

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ January 23, 2025

The Board of Directors of Lower Bucks County Joint Municipal Authority (Authority) held their monthly meeting on Thursday 23, 2025, 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 those lost and for all those who keep us safe every day.

Roll Call

Present: Joseph Glasson, Board Member
James Morgan, Board member
Cynthia Murphy, Board Member
Michele Hammar, Board Member
Mary Ann Gahagan, Board Member
Vijay S. Rajput, Ph.D., P.E., Managing Director
Colleen Dunn, Finance Manager
Nancy Burnell, Meter Department Supervisor
Bryce McGuigan, Esquire

Absent: Bryan Servis, Board Member

Reorganization

Chairperson:

Motion: Mrs. Murphy made a motion, seconded by Mrs. Hammar, to appoint Mr. Glasson for Chairperson.

5 in favor / 0 opposed. Motion carried unanimously.

Vice Chairperson:

Motion: Mrs. Murphy made a motion, seconded by Mrs. Gahagan, to appoint Mr. Servis for Vice Chairperson.

5 in favor / 0 opposed. Motion carried unanimously.

Secretary:

Motion: Mrs. Murphy made a motion, seconded by Mrs. Gahagan, to appoint Mrs. Hammar for Secretary.

5 in favor / 0 opposed. Motion carried unanimously.

Treasurer:

Motion: Mrs. Murphy made a motion, seconded by Mrs. Hammar to appoint Mr. Morgan for Treasurer.

5 in favor / 0 opposed. Motion carried unanimously.

Assistant Treasurer:

Motion: Mrs. Hammer made a motion, seconded by Mr. Morgan, to appoint Mrs. Murphy for Assistant Secretary.

5 in favor / 0 opposed. Motion carried unanimously.

Assistant Secretary

Motion: Mrs. Murphy made a motion, seconded by Mr. Morgan, to appoint Mrs. Gahagan for Assistant Secretary.

5 in favor / 0 opposed. Motion carried unanimously.

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Public Participation

No public participation

Approval of the January 2025 Accounts Payable as presented to the Board Directors

Mrs. Murphy had a few questions on some invoices to which Dr. Rajput and Ms. Dunn provided answers.

Motion: Mrs. Hammer made a motion, seconded by Mr. Morgan, to approve payment of the January 2025 accounts payable.

5 in favor / 0 opposed. Motion carried unanimously.

** Mr. Glasson abstained from any invoices to McIntyre Plumbing, Benjamin Franklin Plumbing & Glasson Enterprises for the year 2025.

Approval of December 2024 Board Meeting Minutes

Motion: Mrs. Hammar made a motion, seconded by Mrs. Gahagan, to approve December 2024 Board Meeting minutes.

5 in favor / 0 opposed. Motion carried unanimously.

Managing Director's Report

Replacement of three (3) existing T3 Sludge Recirculation pumps for anaerobic digesters at the Wastewater Treatment Plant

Dr. Rajput stated that the three (3) existing Gorman-Rupp sludge recirculation pumps for digesters 1, 2 & 4 are old, inefficient and need to be replaced as a retrofit. In this regard, a quotation has been obtained from Gayle Corporation, the Gorman Rupp pump manufacturer, under their COSTARS contract as a retrofit to the existing pumps. Dr. Rajput stated that these pumps are self-priming sewage pumps fitted with Eradicator Plus design for rags and stingy materials. The total cost for these 3 pumps is \$25,261.71.

Dr. Rajput recommended to the Board for its consideration of accepting the quotation for the purchase three (3) Gorman-Rupp pumps from Gayle Corporation for the total quoted price of \$25,261.71 under their COSTARS Contract #016-E23-332.

Motion: Mrs. Murphy made a motion, seconded by Mrs. Hammar, to approve the purchase of three Gorman-Rupp pumps to replace the existing Sludge Recirculation Pumps from Gayle Corporation under COSTARS contract for a total price of \$25,261.71.

5 in favor / 0 opposed. Motion carried unanimously.

Dr. Rajput requested the Board for its consideration to approve advertising the Authority's Board of Directors meetings for the year 2025, to be on the fourth (4) Thursday of each month and will begin at 7:00 pm at 7811 New Falls Road, Levittown, PA. 19055.

