

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ May 2023

The Board of Directors of Lower Bucks County Joint Municipal Authority (Authority) held their monthly meeting on Wednesday, May 17, 2023, 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 PM, 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
James Morgan
Michael Sidoti
Michele Hammar
Bryan Servis
Cynthia Murphy

Absent

Also Present: Vijay S. Rajput, Ph.D., P.E., Managing Director
Colleen Dunn, Finance Manager
Nancy Burnell, Meter Department Supervisor
Tracy Hunt, Esquire

Public Participation

No public participation

Approval of the May 2023 Accounts Payable

Motion: Mr. Sidoti made a motion, seconded by Mr. Servis, to approve May 2023 Accounts Payable as presented to the Board of Directors.

Roll Call on the Motion

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

Motion carried unanimously.

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

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Approval of the April 2023 Board Meeting Minutes

Motion: Mr. Sidoti made a motion, seconded by Mrs. Hammar, to approve the April 2023 Board Meeting minutes as presented to the Board of Directors.

Roll Call on the Motion

Mr. Glasson	Aye
Mr. Morgan	Aye
Mr. Sidoti	Aye
Mrs. Hammar	Aye
Mr. Servis	Abstained (not present)
Mrs. Murphy	Abstained (not present)

Motion carried.

MANAGING DIRECTOR'S REPORT

CONTRACT NO. WWTP-432 – FURNISH AND PROVIDE SERVICES FOR TREE TRIMMING AND REMOVAL

Dr. Rajput explained that the contract with Rick's Expert Tree Service, Inc. expired on April 30, 2023. This contract provides services for the removal of trees on an as needed basis. There is a provision in the contract that the Authority reserves the right to extend the contract period for an additional one) year upon written agreement by both parties. In this regard, we have received a request from the contractor to extend their contract for one year until April 30, 2024, with the same terms, conditions, and unit pricing. Rick's Expert Tree Service, Inc. has been working well with the Authority and their work is satisfactory.

Therefore, we would like to request the Board for its consideration to grant an extension of Contract No. WWTP-432 with Rick's Expert Tree Service, Inc. for another year or until April 30, 2024 under the same terms and conditions of the current contract including unit prices.

Motion: Mr. Sidoti made a motion, seconded by Mr. Servis to approve an extension of Contract No. WWTP-432 with Rick's Expert Tree Service, Inc. for another year until April 30, 2024 under the same terms and conditions of the current contract including unit prices.

Roll Call on the Motion

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

Motion carried unanimously.

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CONTRACT NO. WWTP- 457: REPLACEMENT OF EXISTING GEAR DRIVES FOR PRIMARY SEDIMENTATION TANKS 1 & 2 AT WASTEWATER TREATMENT PLANT UNDER COSTAR CONTRACT NO. 388549.

Dr. Rajput stated that the gear drives for primary sedimentation tanks #1 and #2 are original, reaching the end of their life and are obsolete. In this regard, a proposal was obtained from Sherwood Logan & Associates, Inc., the authorized sales representative of Connexus Industries Inc., Manufacturer of SEW Eurodrive K87R57AM56DRN71M4 drive unit to replace the existing Foote Jones gear drives. These units are nearly direct replacement units and should integrate into the existing units with small modifications. Dr. Rajput stated that the quoted price for each complete gear drive unit is \$31,056.00 with a total price of \$62,112.00 for the two drives. This price is quoted under COSTARS Contract #388549 and has an approximate lead time of approximately 14 weeks. We would like to recommend to the Board for its consideration for purchasing 2 complete gear drives for primary sedimentation tanks 1 & 2 from Sherwood-Logan & Associates, Inc., located at 2140 Renard Court, Annapolis, MD 21401, under COSTARS Contract #388549 for a total contract amount of \$62,112.00 plus transportation cost.

Motion: Mrs. Murphy made a motion, seconded by Mrs. Hammar to approve purchasing two complete gear drives for primary sedimentation tanks 1 & 2 from Sherwood-Logan & Associates, Inc. under COSTARS Contract #388549 for a total contract amount of \$62,112.00 plus transportation cost.

Roll Call on the Motion

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

Motion carried unanimously.

June 2023 Board of Directors Meeting

Dr. Rajput requested the June 30, 2023, Board Meeting be changed to June 29, 2023.

Motion: Mr. Servis made a motion, seconded by Mrs. Murphy to approve changing the June 30, 2023, Board Meeting to June 29, 2023.

Roll Call on the Motion

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

Motion carried unanimously.

