

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ September 24, 2020

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday September 24, 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 7:06 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. Mr. Chase express the Boards condolences to Mrs. Murphy for the passing of her mother - in - law.

Roll Call

Mrs. Burnell took roll call as follows:

Present: James Chase
Joseph Glasson
Michele Hammar
John Monahan
Cindy Murphy
Michael Sidoti

Absent: None

Also, Present Vijay Rajput, Ph.D., P.E., Managing Director/Director of Operations
Nancy Burnell, Meter Department Supervisor
Colleen Dunn, Finance Manager
Phil Smythe, Field Technician/ Lift Station Supervisor
Tom Glasson, Part time Easement Inspector
Fred Walcott, Superintendent, Water Treatment Plant
Mike Hoelzle, Assistant Superintendent, Water Treatment Plant
James A. Downey, III, Solicitor

Public Participation

There wasn't any public participation.

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Ratification of the August 2020 Accounts Payables

Motion: Mrs. Murphy made a motion, seconded by Mr. Monahan to approve the August 2020 Accounts Payables as presented to the Board of Directors.

Roll Call on the Motion*

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

Motion carried unanimously

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

Approval of the Septembers 2020 Accounts Payables

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

Roll Call on the Motion*

Mr. Monahan	Aye
Mr. Chase	Aye
Mrs. Hammar	Aye
Mrs. Murphy	Aye
Mr. Sidoti	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 July 23, 2020

Motion: Mrs. Murphy made a motion, seconded by Mr. Monahan to approve July 23, 2020 Board Meeting Minutes.

Roll Call on the Motion*

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

Motion carried unanimously

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MANAGING DIRECTOR'S REPORT

Dr. Rajput presented that the Bucks County Consortium opened bids for the purchase of Rock Salt for the 2020-2021 season on Tuesday, August 25, 2020. The results of the bids, along with supporting documents, were forwarded to the Authority for review and award consideration. There were four (4) bidders. Morton Salt, Inc., located at 444 West Lake St., Suite 3000, Chicago, IL., submitted the lowest unit bid of \$47.75 per ton delivered. Dr. Rajput recommended awarding Contract WWTP-416-Furnish and Deliver Rock Salt for the 2019-2020 Season to Morton Salt, Inc., located at 444 West Lake Street, Suite 3000, Chicago, IL with a unit bid price of \$47.75 per ton delivered as per the specifications and general conditions contained in the bid documents. The current delivered price is \$48.50/ton delivered. This new Contract will run thru September 30, 2021.

Motion: Mr. Sidoti made a motion, seconded by Mr. Monahan to approve Contract WWTP-416: Furnish and Deliver Rock Salt (Sodium Chloride) for the 2020-2021 season through the Bucks County Consortium-Salt Bid.

Roll Call on the Motion

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

Motion carried unanimously.

Dr. Rajput presented that to address our aging water mains, the Authority has embarked on a long-term water main rehabilitation/replacement program. We are implementing this program in phases under the annual Capital Improvement Budget. Four phases have already been completed (2016, 2017, 2018 and 2019) and we are currently implementing phase five. To reduce outside contractor costs, our field department has been performing more work in-house. Under the current phase, most of the water main replacement work is being performed inhouse and we could realize a savings of more than \$400,000. Currently, we have one old dump truck (1996) that needs to be replaced. In this regard, we have received a quotation from Bucks County International, Inc. for a 2021 International HV607 SBA 4X2 with Beavroc model "SSM4" 304 stainless steel dump body under Costar's Contract #025-008 Municipal Work Vehicles. This investment will pay for itself. The total quoted price under Costar's Contract is \$136,892.00 for this dump truck. Dr. Rajput recommended awarding the contract number WWTP-417 under the Costar Contract #025-008 to purchase one (1) 2021 International dump truck ((HV607 SBA 4X2 with Beavroc model "SSM4" 304 stainless steel dump body) to Bucks County International, Inc. for the complete dump truck with the total amount not to exceed \$140,000.

