

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 16, 2025

The Board of Directors of Lower Bucks County Joint Municipal Authority (Authority) held their monthly meeting on Tuesday, December 16, 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 who keep us safe every day.

Roll Call

Present

Joseph Glasson, Board Member
Bryan Servis, Board Member
James Morgan, Board Member
Mary Ann Gahagan, Board Member /via telephone
Cynthia Murphy, Board Member/via telephone
Vijay S. Rajput, Ph.D., P.E., Managing Director
Colleen Dunn, Finance Manager
Nancy Burnell, Meter Department Supervisor
Micheal Meginnis, Esquire

Absent: Michele Hammar, Board Member

Ratification of Accounts Payable for November 2025 as presented to the Board of Directors

Motion: Mr. Servis made a motion, seconded by Mr. Morgan, to approve payment of the November 2025 accounts payable.

4 in favor / 0 opposed. Motion carried unanimously.

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

Motion: Mr. Servis made a motion, seconded by Mr. Morgan, to approve payment of the December 2025 accounts payable.

4 in favor / 0 opposed. Motion carried unanimously.

Approval of October 2025, Board Meeting Minutes with revisions

Motion: Mr. Servis made a motion, seconded by Mr. Morgan, to approve October 2025, Board Meeting Minutes.

4 in favor / 0 opposed. Motion carried unanimously.

Audit Presentation

Lopez Teodosio & Larkin Accounting Services presented the Audit for 2024. Accountants reported that the Authority is financially sound and doing well.

Motion: Mr. Servis made a motion, seconded by Mrs. Murphy, to approve the 2024 Audit as presented to the Board of Directors.

4 in favor / 0 opposed. Motion carried unanimously.

Managing Director's Report

2026 OPERATING BUDGET

Dr. Rajput presented the proposed Operating Budget for 2026 to the Board of Directors. Dr. Rajput stated that as in previous years, we continue to keep the Authority's expenditures down consistently by continuing to manage our resources effectively. By replacing energy inefficient equipment, automating systems, optimizing chemical usage, replacing aging water mains, correcting water

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leakage, addressing unaccounted water loss, correcting Infiltration/Inflow problems, addressing tree root issues, continuing our preventive maintenance of the collection system, minimizing outside services; the Authority is able to keep the stable and lower water and sewer rates.

Motion: Mr. Servis made a motion, seconded by Mr. Morgan, to approve the Operating Budget for 2026.

4 in favor / 0 opposed. Motion carried unanimously.

WWTP-231 REPLACEMENT OF EMERGENCY PRESSURE RELIEF VALVE OF ANEAROBIC DIGESTER #4 AT WASTEWATER TREATMENT PLANT

Dr. Rajput stated that the existing pressure relief valve (PRV) for the biogas collection system within the floating cover on digester #4 consists of a kerosene style relief valve. It has been determined that this PRV is seized shut, inoperable and needs to be replaced immediately. Currently, this digester is empty and out of service for the ongoing rehabilitation of the mixing system. Dr. Rajput stated that this failed obsolete kerosene PRV needs to be replaced as soon as possible prior to placing the digester back in service. In this regard, a quotation from Tri-State Technical Sales Corp for the replacement of the existing biogas pressure relief system has been obtained for an amount of \$29,748.38. The new PRV system consists of two separate PRVs that are controlled by a biogas diverter valve and a flame arrester after each PRV. The biogas diverter valve will allow us to maintain one side of the PRV system while the other side remains in service. Dr. Rajput requested the Board of Directors for its consideration to approve the purchase of one biogas pressure relief system for digester #4 from Tri-State Technical Sales Corp for an amount of \$29,748.38.

Motion: Mr. Morgan made a motion, seconded by Mr. Servis, to approve the purchase of one biogas pressure relief system for digester #4 from Tri-State Technical Sales Corp for an amount of \$29,748.38.

4 in favor / 0 opposed. Motion carried unanimously.

Dr. Rajput requested the Board of Directors for its consideration to authorize the Managing Director to execute leases with 1528 Haines Rd (TMP #05-075-055) and 1548 Haines Road (TMP# 05-071-474) for the Authority property located along Haines Road, (TMP #. 05-071-473) once all necessary conditions are met.

