

**LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY
BOARD MEETING MINUTES
January 26, 2012**

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, January 26, 2012 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

Call to Order

Mrs. Keyser, Chairperson, 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

Mrs. DeRosier, Secretary, took roll call as follows:

Board Members Present: Janet Keyser
Susan DeRosier
James Chase
John Monahan
Edward Czyzyk
Edmund Armstrong

Also Present: Vijay Rajput, Managing Director
Pat Koszarek, Finance Director
Nancy Burnell, Supervisor, Meter Department
James A. Downey III, Esquire
Fred Walcott, Assistant Superintendent, WTP
Phil Smythe, Field Technician

Annual Reorganization of the Board of Directors

Chairman

Mr. Czyzyk made a motion nominating Mr. Edmund Armstrong to serve as Chairperson of the Board for 2012.

Mrs. DeRosier made a motion nominating James Chase to serve as Chairperson. Mr. Chase declined.

Motion

Mr. Czyzyk made a motion, seconded by Mr. Monahan, nominating Mr. Edmund Armstrong to serve as Chairperson of the Board for 2012.
Motion carried unanimously.

At this time Mr. Armstrong took his place as Chairperson.

Vice Chairperson

Mr. Czyzyk made a motion, seconded by Mrs. DeRosier, nominating Mr. Monahan to serve as Vice Chairperson of the Board for 2012.
Motion carried unanimously.

Secretary

Mrs. Keyser made a motion, seconded by Mr. Monahan, nominating Mrs. DeRosier to serve as Secretary of the Board for 2012.
Motion carried unanimously.

Treasurer

Mr. Chase made a motion, seconded by Mr. Monahan, nominating Mr. Czyzyk to serve as Treasurer of the Board for 2012.
Motion carried unanimously.

Assistant Treasurer

Mrs. Keyser made a motion, seconded by Mrs. DeRosier, nominating Mr. Chase to serve as Assistant Treasurer of the Board for 2012.
Motion carried unanimously.

Assistant Secretary

Mr. Chase made a motion, seconded by Mr. Czyzyk, nominating Mrs. Keyser to serve as Assistant Secretary of the Board for 2012.

Public Participation

There was no public participation brought before the Board at this time.

JM Patton Associates – Mr. Jack Patton

Mr. Patton attended the Board meeting and thanked the Board for allowing his company to continue on as the Authority's insurance broker.

Mr. Patton stated that at the last meeting there was a vote to move insurance coverage from Scottsdale Insurance Co. to Philadelphia Insurance Co. Mr. Patton feels that the transition went smoothly.

GOAL

Mr. Armstrong suspended the Agenda and stated that he is on the Board of Directors of a group called GOAL. Recently, there was an awards dinner and representatives from GOAL wished to thank the Authority through Dr. Rajput who has been there giving us every kind of help he possibly can. Mr. Armstrong added that in the last three (3) years he assisted in the picking up of 400,000 lbs. of debris out of local waterways and has planted over 900 trees, 35,000 square feet of wildflower seed, recycled approximately 20 cubic yards of plastics and metal, and removed about 800 tires that were breeding grounds for mosquitoes.

Dr. Rajput thanked Mr. Armstrong for the plaque.

Approval and Payment of the January 2012 Accounts Payable as Presented to the Board of Directors

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, to approve the payment of the January 2012 accounts payable as presented to the Board of Directors.

Roll Call

Mrs. Keyser	Aye
Mr. Chase	Aye
Mr. Monahan	Aye
Mrs. DeRosier	Aye
Mr. Czyzyk	Aye
Mr. Armstrong	Aye

Motion carried unanimously.

Approval of the December 20, 2011 Board Meeting Minutes as presented to the Board of Directors

Dr. Rajput advised the Board that Mrs. Magro had been out of work and therefore was not able to complete the December 20, 2011 Board meeting minutes.

Motion

Mr. Chase made a motion, seconded by Mr. Armstrong, to table the approval of the December 20, 2011 Board meeting minutes until the February Board meeting.
Motion carried unanimously.

Pretreatment Variances

A Taste of Philly – 4017 New Rodgers Road, Levittown - Ashraf Awad is the new owner of this facility.

Mr. Awad is appealing the installation of a 1,000 gallon baffled exterior grease trap and is requesting a variance to install an interior 30-40 gallon grease trap.

Motion

Mr. Czyzyk made a motion, seconded by Mr. Chase, granting a variance and approval to A Taste of Philly located at 4017 New Rodgers Road, Levittown to install a 40 gallon interior grease trap with quarterly testing.

