Lower Bucks County Joint Municipal Authority, Levittown, Bucks County, Pennsylvania to Hajoca Corporation, located in Lansdale, Pennsylvania for the unit base bid pricing presented in the bid tabulation document.

### ROLL CALL ON THE MOTION

Mr. Monahan	Aye
Mrs. Murphy	Aye
Mr. Altmiller	Aye
Mr. Chase	Aye
Mr. Glasson	Aye
Mrs. DePalo	Aye

Motion carried unanimously

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### CLEANING OF TWO (2) FLOW EQUALIZATION TANKS

Dr. Rajput reported that air distribution piping of the flow equalization tank is broken and needs to be repaired. In order to repair this the tanks need to be emptied and clean out the tanks. This will involve removal and disposal of accumulated sediment sludge and grit at the landfill. The Authority has received a quotation from Franc Environmental, Inc. to clean the tanks on a unit price per day basis. This will exclude the cost of the disposal of sludge sedimentation and grit removed as the Authority currently has a contract with Waste Management for sludge from the Wastewater Treatment Plant. Therefore the sludge and grit removed from the tanks will be disposed of by the Authority under this contract.

Dr. Rajput is requesting Board approval to retain Franc Environmental, Inc. for the cleaning of the Flow Equalization Tanks with the following unit Price:

1. Equipment and Crew – Crane, dumpsters, roll-off trucks and crew \$6,000/day
2. Equipment and Crew – Hi-Vac, Vac Truck and tank cleaning crew \$4,500/day

### MOTION

Mr. Altmiller made a motion, seconded by Mr. Glasson, to accept the proposal from Franc Environmental for the cleaning of the Flow Equalization Tanks for the unit price of \$6,000/day to include Crane, dumpsters, roll-off trucks and crew and the unit price of \$4,500/day to include Hi-Vac, Vac Truck and tank cleaning crew.

### QUESTIONS/COMMENTS

Mr. Glasson asked Dr. Rajput if he had an estimated completion time on this project. Dr. Rajput replied that it could take three (3) to six (6) days per tank depending on the quantity of the sediment deposit. Dr. Rajput stated that any sediment sludge removed from the tank will be disposed of under the Authority's current sludge disposal contract.

### ROLL CALL ON THE MOTION

Mr. Monahan           Aye  
Mrs. Murphy           Aye  
Mr. Altmiller           Aye  
Mr. Chase              Aye  
Mr. Glasson            Aye  
Mrs. DePalo            Aye  
Motion carried unanimously

### DELAWARE CANAL

Dr. Rajput reported that the Authority has been in discussions with a Park Manager from the Department of Conservation and Natural Resources (DCNR) pertaining to the Authority's water main

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crossing the Delaware canal at Haines Road. The existing Delaware Canal pipe collapsed and the DCNR needs to replace it and they are looking for any help they can get regarding this replacement project. The Park Manager reached out to the Authority regarding this. Presently, the Authority has a six (6) inch water main on the side of Route 13 South and it would be beneficial for us to loop this dead end to the existing six (6) inch line on Junewood Drive and Haines Road. We believe that working together on this project would be advantageous to both Delaware Canal Park and the Authority. The Authority has proposed to the DCNR to allow the Authority to install our eight (8) inch water main through the canal and in turn the Authority has offered to excavate and remove the roadway cover and existing steel corrugated pipe from headwall to headwall crossing Haines Road. The Authority will excavate and install an eight (8) inch water main, encased it with concrete beneath the bottom of the new canal conveyance pipe, the Authority will back fill the water mains excavation to the existing elevation and grade the bed of the canal. The Authority can also supply stone if needed. All the required permits will be obtained by the DCNR staff. We have already sent sketch plans and profile view of the proposed water main crossing to DCNR for their review. The Authority has also received an application for Right of Way for its eight (8) inch water crossing. Dr. Rajput is requesting Board approval for authorization to work with DCNR for the above proposed water main crossing and executing any required Right of Away Agreement documents.

### MOTION

Mr. Altmiller made a motion, seconded by Mrs. DePalo, granting permission to Dr. Rajput to negotiate with the DCNR (Department of Conservation and Natural Resources) for the crossing of the Authority's water main with the required encasement and sleeve under the canal and offer the services as Dr. Rajput stated.

