

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ October 27, 2022

The Board of Directors of Lower Bucks County Joint Municipal Authority (Authority) held their monthly meeting on Thursday, October 27, 2022, 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 to remember all those who keep us safe every day.

Roll Call

Mrs. Burnell took roll call as follows:

Present: Joseph Glasson
Cynthia Murphy
Michael Sidoti
Bryan Servis
Michele Hammar
James Morgan

Absent:

Also Present: Vijay S. Rajput, Ph.D., P.E., Managing Director
Nancy Burnell, Meter Department Supervisor
Colleen Dunn, Finance Manager
Bryce McGuigan, Esquire, representing Begley, Carlin & Mandio

Mr. Glasson welcomed Mr. James Morgan to the Board of Directors, who was appointed by Bristol Township Council after the resignation of Mr. Monahan. Mr. Glasson wishes Mr. Monahan and his family the best. Mr. Glasson asked the Board to make a motion to appoint Mr. Morgan to follow Mr. Monahan as Assistant Secretary to the Authority.

Motion: Mr. Servis made a motion, seconded by Mr. Sidoti, to accept Mr. James Morgan to be the Assistant Secretary for the Board of Directors of Lower Bucks County Joint Municipal Authority.

Roll Call on the Motion

Mrs. Murphy Aye
Mr. Glasson Aye
Mrs. Hammar Aye
Mr. Sidoti Aye
Mr. Service Aye
Mr. Morgan Abstained
Motion carried unanimously.

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Public Participation

There was no public participation at this meeting.

Approval of the October's Accounts Payable

Motion: Mr. Sidoti made a motion, seconded by Mrs. Murphy to approve the September 22, 2022, Accounts Payable as presented to the Board of Directors.

Roll Call on the Motion

Mrs. Murphy	Aye
Mr. Glasson	Aye
Mrs. Hammar	Aye
Mr. Sidoti	Aye
Mr. Service	Aye
Mr. Morgan	Aye

Motion carried unanimously.

**Mr. Glasson abstained from any invoices to McIntyre Plumbing, Benjamin Franklin Plumbing & Glasson Enterprises for the year 2022.

Approval of the September's Boards Meeting Minutes

Motion: Mrs. Murphy made a motion, seconded by Mrs. Hammar to approve the September 22, 2022, Board Meeting minutes as presented to the Board of Directors.

Roll Call on the Motion

Mrs. Murphy	Aye
Mr. Glasson	Aye
Mrs. Hammar	Aye
Mr. Sidoti	Aye
Mr. Service	Aye
Mr. Morgan	Aye

Motion carried unanimously.

MANAGING DIRECTORS REPORT

CONTRACT WTP-444: DISPOSAL OF LIQUID SLUDGE FROM WATER TREATMENT PLANT

Dr. Rajput stated that we received a bid on October 18, 2022, for the above stated contract. This contract is for the disposal of liquid sludge that we remove as a result of cleaning the sedimentation basins and flocculation basins at the Water Treatment Plant. Russell Reid located at 200 Smith Street, Keasbey, NJ 08832 was the only bidder.

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Since the bidder submitted a conditional bid proposal, we would like to recommend the Board reject this bid and rebid this contract.

Motion: Mrs. Murphy made a motion, seconded by Mrs. Hammar to reject bids for Contract WTP-444: Disposal of Liquid Sludge from Water Treatment Plant and rebid it.

Roll Call on the Motion

Mrs. Murphy	Aye
Mr. Glasson	Aye
Mrs. Hammar	Aye
Mr. Sidoti	Aye
Mr. Service	Aye
Mr. Morgan	Aye

Motion carried unanimously.

MOTIONS FOR RATIFICATION

Dr. Rajput requested the Board to ratify the following motions which were electronically approved by the Board of Directors:

Dr. Rajput requested the Board to ratify the employment for the position of Infrastructure Maintenance Repairman position at the Wastewater Treatment Plant to Mr. Edwin Murphy of Levittown, with a starting salary of \$21 per hour as per the current Collective Bargaining Agreement with an effective starting date and conditions that were specified in a letter of employment offer by the Managing Director.

Motion: Mr. Sidoti made a motion, seconded by Mrs. Hammar to ratify the position of Infrastructure Maintenance Repairman position at the Wastewater Treatment Plant to Mr. Edwin Murphy of Levittown, with a starting salary of \$21 per hour as per the current Collective Bargaining Agreement with an effective employment starting date and conditions that were specified in a letter of employment offer by the Managing Director.

Roll Call on the Motion

Mrs. Murphy	abstained
Mr. Glasson	Aye
Mrs. Hammar	Aye
Mr. Sidoti	Aye
Mr. Service	Aye
Mr. Morgan	Aye

Motion carried.

Dr. Rajput requested the Board to ratify the employment for the position of Floating/Customer Representative position to Ms. Bernadette Graham of Levittown, with a starting salary of \$18.40 per hour as per the current Collective Bargaining Agreement with an effective starting date and conditions that were specified in a letter of employment offer by the Managing Director

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Motion: Mrs. Murphy made a motion, seconded by Mr. Servis to ratify the position of Floating/Customer Representative position to Ms. Bernadette Graham of Levittown, with a starting salary of \$18.40 per hour as per the current Collective Bargaining Agreement with an effective starting date and conditions that were specified in a letter of employment offer by the Managing Director.