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Motion: Mrs. Murphy made a motion, seconded by Mr. Glasson to approve Contract WWTP-417: Purchase of One (1) 2021 International Dump Truck (Six Wheel) With Stainless Steel Body Under Costar Contract #025-008, Field Department, Wastewater Treatment Plant with the total amount not to exceed \$140,000.00

Roll Call on the Motion

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

Motion carried unanimously.

Dr. Rajput presented that we have received a request from the contractor for the Contract No. WWTP-407A to extend their current contract completion date due to the ongoing outbreak of COVID-19. The manufacturer Hydro Dyne Engineering has encountered certain delays because of the COVID-19 pandemic, most significantly and negatively affecting the supply chain from labor interruptions, material shortages, and quarantined staff working from home. Therefore, the contractor Sherwood- Logan & Associates, Inc. is requesting an extension from the current contract completion date of November 7, 2020 to February 19, 2021. Considering this ongoing COVID-19 Pandemic and as requested, Dr. Rajput recommended to extend the current contract completion date of the Contract WWTP-407A to February 19, 2021 with no additional charges or liability to the Authority.

Motion: Mr. Sidoti made a motion, seconded by Mr. Glasson to approve Contract WWTP-407A: Furnish and Deliver Two (2) Automatic Center Flow Fine Sewage Screening Systems With Two (2) Washing Compactor Systems under The Costars Contract No. 016-123 (Capital Improvement Project).

Roll Call on the Motion

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

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Dr. Rajput presented that there is a total of four (4) pumps at the Kenwood Wastewater Pump Station (Main Lift Pumping Station). Of these four pumps, two pumps have been replaced. The remaining two pumps are more than thirty (30) years old and are no longer rebuildable and thus need to be replaced with retrofit pumps with similar features/dimensions and capacity. We began experiencing problems with these older pumps during last month's storm/wind and lengthy power outage. In this regard, we have obtained quotations to purchase two new Dry Pit (retrofit) pumps (Yeomans dry-pit submersible pump series 9235 model 12226 with 40hp motor) as well as two volutes and two suction elbows to retrofit the existing pumps, under COSTARS vender No. 267572 from Municipal Maintenance Company. These pumps typically require 5-6 months for delivery; therefore, we need to place the order to purchase these retrofit pumps as soon as possible so the factory can begin the process. Therefore, we recommend awarding contract number WWTP-418 under the Costar vender No. 267572 to purchase two dry-pit submersible pumps, volutes and elbows for the replacement/retrofit the existing pumps at main lift pump station to Municipal Maintenance Company with the total amount not to exceed \$160,000.00.

Motion: Mrs. Murphy made a motion, seconded by Mr. Monahan to approve Contract WWTP-418: Purchase Two (2) Dry-Pit Submersible Pumps, Volutes and Suction Elbows to Replace/Retrofit the Existing Old Pumps at Kenwood Wastewater Pump Station. Total amount not to exceed \$160,000.00

Roll Call on the Motion

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

Motion carried unanimously

Dr. Rajput requested the Board of Directors to extend the Temporary Educational Internship at the Wastewater Treatment Plant Laboratory for a period of three (3) months.

Motion: Mrs. Murphy made a motion, seconded by Mr. Sidoti to approved extending the Temporary Educational Internship at the Wastewater Treatment Plant Laboratory for period of three (3) months

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Roll Call on the Motion

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

Motion carried unanimously

Dr. Rajput requested the Board of Directors to approve to create a new position, Laboratory Controller/Analyst, with a rate of \$21.50 per hour at the Wastewater Treatment Plant. Dr. Rajput is working on finalizing the job description and upon completion will take the appropriate steps in fill this position. Dr. Rajput explained to the board that the title of this position may change; however, hourly rate will remain the same.

Motion: Mr. Glasson made a motion, seconded by Mrs. Murphy to approve a new position of Laboratory Controller/Analyst at a Rate of \$21.50 per hour.