Motion: Mr. Morgan made a motion, seconded by Mr. Servis, to approve the Managing Director to execute leases with 1528 Haines Rd (TMP #05-075-055) and 1548 Haines Road (TMP# 05-071-474) for the Authority property located along Haines Road, (TMP #. 05-071-473) once all necessary conditions are met. Mr. Servis requested that tenant's names be listed in leases.

4 in favor / 0 opposed. Motion carried unanimously.

Dr. Rajput requested the Board for its consideration to authorize the Managing Director to explore participation in a pending national class action litigation related to PFAS contamination and remediation, including settlements from 3M, Dupont, Chemours, Corteva, and other related suits, and to execute any and all documentation required to retain qualified class action counsel and to join any such litigation once all necessary conditions are met.

Motion: Mr. Servis made a motion, seconded by Mrs. Murphy, to approve the Managing Director to explore participation in a pending national class action litigation related to PFAS contamination and remediation, including settlements from 3M, Dupont, Chemours, Corteva, and other related suits, and to execute any and all documentation required to retain qualified class action counsel and to join any such litigation once all necessary conditions are met.

4 in favor / 0 opposed. Motion carried unanimously.

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Dr. Rajput explained to the Board of Directors that the Authority had a prior agreement with Middletown Township to exchange its lot located at Highland Park Way, Bucks County Tax Map Parcel No. 22-011-001 for the lot owner by Lower Bucks County Joint Municipal Authority located at Cardinal Road, Bucks County Tax Map Parcel No. 22-061-078.

Dr. Rajput requested the Board of Directors for its consideration to adopt a resolution authorizing the exchange of the Authority's lot located on Cardinal Road Bucks County Tax Map Parcel No. 22-061-078, with Middletown Township's lot located at Highland Park Way, Bucks County Tax Map Parcel No. 22-047-011-001.

Motion: Mr. Morgan made a motion, seconded by Mrs. Murphy, to adopt a resolution authorizing the exchange of the Authority's lot located on Cardinal Road Bucks County Tax Map Parcel No. 22-061-078, with Middletown Township's lot located at Highland Park Way, Bucks County Tax Map Parcel No. 22-047-011-001.

4 in favor / 0 opposed. Motion carried unanimously.

Dr. Rajput recommended to the Board of Directors for its consideration to offer the position of Floating/Customer Representative to Kimberly Mills, of Tullytown, PA., with a starting salary of \$18.40 as per the current Clerical/Meter Reading 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. The probationary period for this position is 90 days from the effective starting date.

Motion: Mrs. Murphy made a motion, seconded by Mr. Service, to offer the position of Floating/Customer Representative to Kimberly Mills, of Tullytown, PA., with a starting salary of \$18.40 as per the current Clerical/Meter Reading 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.

4 in favor / 0 opposed. Motion carried unanimously.

FOR INFORMATION PURPOSE:

MIDSIZE AND LARGE DRINKING WATER SYSTEM INFRASTRUCTURE RESILIENCE AND SUSTAINABILITY PROGRAM GRANT - US ENVIRONMENTAL PROTECTION AGENCY (USEPA)

Dr. Rajput stated that the grant application under National Priority Area 1: Midsize Community Infrastructure Investments for Drinking Water System Resilience to US EPA was submitted. Under this application, the Authority is seeking a grant of \$1,117,314.00 for the planning, design, and rehabilitation of the backup raw water wells to meet the present and future emergency capacity needs of the Authority and has matching funds to provide ten percent (10%) of the funding, if the grant is awarded.

WWTP-490: RESTORATION OF CONCRETE SIDEWALKS, DRIVEWAYS, APRONS, CURBS AND SITES AFFECTED BY WATER MAIN BREAKS AND REPLACEMENTS

Dr. Rajput stated that the bid documents were prepared and advertised for Contract No. WWTP-490. The bids are due January 14, 2026.

LOCAL SHARE ACCOUNT (LSA) GRANT - PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT (PADCED), COMMONWEALTH FINANCING AUTHORITY(CFA)

Dr. Rajput stated that the grant application under Local Share Account (LSA) to Pennsylvania Department of Community & Economic Development (PA DCED), Commonwealth Financing Authority (CFA), for the primary digester #1 tank mixing system rehabilitation project for the amount of \$971,647.76 has been submitted. The proposed project is expected to improve performance of the anaerobic digester resulting

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in increased biogas production, reduce downtime, improve operational stability, modern safety features, and lower operational and maintenance costs.

