

**LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY  
BOARD MEETING MINUTES  
January 21, 2009**

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Wednesday, January 21, 2009, at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania, 19055.

**Call to Order**

Mr. Armstrong, Chairman, called the meeting to order at 7:00 P.M., which was followed by the Pledge of Allegiance and a moment of silence.

**Roll Call**

Mr. Czyzyk, Secretary, took roll call as follows:

Board Member's Present: Edmund Armstrong  
John Monahan  
Susan DeRosier (arrived at 7:20 PM)  
James Chase  
Anthony Verduci  
Edward Czyzyk

Also Present: Janet A. Keyser, Managing Director  
Pat Koszarek, Finance Director  
Vijay Rajput, Director of Operations  
Gary Tosti, WWTP Plant Manager  
Vince Capaldi, Superintendent, WTP  
Mickey Perrone, Asst. Superintendent, WTP  
Nancy Burnell, Supervisor, Meter Department  
James A. Downey III, Esquire  
Robert Serpenti, Consulting Engineer

**Reorganization - Board Directors**

**Chairman**

Mr. Monahan made a motion, seconded by Mrs. DeRosier, to appoint Mr. Verduci as Chairman of the Board.  
Motion carried unanimously.

**Vice Chairman**

Mr. Armstrong made a motion, seconded by Mr. Monahan, to appoint Mr. Czyzyk as Vice Chairman of the Board.  
Motion carried unanimously.

**Secretary**

Mr. Monahan made a motion, seconded by Mr. Chase, to appoint Mrs. DeRosier as Secretary of the Board.  
Motion carried unanimously.

**Treasurer**

Mr. Chase made a motion, seconded by Mr. Czyzyk, to appoint Mr. Monahan as Treasurer of the Board.  
Motion carried unanimously.

**Assistant Treasurer**

Mr. Czyzyk made a motion, seconded by Mr. Armstrong, to appoint Mr. Chase as Assistant Treasurer.  
Motion carried unanimously.

**Assistant Secretary**

Mr. Czyzyk made a motion, seconded by Mr. Chase, to appoint Mr. Armstrong as Assistant Secretary.  
Motion carried unanimously.

**Advertisement of Yearly Authority Meetings**

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Czyzyk, to continue holding the monthly meetings the third Wednesday of the month at 7:00 P.M.  
Motion carried unanimously.

**Questions/Comments:**

Mr. Monahan stated that he would like to see the meetings changed from the third Wednesday of the month at 7:00 P.M. to the fourth Thursday of the month at 7:00 P.M. Several Board Directors stated after the Board meeting not to advertise the yearly meetings until after the Board meets in February.

**Public Participation**

There was no one from the audience that wished to address the board.

**Approval of payment of the January 2009 Accounts Payable as presented to the Board Directors.**

**Questions/Comments**

Mr. Monahan questioned the following invoice:

D&B/Guarino Engineers, LLC  
Invoice No. 22-501  
Concrete Repair at Water Plant

Mrs. Keyser explained that there was an oversight. In May, 2008, the items listed on this current invoice were not included. Mrs. Keyser assured the Board that the information was checked out and shows to be correct.

**Motion**

Mr. Monahan made a motion, seconded by Mr. Armstrong, to approve the payment of the January 2009 Accounts Payable as presented to the Board Directors.

Motion carried unanimously.

**Approval of the December 17, 2008 Minutes as Presented to the Board of Directors**

**Motion**

Mr. Chase made a motion, seconded by Mr. Monahan, to approve the Board meeting minutes for December 17, 2008 as presented to the Board of Directors.

**Roll call on the Motion**

Mr. Verduci	Aye
Mr. Czyzyk	Aye
Mr. Armstrong	Aye
Mr. Chase	Aye
Mr. Monahan	Aye
Mrs. DeRosier	Abstain (Did not have time to review the minutes)

Motion carried 5 Aye votes – 1 Abstention

Mr. Chase asked that the Board packets be delivered earlier so that the Board has sufficient time to review everything. Mrs. Keyser explained that the last two (2) weeks we have been experiencing computer problems as well as being short staffed due to illness.

**Reappointment of Edward Czyzyk by Tullytown Borough Council**

Mrs. Keyser informed the Board that Mr. Czyzyk was reappointed to the Lower Bucks County Joint Municipal Authority's Board Directors for a five year term beginning January 20, 2009 to December 31, 2013 by Tullytown Borough Council at their meeting held on Tuesday, January 13, 2009.

