

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ November 17, 2020

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Tuesday, November 17, 2020 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 7:01 P.M., which was followed by the Pledge of Allegiance. Mr. Chase 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: James Chase
Joseph Glasson
John Monahan
Cynthia Murphy
Michael Sidoti

Absent: Michele Hammar

Also Present: Vijay Rajput, Ph.D., P.E., Managing Director/Director of Operations
Mike Andrews, P.E., WWTP Manager/ Engineering Assistant
Phil Smythe, Field Technician
Nancy Burnell, Meter Department Supervisor
Colleen Dunn, Finance Manager
Fred Walcott, Superintendent, Water Treatment Plant
James A. Downey, III, Solicitor
Carl Hogan, BBD, LLC Auditing

Public Participation

There wasn't any public participation.

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Approval of the November's 2020 Accounts Payables

Motion: Mr. Sidoti made a motion, seconded by Mr. Monahan to approve October's 2020 Accounts Payables as presented to the Board Directors.

Roll Call on the Motion*

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

Motion carried unanimously

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

Approval of the Board Meeting Minutes of October's, 2020

Motion: Mrs. Murphy made a motion, seconded by Mr. Glasson to approve October 22, 2020 Board Meeting Minutes.

Roll Call on the Motion

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

Motion carried unanimously

Audit Report By BBD, LLP

Mr. Hogan of BBD, LLP, presented to the Board of Directors the preliminary audit for the year 2019. Mr. Hogan stated they are waiting for PMRS to send their information to Lower Bucks County Joint Municipal Authority for the year 2019. Once this information is given to the Authority, BBD, LLP will complete their audit for the Authority. Mr. Hogan reported that the Authority is in good financial status at this time. He also stated that the Authority does an exceptional job with the annual budget; he emphasized that both the revenues and expenditures were precisely projected, and he rarely sees such accuracy.

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Mrs. Murphy asked if internal policies and controls are in place at the Authority to BBD's satisfaction. Mr. Hogan's response to this question was, yes policies and controls are in place.

MANAGING DIRECTOR'S REPORT

Dr. Rajput stated that currently, there is a total of four (4) Yeomans pumps at the flow equalization; of these four pumps, the rotating assemblies of three pumps have been replaced. The rotating assembly of one remaining raw pump is more than thirty (30) years old and is no longer rebuildable and requires replacement with a retrofit rotating assembly with similar features/dimensions and capacity. Considering very long delivery/lag time (typically 5 to 6 months), the second rotating assembly will serve as a backup/spare. In this regard, we have obtained quotations to purchase two new Yeomans rotating assemblies to retrofit the existing Yeomans pumps from Municipal Maintenance Company (representative/supplier of Yeomans pumps). Total quoted price of two rotating assemblies is \$77,920.00. We recommend purchasing the above stated two (2) Yeomans rotating assemblies to retrofit the existing pumps at flow equalization system to Municipal Maintenance Company with the total amount not to exceed \$80,000.00.

Motion: Mrs. Murphy made a motion, seconded by Mr. Sidoti to approve (2) Yeomans rotating assemblies to retrofit the existing pumps at flow equalization system to Municipal Maintenance Company with the total amount not to exceed \$80,000.00.

Roll Call on the Motion

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

Motion carried unanimously

Dr. Rajput stated that a request from the contractor to extend their current contract completion date due to the ongoing outbreak of COVID-19 has been received. The Contractor is requesting a total of 90 days extension under the same terms and conditions of the current contract No. WWTP-392 with no additional charges or liability to the Authority. This would change the current contract completion date from November 4, 2020 to February 2, 2021. Considering this ongoing COVID-19 Pandemic and as requested, we recommend extending the current contract completion date to February 21, 2021 with no additional charges or liability to the Authority.

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Motion: Mrs. Murphy made a motion, seconded by Mr. Glasson to approve a total of 90 days extension for contract WWTP 392-Installation of Cured-In-Place Sanitary Sewer Lining in Various Locations- Phase VI making the completion date February 21, 2021 with the same terms and conditions with no additional charges or liability to the Authority.

Roll Call on the Motion

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

Motion carried unanimously

Dr. Rajput presented that under the ongoing vehicle replacement program, we would like to recommend replacing the existing 2009 Ford Escape -Vehicle S-26 (Easement program). This vehicle has approximately 75,000 plus miles. This vehicle is showing sign of imminent failure of its transmission, the engine will need new cam phasers, valve train cylinder head and cam bearing may need to be replaced, and the suspension may need to be replaced. It is our opinion that it is more economical to replace this vehicle than putting more money into its repair/rehabilitation work. We are also proposing to trad in this vehicle. We have received proposals/quotations prepared by Fred Beans Ford of Langhorne under COSTARS Contract #25-315, COSTARS Vendor ID No. for a 2020 Ford Edge, 4dr AWD SEL with quoted price under the COSTAR contract is \$31,820.88 (total Price without COSTAR \$37,755.00, therefore, COSTARS Discount received on this vehicle is \$5,934.12). We would like to request the Board for its consideration to approve purchasing the above stated 2020 Ford Edge with a total cost not to exceed \$34,000 from Fred Beans Ford of Langhorne under COSTARS contract #25-315, COSTARS Vendor ID No. 124795.