DVPLT-COMMERCIAL INSURANCE RENEWAL

Dr. Rajput stated Delaware Valley Property and Liability Trust (DVPLT) is the Authority's commercial insurance provider. Total annual renewal contribution is \$312,616 for the year 2026, which is approximately \$35,044 less than that of 2025.

DVHT -HEALTH INSURANCE

Dr. Rajput stated Delaware Valley Health Trust (DVHT) is the Authority's Health Insurance broker. Review of the 2026 renewal rate shows that DVHT continues to provide relatively stabilized rates. Based on the current insured employees, the total estimated monthly premium is approximately \$186,000.

DVWCT- WORKERS' COMPENSATION INSURANCE

Dr. Rajput reported that Delaware Valley Workers' Compensation Trust (DVWCT) is also our current Workers' Compensation insurance provider. Our modification factor has decreased from 1.07 to 1.06. Therefore, our estimated contribution is approximately \$106,047, this includes a multi-trust discount of \$4,419.

ELECTRIC SUPPLY AGREEMENT

Dr. Rajput has locked in the electric supply price and executed the agreement with Constellation New Energy, Inc. on October 28, 2025. The price is \$0.07700/kWh. The duration of the agreement is two (2) years which runs from January 6, 2026, to January 4, 2028.

WWTP-483: REPLACEMENT OF THE BACKUP CENTRIFUGE AT THE WASTEWATER TREATMENT PLANT

Dr. Rajput reported the contractor submitted shop drawings for the electrical system and the controls for the Centrifuge. We met with the contractor to discuss and review these submittals and granted approval with the applicable revisions. The mechanical shop drawing submittals have already been reviewed with the contractor and approved. As per the current schedule, delivery of the complete centrifuge and controls is estimated to be in approximately six (6) months.

WWTP-474B: REPLACE THE MIXING SYSTEM IN ANAEROBIC DIGESTER NO. 4 AT THE WASTEWATER TREATMENT PLANT UNDER COSTARS CONTRACT (CAPITAL IMPROVEMENT PROJECT)

Dr. Rajput said a project progress meeting with Eastern Environmental Contractor, Inc. was held on December 15, 2025, discussed topics were the project schedule and progress specifically pertaining to the installation of electrical equipment.

CONTRACT NO. WWTP – 474: FURNISH AND INSTALLATION OF ONE ADDITIONAL SECONDARY SEDIMENTATION TANK 6 AT THE WASTEWATER TREATMENT PLANT UNDER COSTARS CONTRACT (CAPITAL IMPROVEMENT PROJECT)

The Water Quality Management application was completed and submitted to PADEP for their review.

Dr. Rajput brought to the attention of the Board of Directors, that there are non-union employees to consider at their discretion for an increase in wages.

Motion: Mr. Servis made a motion, seconded by Mr. Morgan, to give a 5% increase in wages starting January 1, 2026, to the following employees, Colleen Dunn, Michael Andrews and Daniel Fortak.

4 in favor / 0 opposed. Motion carried unanimously.

At this time Mrs. Gahagan joined the meeting via telephone.

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Motion: Mr. Servis made a motion, seconded by Mr. Morgan, to give a 5% increase in wages starting January 1, 2026, to the following employee, Tom Glasson.

4 in favor / 0 opposed / 1 abstention. Motion carried unanimously.

Mr. Glasson abstained from the vote for personal reasons.

Motion: Mr. Servis made a motion, seconded by Mr. Morgan, to give a 6% increase in wages starting January 1, 2026, to Dr. Vijay Rajput, Managing Director.

5 in favor / 0 opposed. Motion carried unanimously.

Solicitor's Report

Mr. Meginniss stated that there was an executive session from 6:30 pm. to 7:00 pm. to discuss litigation, personnel, and real estate matters.

Finance Manager's Report

Mrs. Dunn reported that 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 seconded by Mr. Servis to adjourn the board meeting at 7:33PM.

4 in favor / 0 opposed. Motion carried unanimously.

Respectfully submitted by:


Michele Hammar, Secretary