**Pretreatment Variances**

Mrs. Wallover reported on the following Pretreatment Variances:

**Original Brothers Deli – 6702 Mill Creek Rd, Levittown – Permit F137-2008 11/19/2008-11/18/2009 Asvin Patel Owner Present**

This facility was previously granted a variance for an internal 50 gallon internal grease trap with quarterly monitoring for TSS and Oil & Grease.

Mr. Patel is requesting a decrease in the testing requirements. Right now this facility is tested four (4) times per year. Mr. Patel is requesting this be decreased to one (1) or two (2) times per year.

Mrs. Wallover responded that this facility has never failed testing. Mr. Armstrong stated that he realizes that we are in a recession and we try to do everything we can to help our businesses.

**Motion**

Mr. Armstrong made a motion, seconded by Mrs. DeRosier, to reduce the testing from annual to semiannual for both solids and oil & grease for a period of three (3) years. If this facility fails they will then need to come before the Board and be re-evaluated.  
Motion carried unanimously.

**Ariana's Pizza – 230 Levittown Parkway Levittown Alex Vera Owner Present.**

Mr. Vera stated that they have been having problems with their testing. The facility has a 500 gallon exterior grease trap.

The hoods are cleaned every three (3) months, however, the grease and cleaning solutions are going down into the sanitary sewer system. They have discontinued the use of the chemicals and are now using soap and water for cleaning.

Mr. Verduci asked if any current testing has been done. Mrs. Wallover responded that they had a test taken on December 3, 2008 for oil & grease and failed. At this time Mrs. Wallover is not able to renew the permit based on the amount of failures. They were previously given a variance for a 500 gallon exterior grease trap.

Mrs. Wallover stated that the previous permit was issued with quarterly cleaning and quarterly sampling due to the prior analysis.

Mr. Armstrong asked why Mr. Vera was at tonight's meeting. Mrs. Wallover replied that he is here tonight because he was previously granted a variance and the Board's requirements are that they have to pass. Mrs. Wallover informed the Board that she has increased them where she could, however, if they continue to fail they will have to start monthly testing.

Dr. Rajput feels that the problem is with the sampling as well as the cleaning company they are using.

### **Questions/Comments**

Mrs. Wallover informed Mr. Vera that he needs to be more diligent in making sure the contractor is doing what they have been contracted to do. If they do not you should look into getting another company. Mrs. Wallover further stated that you need to take it in your own hands and they have to work under your terms. Your contractor works for you, if they are not going to meet your demands or uphold the contract get another company. By not complying with the terms of the permit you could have a drastic effect on our sewer system to the point that a homeowner could be getting sewage in their home.

### **Motion**

Mr. Chase made a motion, seconded by Mr. Czyzyk, to issue a one (1) year permit with quarterly testing for the next 2 quarters. Should the facility pass the test without any problems then it would revert back to the original permit requirement which is twice a year for oil & grease and once a year for solids. If the facility does not pass the next two (2) quarters they will then be required to continue with quarterly testing for the remainder of the year which expires November 2009.  
Motion carried unanimously.

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

#### **Executive Session**

At 7:31 P.M. Mr. Downey requested an executive session. The regular Board meeting reconvened at 8:45 P.M. Mr. Downey stated that during the executive session litigation and personnel matters were discussed.

#### **Managing Director's Report**

#### **Auto Repair Services for Authority Vehicles**

As in previous years, each January the Board reverses the auto vehicle repair centers.

**Motion**

Mr. Chase made a motion, seconded by Mr. Armstrong, to reverse the auto vehicle repair centers as has been done in past years. Water Filtration Plant vehicles will now go to Robert's Auto Repair in Tullytown and the Wastewater Treatment Plant vehicles will now go to Suder's Automotive in Levittown.

**Sale of 1992 Ford F-350 Pickup Truck**

Mrs. Keyser stated that the above mentioned vehicle has been replaced and asked the Board for permission to place this vehicle up for sale.

**Motion**

Mr. Czyzyk made a motion, seconded by Mr. Armstrong, giving permission to Mrs. Keyser to place the 1992 Ford F-350 Pickup truck out for sale to the highest bidder.  
Motion carried unanimously.

Mrs. Keyser stated that the remainder of her report was completed during the executive session.