Motion: Mr. Sidoti made a motion, seconded by Mrs. Murphy to approve the purchase of a 2020 Ford Edge, 4dr AWD SEL under the COSTARS contract# 25-315 Vendor ID. No.124795 price not to exceed \$34,000.00 from Fred Beans Ford of Langhorne.

Roll Call on the Motion

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

Motion carried unanimously

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Dr. Rajput requested the Boards consideration to trade in the 2009 Ford Escape (Vehicle No. S-26) and apply credit toward the purchase of the above stated vehicle.

Motion: Mrs. Murphy made a motion, seconded by Mr. Sidoti to approve trading in of the 2009 Ford Escape and any moneys be applied toward the purchase of 2020 Ford Edge.

Roll Call on the Motion

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

Motion carried unanimously

Dr. Rajput requested the Board of Directors to approve funds for the Christmas/holiday lunches for the Wastewater Treatment Plant, in the amount of \$600.00, Water Treatment Plant in the amount of \$450.00 and the Administration Office in the amount of \$450.00. Dr. Rajput also asked for approval of the \$25.00 gift card for each employee totaling approximately \$1,675.00.

Motion: Mrs. Murphy made a motion, seconded by Mr. Glasson approving the holiday lunches for the Wastewater Treatment Plant in the amount of \$600.00, Water Treatment Plant in the amount of \$450.00, Administration Office in the amount of \$450.00 and the \$25.00 gift card for each employee.

Roll Call on the Motion

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

Motion carried unanimously

Dr. Rajput reported that the following items of his report are for the Board of Directors' information purposes:

CONTRACT WWTP-407B: INSTALL TWO (2) AUTOMATIC FINE SEWAGE SCREENING SYSTEMS WITH TWO (2) WASHING COMPACTORS (CAPITAL IMPROVEMENT PROJECT)

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We have completed the required bid/contract documents, specifications, and engineering plans for the installation of the screening and washing compactor systems being purchased under the COSTARS Contract. A mandatory Prebid meeting was held at the Wastewater Treatment Plant on November 12, 2020. Bid proposals will be received on December 3, 2020 and results with our recommendations will be presented to the Board at the December Board meeting. All technical and engineering work is being performed in-house.

WATER TREATMENT PLANT LABORATORY

PADEP Bureau of Laboratory will be conducting a virtual/facetime inspection (Chapter 252 Assessment) of our Water Treatment Plant Laboratory on November 19, 2020 (generally, this inspection is conducted once every three years). All requested data/documents pertaining to Chapter 252 Assessment has been submitted to PADEP as per their request.

CONTRACT WWTP-416: FURNISH AND DELIVER ROCK SALT (SODIUM CHLORIDE) FOR THE 2020-2021 SEASON THROUGH THE BUCKS COUNTY CONSORTIUM-SALT BID

A Notice of Intent to Award to the contractor (**Morton Salt, Inc.**) along with all contract documents for signature has been issued.

CONTRACT NO. WWTP-410: FURNISH AND SUPPLY POLYMERS FOR SLUDGE THICKENING AND DEWATERING AT THE WATER & WASTEWATER TREATMENT PLANTS

Notice to Proceed has been issued to the contractor (Polydyne Inc.). The effective contract date of this contract is November 11, 2020. The duration of this contract is two (2) years.

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WATER AND WASTEWATER SYSTEMS

The average daily drinking water supplied for the month of October was approximately 6.85 MGD. The monthly average effluent flow from the wastewater treatment plant for the month of October was approximately 8.1 MGD. Both the Water Treatment Plant and Wastewater Treatment Plant are operating and performing well.

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

Mr. Downey reported Executive Session was held from approximately 6:30 P.M. to 7:00 P.M. during which time potential litigation and personnel matters were discussed.

Litigation

Case #686 CD 2020 – Pending in the Commonwealth Court of Pennsylvania

Case #AP2020-2180 – Pending in the Open Records of Harrisburg

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

There was no Old Business brought before the Board.

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New Business

There was no New Business brought before the Board

Adjournment

Mr. Sidoti made a motion, seconded by Mr. Glasson, to adjourn the Board meeting at 7:31 p.m.

Motion carried unanimously