### ROLL CALL ON THE MOTION

Mr. Monahan	Aye
Mrs. Murphy	Aye
Mr. Altmiller	Aye
Mr. Chase	Aye
Mr. Glasson	Aye
Mrs. DePalo	Aye

Motion carried unanimously

### PROJECT WTP 140: WATER TREATMENT PLANT SCADA SYSTEM UPGRADE

The Authority is continuing with the upgrade and retrofit of the existing PLCs and SCADA System at the Water Treatment Plant. A purchase order is being placed for PLCs Conversion/Retrofit for the High Service Pump System.

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### CONTRACT WWTP 384: REPLACEMENT OF ROOFING SYSTEMS AND ASSOCIATED WORK ON VARIOUS BUILDINGS AT THE WATER AND WASTEWATER TREATMENT PLANTS, LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY

Notice of Intent to Award was issued to Munn Roofing Corporation along with all contract documents that need to be signed.

### CONTRACT WWTP 392: INSTALLATION OF CURED-IN- PLACE SANITARY SEWER LINING IN VARIOUS LOCATIONS – PHASE VI

Notice of Intent to Award was issued to IPR Northeast, LLC along with all contract documents that need to be signed.

### COMPUTER – EMAIL – GPS

As part of an ongoing project, the Authority is investigating the feasibility of exchanging our in-house server based email hosting to the cloud based Microsoft 365. Dr. Rajput feels that this will be more cost effective and a newer technology to meet our email requirements. The Authority is also evaluating other qualified GPS service providers.

### WATER DISTRIBUTION SYSTEM MAINTENANCE PROGRAM – REHABILITATION/REPLACEMENT OF EXISTING WATER MAINS – PHASE IV

Under the ongoing phase IV of the Water Main Replacement Project, approximately 5,140 lineal feet of water mains have been replaced/installed to date in 2018 on the following streets:

Rust Hill Road	1300 ft.
Rose Apple Road	1370 ft.
Hawk Road	1420 ft.
Hunt Road	1050 ft.

### REHABILITATION OF THE EXISTING H-PATTERN (VALVING SYSTEM AT THE WATER TREATMENT PLANT

On September 5<sup>th</sup> and 6<sup>th</sup>, 2018 rehabilitation of the existing H-Pattern valving system consisting of five (5) 12 inch valves on a 20 inch water main at the Water Treatment Plant was completed. The entire job was performed in-house by our Field Department.

### LOCAL LIMITS REEVALUATION/HEADWORK ANALYSIS – PRETREATMENT PROGRAM

Monitoring to collect data on sludge effluent to the digester and removal efficiencies across the Primary Treatment process was completed during the week of July 5<sup>th</sup>, 2018. Once we receive analytical data from the lab, we will start evaluation of our Industrial Pretreatment Local Limits.

### 2018 AVAILABLE OPERATOR REPORTS FOR WATER AND WASTEWATER TREATMENT PLANTS

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As per the requirements of PADEP, the required available Operator Reports were submitted to PADEP along with Chapter 302 Annual Service Fees.

### WATER AND WASTEWATER SYSTEMS

The average daily drinking water supplied for the month of July 2018 was approximately 8.46 MGD. The monthly average effluent flow from the Wastewater Treatment Plant was approximately 6.55 MGD for the month of July 2018.

### SOLICITOR'S REPORT – JAMES A. DOWNEY, III, ESQUIRE

Mr. Downey noted that the Executive Session was held from 6:30 P.M. to approximately 7:00 P.M., at which time several personal matters were discussed along with several lawsuits:

CASE #4147-2017 – Scheduled for hearing on 10/10/2018

CASE #0139-2016 - A hearing was asked for

CASE #5138-2018 – Waiting for Sherriff's service. Mr. Downey was informed that some haste is required as the sewer line in the rear of this property is collapsing.

### FINANCE MANAGER'S REPORT

Mrs. Dunn handed her report earlier to the Board for review.

#### **Employee Status:**

- Short Term Disability - One employee is still out.

