

**LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY**  
**BOARD MEETING MINUTES**  
**October 28, 2010**

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, October 28, 2010 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania, 19055.

**Call to Order**

Mr. Chase, 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. Verduci, Assistant Secretary, took roll call as follows:

Board Members Present:     Susan DeRosier (Arrived Late)  
                                      James Chase  
                                      Anthony Verduci  
                                      John Monahan  
                                      Edward Czyzyk  
                                      Edmund Armstrong

Also Present:                     Vijay Rajput, Managing Director  
                                      Pat Koszarek, Finance Director  
                                      Nancy Burnell, Supervisor, Meter Department  
                                      Gary Tosti, Plant Manager  
                                      Phil Smythe, Field Technician  
                                      Vince Capaldi, Superintendent, WTP  
                                      James A. Downey III, Esquire  
                                      Robert Serpenti, P.E., D&B Guarino

**Public Participation**

There was no public participation at this time.

**Approval - Payment of October 2010 Accounts Payable as Presented to the Board of Directors**

**Motion**

Mr. Monahan made a motion, seconded by Mr. Verduci, to approve the payment of the October 2010 accounts payable as presented to the Board of Directors.  
Motion carried unanimously.

**Approval of the September 23, 2010 Board Meeting Minutes as Presented to the Board of Directors with corrections**

Mr. Verduci made a motion, seconded by Mr. Monahan, to approve the September 23, 2010 Board Meeting Minutes with corrections.

**Roll Call on the Motion**

Mr. Armstrong	Abstain (was not present at the September 23, 2010 Board meeting)
Mr. Czyzyk	Aye
Mr. Monahan	Aye
Mr. Verduci	Aye
Mr. Chase	Aye

Motion passed – 4 Aye votes 1 Abstention

**Approval of the August 5, 2010 Board Meeting Minutes as Presented to the Board of Directors. The motion did not pass when presented at the September 23, 2010 Board Meeting (3 Aye votes – 2 Abstention votes)**

**Motion**

Mr. Monahan made a motion, seconded by Mr. Armstrong, to approve the August 5, 2010 Board Meeting Minutes as Presented to the Board of Directors.

**Roll Call on the Motion**

Mr. Monahan	Aye
Mr. Armstrong	Aye
Mr. Czyzyk	Abstain (was not present at the August 5, 2010 Board meeting)
Mr. Verduci	Aye
Mr. Chase	Aye

Motion passed: 4 Aye votes – 1 Abstention

**Presentation by Steve Noll, Bucks County Transportation Management**

Mr. Armstrong stated that the Board had previously discussed compressed natural gas (CNG) vehicles and the possibility of the Authority purchasing a re-fueling station that would service not only any vehicles the Authority purchases but also any other Municipalities, School Districts and anyone else in the area that have CNG vehicles.

Mr. Noll from Bucks County Transportation Management gave his presentation. Questions and comments followed by the Board.

**Managing Director's Report**

Dr. Rajput reported on the following items:

**Replacement of Two (2) Vehicles (Meter Mechanic and Meter Reader)**

As the Board had previously requested a detailed evaluation has been performed on the Meter Mechanics 2003 Ford Windstar Cargo Van (W9) and the Meter Readers 1997 Chevy Blazer (W-7). The Blazer is approximately 13 years old and has 124,715 miles. It has reached a stage where it is not safe to drive and it is not worth repairing. The Meter Mechanics vehicle is approximately 7 years old with 77,200 miles. Quotes were obtained from a COSTAR contractor for the replacement of the above vehicles.

Meter Mechanics	
2011 Dodge Grand Caravan Cargo RTKE53	\$23,175.70
Meter Readers Truck	\$24,994.09
2011 Ford Transit Connect XLT	

It is recommended purchasing the above two (2) vehicles at a total cost of \$48,169.79 from Warnock Fleet, under Pennsylvania COSTARS Contract No. 026.

A discussion ensued regarding the vehicle to be purchased for the Meter Mechanics. It was decided by the Board to have Dr. Rajput look into other types of vehicles. The Board asked Dr. Rajput to look into a heavy duty truck.

**Motion**

Mr. Verduci made a motion, seconded by Mr. Armstrong, giving permission to Dr. Rajput to move forward with regards to the purchase of the Meter Readers Truck, a 2011 Ford Transit Connect XLT in the amount of \$24,994.09 from Warnock Fleet, under Pennsylvania COSTARS Contract No. 026.  
Motion carried unanimously.