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

2022 ANNUAL WATER QUALITY REPORT (CONSUMER CONFIDANCE REPORT)

Dr. Rajput reported that per the requirements of the Safe Drinking Water Act 1996 Amendments relating to the Consumer Confidence Reports, our annual Water Quality Report (Consumer Confidence Report–CCR) for the reporting year of 2022 has been completed. Also, per PADEP requirements, the CCR certification is being prepared for submittal to PADEP, along with a copy of our CCR. The Water Quality Report is already posted on the Authority's website.

WATER ALLOCATION PERMIT COMPLIANCE REPORT

Our annual Water Allocation Compliance Report for the reporting year of 2022 is being prepared and will be submitted to PADEP on or before June 30, 2023.

CONTRACT NO. WWTP-450: FURNISH AND SUPPLY STONE DURING 2023-2024 (PARTICIPATION IN THE 2023-2024 BUCKS COUNTY CONSORTIUM HIGHWAY MATERIALS JOINT BID)

Dr. Rajput stated that executed documents have been received from Eureka Stone, Inc. along with the required contract documents. A Notice to Proceed will be issued.

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

Dr. Rajput stated that the contractor is continuing to work on filter no. 4 involving coating, painting, and replacement of the media of this filter.

CONTRACT NO. WWTP-401B: INSTALLATION OF ULTRAVIOLET DISINFECTION SYSTEM IN THE CHLORINE CONTACT BASINS AT THE WASTEWATER TREATMENT UNDER COSTARS CONTRACT #016-187

Dr. Rajput stated that there was a project progress meeting held with Eastern Environmental Contractors (EEC) on May 4th to discussed mobilization date, finalized construction and installation sequence,

CONTRACT NO. WTP-451: PAINTING OF EXTERIOR OF HIGHLAND PARK STORAGE TANK UNDER COSTARS CONTRACT #016-E22-265, (CAPITAL IMPROVEMENT PROJECT)

A notice to proceed has been issued to J.P. Smith Contractors, Inc.

CONTRACT NO. WTP-452: PURCHASE OF ONE (1) RODNEY HUNT SLUICE GATE WITH ROTORK ACTUATOR FOR THE INSTALLATION IN THE FILTER TROUGH/ INFLUENT CHANNEL FROM EDWIN ELLIOT & CO. (UNDER COSTARS CONTRACT #016-E23-297), WATER TREATMENT PLANT (CAPITAL IMPROVEMENT PROJECT)

A purchase order has been issued to Edwin Elliot & Co.

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CONTRACT NO. WWTP-453: PURCHASE OF ONE (1) LIQUID POLYMER FEED SYSTEM TO SERVE AS A BACKUP RETROFIT TO THE EXISTING LIQUID POLYMER FEED SYSTEM FOR THE SLUDGE DEWATERING CENTRIFUGE UNDER COSTARS CONTRACT #388549, WASTEWATER TREATMENT PLANT (CAPITAL IMPROVEMENT PROJECT)

A purchase order has been issued to Sherwood Logan and Associates, Inc.

CONTRACT NO. WWTP-454: PURCHASE OF FIVE (5) VALVES AND FIFTEEN (15) ROTORK ACTUATORS FOR THE ANAEROBIC SLUDGE DIGESTERS FROM EDWIN ELLIOT & CO. (UNDER COSTARS CONTRACT #016-E23-297), WASTEWATER TREATMENT PLANT (CAPITAL IMPROVEMENT PROJECT)

A purchase order has been issued to Edwin Elliot & Co.

Solicitor's Report

There was an executive session from 6:30 PM to 7:00 PM at which potential litigation and an ongoing PMRS were discussed. At this time there is no active Solicitors Report.

Finance Manager's Report

Mrs. Dunn stated that all is well.

Old Business

Third Party Vendor Educational Training Courses on Authority property

Motion: Mr. Servis made a motion, seconded by Mrs. Murphy, to approve Third Party vendors to use Authority's facilities for the purpose of providing accredited continuing educational courses and training courses for paying attendees, including but not limited to Authority's employees.

Roll Call on the Motion

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

Motion carried unanimously.

Motion: Mrs. Murphy made a motion, seconded by Mr. Servis to approve S2A Technology, Inc. as an authorized vendor to use the Authority's facilities for the purpose of providing accredited continuing educational courses and training courses for a fee of \$50.00 per course.

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Roll Call on the Motion

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

New Business

No new business

Public Participation

No public participation.

Adjournment

Mr. Morgan made a motion, seconded by Mr. Servis, to adjourn the board meeting at 7:17 PM. Motion carried unanimously.

Respectfully submitted by:


Michele Hammar, Secretary