Roll Call on the Motion

Mr. Monahan	Aye
Mr. Glasson	Aye
Mr. Chase	Aye
Mrs. Hammar	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:

1. CONTRACT NO. WTP-414: FURNISH AND SUPPLY CHEMICALS FOR LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY'S WATERTREATMENT PLANT

ITEM No. 1: ZINC POLYPHOSPHATE

Notice of Intent to Award has been sent to the Contractor (**Shannon Chemical Corporation**) along with all contract documents for signature. In this regard, we have received all the required executed documents, insurance certificate and bonds.

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ITEM No. 2: FLUOROSILICIC ACID

Notice of Intent to Award has been sent to the Contractor (**Univar USA, Inc.**) along with all contract documents for signature. In this regard, we have received all the required executed documents, insurance certificate and bonds.

ITEM No. 3: HYDRATED LIME

A Notice of Intent to Award has been sent to the Contractor (**Greer Industries/Greer Lime Company**) along with all contract documents for signature. In this regard, we have received all the required executed documents, insurance certificate and bonds.

ITEM No. 4: HYDRATED LIME BAGS (50LB BAGS)

A Notice of Intent to Award has been sent to the Contractor (**Greer Industries/Greer Lime Company**) along with all contract documents for signature. In this regard, we have received all the required executed documents, insurance certificate and bonds.

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

Notice of Intent to Award was issued to the Contractor (Polydyne Inc.). We have received the required executed contract documents and all the required documents from the contractor, however, are still waiting for the required optimization polymer test report. In this regard, we met the representative of the polymer supplier last week and conducted polymer testing.

3. PROJECT NO. A-41: PURCHASE OF EMERGENCY GENERATOR FOR ADMINISTRATION BUILDING

The emergency generator has been delivered and is currently being installed. In this regard, the required concrete pad, generator, gas line, electric line and communication line have been installed. Currently, we are waiting ASCO company (manufacturer of transfer switch) to come and make the required modifications to the existing transfer switch. Once this modification is made, we will place the emergency generator in full service. Except gas line and concrete pad, entire installation work including excavation is being completed in-house.

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4. CONTRACT NO. WTP-415: FURNISHING & INSTALLATION OF PREFABRICATED METAL BUILDING/SHELTER FOR CHLORINE CYLINDER STORAGE AREA AT WATER TREATMENT PLANT

Engineering drawings have been received and reviewed. We also met with the contractor at the job site to check dimensions and existing features. The contractor is currently working on designing the foundation and final building manufacturing design.

5. WATER DISTRIBUTION SYSTEM MAINTENANCE PROGRAM: REHABILITATION / REPLACEMENT OF EXISTING WATER MAINS - PHASE 5

Currently, we are rehabilitating/replacing the existing water mains in Balsam Road, Broadleaf Road, and a small portion of Blue Ridge Drive. This rehabilitation work involves replacement of approximately 3000 lineal feet of 6-8-inch water main, three fire hydrants and associated valves. All excavation, replacement of water mains and back filling is being completed in-house by our field department. We will realize a savings of more than \$150,000 on the above work.

6. PRETREATMENT PROGRAM - HEAD WORK LOADING/LOCAL LIMITEVALUTION

We have completed our head work loading/local limit evaluation and completed analysis was submitted to USEPA for their review, comments, and approval considerations.

7. CONTRACT WWTP-407B: INSTALL TWO {2} AUTOMATIC FINE SEWAGE SCREENING SYSTEMS WITH TWO {2} WASHING COMPACTORS {CAPITAL IMPROVEMENT PROJECT}

We are continuing preparation of bid/contract documents for the installation of the screening and washing compactor systems being purchased under the COSTARS Contract. We are planning to invite bid proposal during the month of October - November 2020.

8. LOOPING EXISTING WATER MAIN ON DOLPHIN ROAD TO THE EXISTING WATER MAIN ON SNOWBALL DRIVE

This project has been put on hold due to the current pandemic situation. However, we are continuing to work on PENNDOT permitting. This project will be scheduled with AmeriDrill, Inc. for the horizontal directional drilling as soon as the current situation is normal and all required permitting is obtained.