**Contract WWTP 286: Sludge Cake Loading Area Modifications**

The Contractor has obtained the required building permit from Bristol Township License and inspection. Delivery of the prefabricated building has been scheduled. On October 19, 2010, the contractor performed test excavation for the column footing. The test revealed a conflict with the existing concrete encased electoral conduits. The contractor is asking for a time extension. The extension request is mainly due to the long lead time for the delivery of the prefabricated building. It is recommended granting a extension by 100 days from the present completion date of September 10, 2010. The new completion date would be December 20, 2010.

**Motion**

Mr. Armstrong made a motion, seconded by Mr. Monahan, granting permission to Dr. Rajput to extend the contract date from September, 10, 2010 to December 20, 2010 for contract WWTP 286: Sludge Cake Loading Area Modifications.  
Motion carried unanimously.

**Board Meeting Schedule for the Months of November and December 2010**

The Board meetings scheduled for the months of November and December this year falls on November 25<sup>th</sup> (Thanksgiving Day) and December 23<sup>rd</sup> (the day before Christmas Eve). The Board may want to consider changing these dates.

After some discussion the following motion was made.

**Motion**

Mr. Czyzyk made a motion, seconded by Mr. Monahan, to re-schedule the Thursday, November 25<sup>th</sup> meeting to Monday, November 22<sup>nd</sup> and the Thursday, December 23<sup>rd</sup> meeting to Monday, December 20<sup>th</sup>.  
Motion carried unanimously.

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

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

**Charter Extension**

Mr. Downey stated that he has obtained a certified copy of Bristol Township's Ordinance. Mr. Downey further stated that Tullytown's Ordinance is scheduled for their meeting in November. Once Mr. Downey receives a certified copy of the Ordinance from Tullytown he will apply to the Commonwealth Department of State to get the Authority's Charter extended.

**Executive Session**

At 8:10 P.M. Mr. Downey requested an executive session. The regular Board meeting reconvened at 8:27 P.M. Mr. Downey stated that during the executive session, personnel matters and ongoing litigation were discussed.

**Finance Director's Report**

Ms. Koszarek reported on the following:

- Revenue Account Balance       \$8,695,006.00
- Penn Vest Account Balance:       349,017.29

The remainder of Ms. Koszarek's report is for the Board's review.

Mr. Chase asked how the collections department is doing in light of the current economy. Ms. Koszarek replied that at this time the Authority has 220 accounts that are not revenue income. With the help of Dr. Rajput and Nancy Burnell we are trying to track this a little closer.

### **Savings**

Ms. Koszarek informed the Board that by comparison shopping we are getting better prices. Also, employees that are submitting invoices are more conscious about any discounts that may be available.

### **Old Business**

#### **Kenwood Pump Station Project**

Mr. Armstrong stated that the Kenwood Pump Station Project was a very complex project that went just as smooth as could be under Phil Smythe's direction.

#### **Bristol Township Sewer Authority – Palmer Avenue Station**

Mrs. DeRosier asked Dr. Rajput for the status of the Palmer Avenue Station. Dr. Rajput stated that right now we do not have a complete report on their findings. The first report was submitted and it shows that and it clearly states that both the Authority's meter and Bristol Township's meter are correct. Dr. Rajput added that we will have to wait for a finalized report.

Mrs. DeRosier stated that she received a phone call from one of the Authority's customers. Mrs. DeRosier in turn called the Water Treatment Plant and spoke with Fred Walcott, Lab Technician. Mrs. DeRosier wanted to thank Fred for so quickly responding to her phone call.

#### **Philadelphia Area Stand Down**

Mr. Armstrong stated that in September the Board authorized and provided free water service to the Philadelphia Stand Down for Homeless Veterans. It was a complete success. Two hundred seventy veterans came through. On behalf of Veteran's organizations, and volunteers, Mr. Armstrong thanked the Board.

### **New Business**

#### **I-Pads for Board of Directors**

Mr. Armstrong stated that at last month's meeting Mr. Chase inquired about the I-Pads. Mr. Armstrong informed the Board that all Tullytown Council members now have I-Pads. The cost is approximately \$600.00. Mr. Chase added that it would be a cost savings on paper. Mr. Chase authorized Dr. Rajput to follow through with this and if everything is ok to purchase them for any Board member that is interested.

**Public Participation**

There was no public participation at this time.

**Adjournment of Board Meeting**

Mr. Czyzyk made a motion, seconded by Mr. Armstrong, to adjourn the Board meeting at 8:47 P.M.

Motion carried unanimously.

Respectfully Submitted by:

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Susan DeRosier, Secretary