Roll Call on the Motion

Mrs. Murphy	Aye
Mr. Glasson	Aye
Mrs. Hammar	Aye
Mr. Sidoti	Aye
Mr. Service	Aye
Mr. Morgan	Aye

Motion carried unanimously.

PROJECT #WTP-165: PURCHASE OF PEERLESS ROTATING ASSEMBLY WITH NICKEL ALUMINUM BRONZE IMPELLER AS A BACK UP RETROFIT TO THE EXISTING PEERLESS PUMP FOR HIGHLAND PARK PUMP STATION

Dr. Rajput explained why a backup spare retrofit or drop-in replacement of the existing rotating assembly for the existing peerless pumps located at the Highland Park Pump Station (Station #4) should always be on hand in stock. The existing spare was recently used and had the spare not been in stock, we could have experienced serious operational issues. The approximate lead time for this critical spare is twenty-six (26) weeks. Therefore, this project involves purchasing one peerless rotating assembly with nickel aluminum bronze impeller from Municipal Maintenance Company, an authorized supplier of peerless pumps with a total cost of \$30,280.00. Considering the long lead time, retrofit/specialized and critical nature of this rotating assembly, we have placed the order for this retrofit drop in replacement part. Dr. Rajput requested the Board to approve the purchase of one peerless rotating assembly with nickel aluminum bronze impeller from Municipal Maintenance Company with a total cost of \$30,280.00

Motion: Mrs. Murphy made a motion, seconded by Mr. Sidoti to purchase one peerless rotating assembly with nickel aluminum bronze impeller from Municipal Maintenance Company with a total cost of \$30,280.00.

Roll Call on the Motion

Mrs. Murphy	Aye
Mr. Glasson	Aye
Mrs. Hammar	Aye
Mr. Sidoti	Aye
Mr. Service	Aye
Mr. Morgan	Aye

Motion carried unanimously

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PROJECT #WTP-163: INSPECTION & COATING/SEALING FERRIC CHLORIDE STORAGE TANK CONTAINMENT AREA BY PADEP CERTIFIED STORAGE TANK HANDLING & INSPECTION

Dr. Rajput stated that the existing containment area for the ferric chloride storage tank at the water treatment plant needs inspection, sealing and coating. As per PADEP requirements, the company for this work requires a PADEP certification for storage tank handling and inspection. Of the several PADEP certified companies contacted, 2 proposals were received. EnviroTite Services, LLC (EnviroTite) located in Hackettstown, New Jersey and JMT Environmental Technologies, Inc. (JMT) located in Lehigh Valley, Pennsylvania submitted proposals with a total cost of \$25,250.00 and \$33,087.00, respectively. Considering the total cost, qualification, urgency of the required work, weather conditions, PADEP certification requirement, and specialized coating material and work, EnviroTite (PADEP Certification #347418) was selected and authorized to schedule the work for a total quoted price of \$25,250.00 (material cost \$9,250.00 / inspection & coating cost \$14,000 / mobilization cost \$2,000). EnviroTite has submitted all required insurance paperwork. Dr. Rajput requested the Board to retain EnviroTite to complete the required inspection, sealing and coating of the existing containment area of ferric Chloride storage tank for a total price of \$25,250.00.

Motion: Mrs. Murphy made a motion, seconded by Mr. Sidoti to retain Enviro Tite to complete the required inspection, sealing and coating of the existing containment area of ferric Chloride storage tank for a total price of \$25,250.00.

Roll Call on the Motion

Mrs. Murphy	Aye
Mr. Glasson	Aye
Mrs. Hammar	Aye
Mr. Sidoti	Aye
Mr. Service	Aye
Mr. Morgan	Aye

Motion carried unanimously.

COMMERCIAL INSURANCE RENEWAL

Dr. Rajput updated the Board of Directors on the Authority's Delaware Valley Property and Liability Trust (DVPLT) commercial insurance. Dr. Rajput stated that a renewal proposal has been received from DVPLT for the 2023 coverage. Since the Authority is also a member of Delaware Valley Health Trust (DVHT) and Delaware Valley Workers Compensation Trust (DVWCT), the Authority is eligible to receive multi trust discount. As a result of being a member of DVPLT, DVHT and DVWCT, the Authority will also be eligible to receive safety grant funds. The total estimated number of eligible discounts is approximately \$51,496 for 2023. The Authority has continued to manage and maintain its assets and infrastructure efficiently by taking needed control measures to limit liability exposures; these tasks have helped keep the annual increase low and not be a factor in our increase.

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DVHT HEALTH INSURANCE

Dr. Rajput updated the Board on the Authority's Health Insurance and stated that the Health Insurance renewal rates for 2023 have been received from Delaware Valley Health Trust (DVHT). Review of the 2023 renewal rate shows that DVHT continued to provide relatively stabilized rates. There is an increase of approximately 6% in the annual premium (HMO, RX, and Dental) for 2023. Total estimated monthly premium is approximately \$160,384, which is based on the currently insured employees.