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9. CONTRACT WWTP-401: REPLACEMENT OF EXISTING CHLORINATION SYSTEM WITH ULTRAVIOLET (UV) DISINFECTION SYSTEM AT THE WASTEWATER TREATMENT PLANT (CAPITAL IMPROVEMENT PROJECT)

We are continuing to review and prepare technical specifications and contract bidding documents for the purchase and installation of the UV Disinfection System for the replacement of the existing chlorine disinfection system. This work is being done in-house.

10. PROJECT WWTP-190: WASTEWATER TREATMENT PLANT SCADA SYSTEM UPGRADE

The required ongoing upgrade/retrofit of the existing PLCs and SCADA System is continuing at the wastewater treatment plant. Eight existing actuators need to be replaced and 4 additional actuators need to be installed in the DAF process. In this regard, we have issued a purchase order under the Costar contract number 016-093 to purchase a total of 12 actuators and 4 valve yokes and mounting pad from Edwin Elliot & Company under the COSTAR contract with a total amount of \$63,880.00. This project was discussed with Mr. James A. Downey, III, Esquire. These are retrofit/replacement items and are being purchased under the COSTARS contract. Once this work is completed, this part of the DAF system will be connected to the SCADA system.

11. PROJECT WTP 140: WATER TREATMENT PLANT SCADA SYSTEM UPGRADE

Currently, we are upgrading/replacing/retrofitting the outdated Allen Bradley PLCs/Ethernet processors at Five Points pump station and Highland Park pump station. We have issued a purchase order to Rumsey Electric to purchase these Allen Bradley PLCs/Ethernet with a total purchase cost of \$24,809.08. Most of the installation work will be completed in-house by the Authority's electrician. We have also discussed this project with Mr. James Downey, III, Esquire. These electronic equipment/ items are considered proprietary/retrofit/replacement and specialized items.

12. COVID-19

We are continuing to implement and practice all the required precautionary and preventive measures. We are happy to report that, to date, we are all doing well and maintaining the required operations of our water and wastewater systems.

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13. WATER AND WASTEWATER SYSTEMS

The average daily drinking water supplied for the month of July and August were approximately 7.88 MGD and 7.44 MGD, respectively. The monthly average effluent flow from the wastewater treatment plant for the month of July was 6.02 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 C-D 2020 - index in the Commonwealth Court of Pennsylvania, pending an appeal. (Easement Issue)

Case #192939 - indexed in the United States Courts of Appeals - 3 Court of Philadelphia.

Finance Manager's Report

Mrs. Dunn presented her financial report to the Board of Directors. Mrs. Dunn asked for the approval to pay the MMO Invoice for the 2020. Amount due is \$296,980.00 for the Non-Supervisor Plan and \$603,086.00 for the Supervisor Plan; for a total of \$900,066.00. She also requested and additional funds to be applied to the Non-Supervisor plan in the of \$99,934.00. This Would Make the Authority's annual contribution for 2020 \$1,000,00.00. The Authority contributed \$1,491,222.00 towards both plans for year 2019.

Mrs. Dunn presented to the Board of Directors the estimated MMO for 2021. Calculations for the Authority's MMO for the Supervisor plan is \$176,813.00 and the Non-Supervisor plan is \$268,781.00.

Motion: Mrs. Murphy made a motion, seconded by Mr. Monahan for the approval to pay the MMO Invoice for the 2020 in the amount of \$296,980.00 for the Non-Supervisor Plan and \$603,086.00 for the Supervisor Plan; for a total of \$900,066.00 and additional funds to be applied to the Non-Supervisory plan in the amount of \$99,934.00; making the Authority's annual contribution of \$1,000,000.00 for 2020.

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Roll Call on the Motion

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

Motion carried unanimously

Old Business

There was no Old Business brought before the Board.

New Business

There was no New Business brought before the Board

Adjournment

Mr. Sidoti made a motion, seconded by Mr. Monahan, to adjourn the Board meeting at 7:27 P.M.

Motion carried unanimously.