Mr. Altmiller inquired about another employee. Mrs. Dunn replied that he tendered his intent to retire however, it is not official as yet.

### 2019 MMO - (09-469-6 N2) – SUPERVISORY UNIT

Mrs. Dunn is requesting Board approval to pay the 2019 MMO (Minimum Municipal Obligation) for Pension Plan (09-469-6 N2) – Supervisory Unit in the amount of \$584,680.83.

### MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, approving the payment of the 2019 MMO (09-469-6 N2) for the Supervisory Unit in the amount of \$584,680.83.

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### ROLL CALL ON THE MOTION

Mr. Monahan           Aye  
Mrs. Murphy           Aye  
Mr. Altmiller           Aye  
Mr. Chase              Aye  
Mr. Glasson            Aye  
Mrs. DePalo            Aye  
Motion carried unanimously

### 2019 MMO - (09-469-6 N1) – NON-SUPERVISORY UNIT

Mrs. Dunn is requesting Board approval to pay the 2019 MMO (Minimum Municipal Obligation) for Pension Plan (09-469-6 N1) – Non Supervisory Unit in the amount of \$305,608.14.

### Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, authorizing Mrs. Dunn to pay the 2019 MMO (Minimum Municipal Obligation) for the Non-Supervisory Unit in the amount of \$305,608.14.

### ROLL CALL ON THE MOTION

Mr. Monahan           Aye  
Mrs. Murphy           Aye  
Mr. Altmiller           Aye  
Mr. Chase              Aye  
Mr. Glasson            Aye  
Mrs. DePalo            Aye  
Motion carried unanimously

### NEW BUSINESS

#### LOW DUTY PUMP – WATER TREATMENT PLANT

Dr. Rajput informed the Board that the Low Duty Pump for the Water Treatment Plant is not functioning properly so it will need to be replaced. As this is on an emergency basis, Dr. Rajput is asking for Board approval to purchase two (2) Low Duty Pumps one to be utilized immediately and one in reserve.

After further discussion, the following motion was made:

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### QUESTIONS/COMMENTS

Mr. Altmiller asked that Dr. Rajput report back to the Board at the October meeting with replacement costs for the pumps.

### MOTION

Mr. Altmiller made a motion, seconded by Mr. Glasson, authorizing Dr. Rajput to purchase two (2) Low Duty Pumps on an emergency basis, not to exceed \$225,000 for both pumps.

### ROLL CALL ON THE MOTION

Mr. Monahan	Aye
Mrs. Murphy	Aye
Mr. Altmiller	Aye
Mr. Chase	Aye
Mr. Glasson	Aye
Mrs. DePalo	Aye

Motion carried unanimously

### HIGH SERVICE PUMP

Dr. Rajput reported that the impeller on the High Service Pump might be able to be repaired or rebuilt. It will be sent to the shop to see what can be done. Dr. Rajput is asking for Board approval to purchase what is needed to repair and or replace the impeller.

After further discussion the following motion was made:

### MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, authorizing Dr. Rajput to purchase whatever is needed in order to repair or replace the impeller for the High Service Pump.

### ROLL CALL ON THE MOTION

Mr. Monahan	Aye
Mrs. Murphy	Aye
Mr. Altmiller	Aye
Mr. Chase	Aye
Mr. Glasson	Aye
Mrs. DePalo	Aye

Motion carried unanimously

### TOOLS/INVENTORY

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Mr. Altmiller stated that he has seen a number of bills for tools, obviously new tools are needed often. Does the Authority put serial numbers on them, do we have an Inventory list to enable tracking and making sure when one goes bad it is removed from the inventory list. Dr. Rajput replied that the Authority does have an Inventory list for tracking purposes. We are working on revising it in order to keep better track of everything.

OLD BUSINESS

There was no Old Business brought before the Board at this time.

PUBLIC PARTICIPATION

There was no Public Participation.

ADJOURNMENT

Mr. Altmiller made a motion, seconded by Mrs. DePalo, to adjourn the Board meeting at 7:51 P.M. Motion carried unanimously.

Respectfully submitted by:

  
Cynthia Murphy  
Secretary

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CM/dm  
DPM0017