Motion: Mrs. Murphy made a motion, seconded by Mrs. Hammar, to approve the advertising the Authority's Board of Directors meetings for the year 2025 on the 4th Thursday of each month at 7:00 at 7811 New Falls Road, Levittown, PA. 19055.

5 in favor / 0 opposed. Motion carried unanimously.

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Dr. Rajput stated that the following items of his report are for the Boards information.

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

A meeting was held with the contractor and UV system supplier to discuss punch list items. The contractor is scheduling installation of two isolation slide gates. The new emergency backup generator has been placed into service and final testing by Cummings is scheduled for January 28, 2025.

WWTP-474A & B: FURNISH AND DELIVER MIXING SYSTEM FOR ANAEROBIC DIGESTER NO. 4 TO REPLACE THE PERTH MIXING SYSTEM UNDER COSTARS CONTRACT NO. 388548 (CAPITAL IMPROVEMENT PROJECT)

A project progress meeting was held with the installation contractor and equipment supplier to discuss project progress and equipment delivery schedule for the mixing system.

WATER TREATMENT PLANT DRBC ANNUAL EFFLUENT MONITORING REPORT

As per the requirements of the DRBC's docket, this report will be completed and submitted to the DRBC on or before its due date of January 31, 2025.

WASTEWATER TREATMENT PLANT DRBC ANNUAL EFFLUENT MONITORING REPORT

As per the requirements of the DRBC's docket, this report will be completed and submitted to the DRBC on or before its due date of January 31, 2025.

WWTP LABORATORY ACCREDITATION RENEWAL

We have completed and submitted the required accreditation renewal application for the wastewater treatment plant laboratory to PADEP.

WATER TREATMENT PLANT DRBC ANNUAL EFFLUENT MONITORING REPORT

As per the requirements of the DRBC's docket, this report will be completed and submitted to the DRBC on or before its due date.

WASTEWATER TREATMENT PLANT ANNUAL BIOSOLIDS REPORT (SLUDGE DMR)

As per the requirements, this report will be completed and submitted on or before its due date.

CONTRACT WWTP-479: DISPOSAL OF DEWATERED SLUDGE FROM THE AUTHORITY'S WASTEWATER TREATMENT PLANT

Notice to Proceed has been issued to the Contractor (EPIC) with an effective date of January 20, 2025. The duration of this contract is 3 years.

CONTRACT WTP-480: DISPOSAL OF DEWATERED SLUDGE FROM THE AUTHORITY'S WATER TREATMENT PLANT

We have received the contract documents executed and are in the process of issuing a Notice to Proceed to the Contractor.

CAPITAL IMPROVEMENT BUDGET FOR 2025

We are currently preparing the proposed 2025 capital improvement budget and plan to submit it to the Board for its review and adoption considerations at the February meeting.

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Solicitor's Report

Mr. McGuigan stated that there was an executive session from 6:30PM to 7:00PM at which time personnel matters, active litigation and other unrelated legal matters were discussed.

Mr. McGuigan wanted to bring to the Board's attention, that Dr. Rajput's contract of five years is ending as of February 27, 2025. If the Board chooses to extend Dr. Rajput's contract for the position of Managing Director of the Authority for another five years, the contract will stay the same with the exception of compensation given at the Board of Director's meeting on December 17, 2024.

Motion: Mrs. Gahagan made a motion, seconded by Mrs. Murphy, to extend Dr. Rajput's contract for the position of Managing Director of the Authority for another five years effective February 27, 2025, with the exception of compensation given to Dr. Rajput at the Board of Director's meeting on December 17, 2024.

5 in favor / 0 opposed. Motion carried unanimously.

Finance Manager's Report

Mrs. Dunn reported that the HR portion of her duties has been busier than normal, the Authority is doing well.

Old Business

No old business

New Business

No new business

Public Participation

No public participation.

Adjournment

Mr. Morgan made a motion second by Mrs. Hammar to adjourn the board meeting at 7:16 PM.

5 in favor / 0 opposed. Motion carried unanimously.

Respectfully submitted by:


Michele Hammar, Secretary