DVHT WORKERS' COMPENSATION INSURANCE

Dr. Rajput said that Delaware Valley Workers' Compensation Trust (DVWCT) is also our Workers' Compensation insurance provider. Our modification factor has increased from 1.11 to 1.184.

Dr. Rajput stated that the following information of his report is for the Board information and update:

WATER QUALITY MANAGEMENT PERMIT APPLICATION FOR MODIFICATION OF CHLORINE DISINFECTION SYSTEM

Dr. Rajput stated that the required Water Quality Management (WQM) permit amendment for the modification of the chlorine contact tanks for the installation of an ultraviolet disinfection system has been received.

CONTRACT #WTP-418: REHABILITATION OF FILTERS AT WATER TREATMENT PLANT UNDER COSTARS CONTRACT NO. 016-190

Dr. Rajput updated the Board of Directors on J.P. Smith Contractors, Inc. who is currently working on filter no. 1. The contractor has removed the existing filter media, the enclosure for containment of filter no. 1 is installed and sand blasting of the filter bed and walls is complete and are currently being prepped for coating and painting. Once the coating and painting is done, the contractor will begin installing filter media.

CONTRACT #WWTP-401A: FURNISH AND DELIVER COMPLETE ULTRAVIOLET DISINFECTION SYSTEM TO REPLACE EXISTING CHLORINE DISINFECTION SYSTEM UNDER COSTARS CONTRACT #016-123 AT THE WASTEWATER TREATMENT PLANT

Dr. Rajput stated that a site meeting was held with Eastern Environmental Contractors (EEC) on October 14, 2022, to discuss layout, hydraulics, and modifications for the contact tanks. A progress meeting was held on October 19, 2022, with EEC and Sherwood-Logan Associates, Inc to discuss submittal review, painting/coating of the chlorine/UV tanks and delivery of the UV system. The UV unit delivery is scheduled for the first week of January 2023.

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CONTRACT #WWTP-401B: INSTALLATION OF ULTRAVIOLET DISINFECTION SYSTEM IN THE EXISTING CHLORINE CONTACT BASINS AT THE WASTEWATER TREATMENT UNDER COSTARS CONTRACT #016-187

Dr. Rajput stated under Contract No. WWTP-401A, a progress meeting was held with Sherwood Logan Associates, Inc., the supplier of the UV system, sluice gates and actuators. The actuators have already been delivered to the Authority's Wastewater Treatment Plant. UV unit delivery is scheduled for January 2023.

WATER DISTRIBUTION SYSTEM MAINTENANCE PROGRAM: REHABILITATION / REPLACEMENT OF EXISTING WATER MAINS – PHASE 7

Dr. Rajput informed the Board that the water main replacement on Bittersweet Road has been completed and went well. This involved replacement of approximately 1800 linear feet of 6-inch Cast Iron Pipe (CIP) with 6-inch Ductile Iron Pipe (DIP). Dr. Rajput stated that our Field Department did an excellent job as usual. The contractor is scheduled to start site restoration from October 26, 2022, weather permitting.

Dr. Rajput requested the Board of Directors to consider approving funds for the Administration, Water Treatment Plant and Wastewater Treatment Plants holiday luncheons and also the appreciation gift of \$25.00 per employee.

Motion: Mr. Servis made a motion, seconded by Mr. Sidoti to approve the funds for the employee's luncheons and the appreciation gift of \$25.00 per employee.

Roll Call on the Motion

Mrs. Murphy	Aye
Mr. Glasson	Aye
Mrs. Hammar	Aye
Mr. Sidoti	Aye
Mr. Service	Aye
Mr. Morgan	Aye

Motion carried unanimously.

Dr. Rajput requested the Board for its consideration to cancel the November 10, 2022, Board of Directors Meeting.

Motion: Mrs. Murphy made a motion, seconded by Mr. Servis to approve the cancelation of the November 10, 2022, Board of Directors Meeting.

Roll Call on the Motion

Mrs. Murphy	Aye
Mr. Glasson	Aye
Mrs. Hammar	Aye
Mr. Sidoti	Aye
Mr. Service	Aye
Mr. Morgan	Aye

Motion carried unanimously.

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Solicitor's Report

Mr. McGuigan, Esquire stated that there was an executive session from 6:30 pm. to 6:55 pm. at which time we discussed potential litigation, strategy and personnel matters. Mr. McGuigan said that Vijay and himself will be working on a list of properties that may have to be revisited concerning liens.

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. Mrs. Dunn said that the Authority is still waiting for the 2021 financial from PMRS; once received the Board will have the final draft of the 2021 Audit.

Old Business

There was no old business brought before the Board.

New Business

There was no new business.

Public Participation

No public participation.

Adjournment

Mr. Servis made a motion, seconded by Mrs. Hammar, to adjourn the board meeting at 7:21 p.m. Motion carried unanimously.

Respectfully submitted by:


Michele Hammer, Secretary