

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ September 23, 2021

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, September 23, 2021, at the Authority's Administration Building located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

Call to Order

Mr. Glasson, Chairman, called the meeting to order at 7:00 P.M., which was followed by the Pledge of Allegiance. Mr. Glasson 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: John Monahan
Joseph Glasson
James Chase
Cynthia Murphy
Michael Sidoti
Michele Hammar

Absent:

Also Present: Vijay Rajput, Ph.D., P.E., Managing Director/Director of Operations
Colleen Dunn, Finance Manager
Mike Andrews, WWTP Manager/ Engineering Assistant
Phil Smythe, Field Technician/Lift Station Supervisor
Nancy Burnell, Meter Department Supervisor
James A. Downey, III, Solicitor

Public Participation

There wasn't any public participation.

Ratify the July's 2021 Accounts Payable

Motion: Mr. Sidoti made a motion, seconded by Mr. Chase to ratify July 2021 Accounts Payable as presented to the Board Directors.

Roll Call on the Motion

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

Motion carried unanimously.

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* Mr. Glasson abstained from any payments of invoices to McIntyre Plumbing, Benjamin Franklin Plumbing & Glasson Enterprises for the year 2021.

Ratify the August's 2021 Accounts Payable

Motion: Mr. Chase made a motion, seconded by Mrs. Hammar to ratify August 2021 Accounts Payable as presented to the Board Directors.

Roll Call on the Motion

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

Motion carried unanimously.

Approval of the September's 2021 Accounts Payable

Motion: Mrs. Murphy made a motion, seconded by Mr. Chase to approve September 2021 Accounts Payable as presented to the Board Directors.

Roll Call on the Motion

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

Motion carried unanimously.

Ratify the June 2021 Board Meeting Minutes

Motion: Mr. Sidoti made a motion, seconded by Mr. Chase to ratify June 2021 Board Meeting Minutes.

Roll Call on the Motion

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

Motion carried unanimously.

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Managing Director Report - Vijay S. Rajput, Ph.D., P.E.

Dr. Rajput requested the Board for the ratification of the following motions that were electronically approved during the months of July and August 2021:

MOTION 1: Award Contract WWTP-425: Purchase of one complete IBAK Inspection system with 2021 Ford (CCTV IBAK Truck) for the Authority's sanitary sewer system as manufactured by Rapid View IBAK North America for the Authority's sanitary sewer line inspections from US Municipal with a total quoted price of \$297,504.00 under COSTARS Contract # 025-019.

MOTION 2: Award Contract WWTP-427 to Furnish and Deliver Rock Salt for the 2021-2022 Season to Morton Salt, Inc., located at 444 West Lake Street, Suite 3000, Chicago, IL with a unit bid price of \$57.88/ton delivered as per the specifications and general conditions contained in the bid documents. This new Contract will run thru September 30, 2022.

MOTION 3: Offer the position of second shift WTP Operator to Ms. Sarah deBeaumont with a starting salary of \$21 per hour as per the current Collective Bargaining Agreement with an effective starting date to be specified in a letter of offer by the Managing Director, contingent upon satisfactorily passing the pre-employment psychological evaluation test, physical test, drug and alcohol screening and background check results. The probationary period for this position is 90 days from the effective starting date. (Mr. Glasson abstained from this Motion).

MOTION 4: Offer the position of WWTP Office Assistant to Ms. Jane Sidoti with a starting salary of \$21 per hour with an effective starting date to be specified in a letter of offer by the Managing Director contingent upon satisfactorily passing the pre-employment psychological evaluation test, physical test, drug and alcohol screening and background check results. The probationary period for this position is 90 days from the effective starting date. (Mr. Sidoti abstained from this Motion).

Motion: Mrs. Murphy made a motion, seconded by Mr. Chase to ratify Motions 1,2,3 and 4. Abstaining from this motion is Mr. Glasson and Mr. Sidoti.

Roll Call on the Motion

Mr. Sidoti	Aye for the Motions 1, 2, 3 and Abstained from the Motion 4.
Mr. Chase	Aye
Mrs. Murphy	Aye
Mr. Glasson	Aye for the Motions 1, 2, and 4 and Abstained from the Motion 3
Mr. Monahan	Aye
Mrs. Hammar	Aye

Motion carried.

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Dr. Rajput stated that the following items of his report are for the Board's information and updates:

TRACER STUDY AT WATER TREATMENT PLANT

We have completed review of draft report on the Tracer Study conducted at the Water Treatment Plant on July 27th and July 28th received prepared by GHD, (Peter Lusardi, P.E., and his staff). The report once finalized will be submitted to PADEP along with PADEP required completed Request of Designation of Treatment Segments for Calculation of 1.0-Log Giardia Inactivation based on this Tracer Study data.