**Finance Director**

Mrs. Koszarek reported as follows:

- Revenue Account Balance : \$2,099,834.86
- Penn Vest Account Balance: \$ 784,851.69

**Rate Increase**

Mrs. Koszarek stated that during last month's meeting both she and Mrs. Keyser recommended a 20% rate increase for 2009 due to a decrease in the Authority's revenues.

Mr. Armstrong stated that in the past he has suggested making people pay more as they use more. Mrs. Koszarek responded that she did look into this and talked to the Authority's computer company, who advised her that basically we would need to have our billing system re-written to accommodate that, and I couldn't even tell you if it would be beneficial or not partially due to the cost.

Mr. Verduci asked if we could increase the minimum to 15,000. Mrs. Koszarek responded that you would not gain much ground in doing that and what she sees happening with that scenario is you end up hurting the senior citizens who are using less than half of the minimum. The minimum would go from 10,000 gallons to 15,000 gallons. Mr. Chase stated that right now he pays an overage.

If this is done he would only be paying an excess charge during the summer, the other three (3) quarters of the year he would only be paying the minimum which is going to decrease the amount of revenue that he would pay the Authority.

Mrs. DeRosier asked that since the Board is not approving the rate increase until tonight that this actually isn't going to be a true 20% increase. Mrs. Koszarek stated that it would not. We lost one (1) quarter already. The longer you wait the less revenue the Authority will realize. Mrs. Keyser added that to be fair to our customers we will have to wait until April, our second quarter, to implement the increase so everyone will receive the same increase.

Mr. Verduci asked that any large projects, prior to bidding, be presented to the Board for review.

Mr. Armstrong stated that the Board has responsibilities as fiduciaries of the Authority. If we were to allow the Authority to go into the red or whatever, someone could be coming after us.

Mr. Downey stated that to follow what Mr. Armstrong said it has been pointed out that there are a lot of Capital projects that have been carried over if things start to fail the DEP is going to come in because we are polluting the Delaware River. Mrs. Keyser added that would also include the EPA, the Board of Health and DRBC.

After further discussion the Board made the following motion:

**Motion**

Mr. Chase made a motion, seconded by Mrs. DeRosier, to approve the Budget for 2009 as presented, which includes a 20% rate increase. Motion carried unanimously.

**Director of Operation's Report**

Dr. Rajput reported on the following items:

**Performance of an Emission Compliance Test on the Air Scrubber System Located at the Kenwood Pump Station**

As per PADEP Air Quality Operating Permit for the Air Scrubber, the Authority is required to perform a stack test for the removal efficiency of the scrubber using PADEP approved procedures every five (5) years or once within the life of the permit (at least 12 months prior to the expiration of the current permit).

The current permit will expire on December 31, 2011. In this regard, Dr. Rajput has requested and received a quotation from INTECX Environmental Group, Inc. located in Pipersville, PA. Their quoted amount is \$5,650.00; however, there may possibly be additional costs if PADEP requires spiking of the system with hydrogen sulfide.

After careful consideration, Dr. Rajput recommended awarding the above testing to INTECX Environmental Group Inc., in the amount of \$5,650.00. It will take approximately three (3) to six (6) months for the approval of testing protocol form PADEP. Part of the INTECX proposal is to obtain all required approval for the testing and to perform all required tests in compliance with PADEP.

**Questions/Comments**

Mr. Verduci asked Dr. Rajput if this was the only company that submitted a bid. Dr. Rajput replied that this was the company that was used before and they did a good job.

**Motion**

Mr. Chase made a motion, seconded by Mr. Czyzyk, to award the bid for the Emission Compliance Test on the Air Scrubber System located at the Kenwood Pump Station to INTECX Environmental Group, Inc., located in Pipersville, PA., in the amount of \$5,650.00.  
Motion carried unanimously.

The remainder of Dr. Rajput's report is for informational purposes for the Board.

**Supervisors Reports**

- Vince Capaldi, Superintendent                      Water Treatment Plant
- Gary Tosti, Plant Manager                              Wastewater Treatment Plant

**Old Business**

There was no old business brought before the Board.

**New Business**

Mr. Verduci asked Mrs. Keyser to look into a way of decreasing the cost on the Verizon bills.

**Public Participation**

There was no public participation.

**Adjournment of Board Meeting**

Mr. Czyzyk made a motion, seconded by Mr. Armstrong, to adjourn the Board meeting at 9:03 P.M.  
Motion carried unanimously.

Respectfully Submitted by:

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Susan DeRosier, Secretary

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