UNINTERRUPTED SYSTEM SERVICE PLAN FOR WATER SYSTEM

As per the requirements of PADEP, we completed an Uninterrupted System Service Plan (USSP) for our Water System and submitted the required certification to PADEP.

WATER DISTRIBUTION SYSTEM MAINTENANCE PROGRAM: REHABILITATION / REPLACEMENT OF EXISTING WATER MAINS – PHASE 6

Replacement of approximately 1200 lineal feet of water main on Cotton Road has been completed. We have also replaced broken valves located at the intersection of Oxford and Main Street and installed a new line valve on Main Street. Our field department is currently replacing 6 valves and associated fittings on Daffodil Lane in Dogwood in September. We are planning to replace a portion of water main at Main Street and Cheston Street in Tullytown as soon as valve replacement work at Daffodil is completed.

INSTALLATION OF PREFABRICATED METAL BUILDING/SHELTER FOR CHLORINE CYLINDER STORAGE AREA AT WATER TREATMENT PLANT

Installation of the metal building/shelter for chlorine cylinder storage is almost complete.

Dr. Rajput reported that during the inspection of the chlorine building/shelter the EPA requested the Authority to complete installation of fencing around the Water Treatment Plant along the Delaware River in compliance with the Department of Homeland Security requirements. Dr. Rajput stated that they have been working on the fencing around the plant, but they will now have to escalate this project to meet the EPA and DHS requirements to put fencing along the Delaware River. He wanted to inform the Board that this will be expensive due to a large number of trees that will have to be removed.

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CONTRACT WWTP-419: REPLACEMENT OF EXISTING ODOR CONTROL WET CHEMICAL SCRUBBER WITH NEUTRALOX® PHOTOIONIZATION SYSTEM AT KENWOOD WASTEWATER PUMP STATION

AMBIO Biofiltration LTD. has delivered the photoionization system. The Photoionization units have been installed on the concrete pad. Currently, we are working on installing associated piping and electrical conduit/wiring.

CONTRACT WTP-418: REPLACEMENT OF FILTER MEDIA AT WATER TREATMENT PLANT

We are continuing to work on compiling the required information for preparation of technical specifications and contract documents for the replacement of existing media of the existing four high-rate dual media filters for bidding process.

COVID-19

We are continuing to implement and practice all required precautionary and preventive measures and maintaining the required operations of our water and wastewater systems.

WATER AND WASTEWATER SYSTEMS

The average daily drinking water supplied for the month of August was approximately 6.36 MGD. The monthly average effluent flow from the wastewater treatment plant for the month of August was approximately 8.55 MGD.

Dr. Rajput requested the Board for their considerations reschedule the Board Meetings for October 23, 2021, November 25, 2021, and December 23, 2021 to October 19, 2021, November 23, 2021 and December 21, 2021, respectively.

Motion: Mr. Sidoti made a motion, seconded by Mr. Chase to reschedule Board Meeting to October 19, 2021, November 23, 2021, and December 21, 2021

Roll Call on the Motion

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

Motion carried unanimously.

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

There was an executive session from 6:30 pm. to 7:00 pm. at which time personnel and possible litigation was discussed.

Finance Manager's Report

Mrs. Dunn presented the 2022 MMO calculation to the Board of Directors.

2022 MMO Calculation

1. Non-Supervisor Plan 09-168-8N1, estimated MMO is \$264,955 of which \$135,918 is for the unfunded liability.
2. Supervisor Plan 09-168-8N2, estimated MMO is \$185,094, which includes a credit of \$8,672 by an actuarial surplus.
3. The unfunded liability is based upon the valuation preformed in 2017. We are due for another valuation for year ending 12/31/2020; PMRS is still behind in their reporting.

2021 MMO Payment:

Due to the fact our valuation is dated, I would like to request that the Authority pay our 2021 MMO and apply additional funds to both plans. If approved the total payment will be \$1,000,000 toward both plans.

Additional	2021MMO	Plan & Total
175,000	176,813	Supervisors \$351,813
379,406	268,781	Non-Supervisors \$648,187
554,406	445,594.00	

Motion: Mrs. Murphy made a motion, seconded by Mr. Chase to pay MMO payment of \$1,000,000 toward both plans.

Roll Call on the Motion

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

Motion carried unanimously

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Old Business

There was no old business brought before the Board.

New Business

There was no new business brought before the Board.

Adjournment

Mr. Chase made a motion, seconded by Mr. Sidoti, to adjourn the Board meeting at 7:21 p.m.

Motion carried unanimously.

Respectfully submitted by:

Cynthia Murphy
Secretary