Roll Call

Mrs. Keyser	Aye
Mr. Chase	Aye
Mr. Monahan	Aye
Mrs. DeRosier	Aye
Mr. Czyzyk	Aye
Mr. Armstrong	Aye

Motion carried unanimously.

Managing Director's Report

Dr. Rajput reported on the following items:

Electric Power Demand Response Program

Last year the Authority participated in a Demand Response Program which was offered by Hess Corporation for the Wastewater Treatment Plant. The duration of this program is from June 1, 2011 to May 31, 2012. During last year the Authority was required to conduct a minimum one (1) hour load curtailment test which was done by running the Wastewater Treatment Plant on the emergency power generator for approximately two (2) hours. The Authority will receive approximately \$20,000 for participating in the program.

On January 17, 2012 the Authority met with representatives from Hess Corporation to discuss the renewal option for the current participation of the Wastewater Treatment Plant and explore the feasibility and economic benefit of enrolling the Water Treatment Plant and two (2) Water Pumping stations. It was determined that it is not economically beneficial to enroll any of the Wastewater Pumping Stations.

After review of all details presented it is recommended participating in the above mentioned program for a two (2) year term with the Demand Response Program offered by Hess Corporation. Dr. Rajput added that by entering into this program the Authority could see a savings of \$161,102 over a two (2) year period plus energy payment.

Motion

Mr. Chase made a motion, seconded by Mrs. DeRosier, granting authorization to Dr. Rajput to enter into a two (2) year term agreement with the Demand Response Program offered by Hess Corporation as stated above.

Roll Call

Mrs. Keyser	Aye
Mr. Chase	Aye
Mr. Monahan	Aye
Mrs. DeRosier	Aye
Mr. Czyzyk	Aye
Mr. Armstrong	Aye

Motion carried unanimously

Jet-Truck

During 2010-2011 the Authority purchased a Jet Vac truck under the state bid (COSTAR). The Jet Vac truck was delivered in February 2011 and it was discovered that the Jet Vac system delivered did not meet the Authority's safety and performance standards. Jet-Vac felt that they exhausted every available option in trying to adjust the system to meet the Authority's required performance. Considering the available options, it was recommended selling the entire vehicle back to Jet-Vac, Inc for the purchased price of \$97,706.60.

Motion #1

Mr. Chase made a motion, seconded by Mr. Czyzyk authorizing Dr. Rajput to sell the Jet-Vac truck back to Jet-Vac in the amount of \$97,706.60.

Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Mr. Monahan Aye
Mrs. DeRosier Aye
Mr. Czyzyk Aye
Mr. Armstrong Aye
Motion carried unanimously

Motion #2

Mr. Chase made a motion, seconded by Mrs. Keyser, granting permission to Dr. Rajput to prepare the specifications to re-bid the Jet truck.

Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Mr. Monahan Aye
Mrs. DeRosier Aye
Mr. Czyzyk Aye
Mr. Armstrong Aye
Motion carried unanimously

Water Meter Replacement Program

As Dr. Rajput reported in December, the Authority has switched from Senses to Neptune Technology Group. The old meters should be sold and would likely be used as scrap metal. Dr. Rajput requested Board approval to scrap and sell the meters that are no longer in use. Mrs. Burnell added the standards have changed regarding water meters whereby certain levels of lead in the brass castings must now be met.

Motion

Mr. Czyzyk made a motion, seconded by Mr. Chase, granting permission to Dr. Rajput to sell the Sensus meters that are no longer in use to the highest bidder.

Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Mr. Monahan Aye
Mrs. DeRosier Aye
Mr. Czyzyk Aye
Mr. Armstrong Aye
Motion carried unanimously

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

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

Executive Session

At 7:41 P.M. Mr. Downey requested an executive session. The regular Board meeting reconvened at 8:00 P.M. Mr. Downey stated that during the executive session ongoing litigation and personnel matters were discussed.

Motion

Mr. Czyzyk made a motion, seconded by Mr. Chase, granting authorization to Mr. Downey to appeal an adverse decision from an arbitration panel in the Court of Common Pleas of Bucks County (PECO).

Roll Call

Mrs. Keyser	Aye
Mr. Chase	Aye
Mr. Monahan	Aye
Mrs. DeRosier	Aye
Mr. Czyzyk	Aye
Mr. Armstrong	Aye

Motion carried unanimously

Finance Director's Report

Ms. Koszarek was not present at tonight's Board meeting. Dr. Rajput reported on the following:

Unadjusted Balances

Unadjusted Balance	\$11,265,180
Current Accounts Payable	179,223.13

Old Business

There was no Old Business brought before the Board.

New Business

**Vehicle Repair
Motion**

Mr. Czyzyk made a motion, seconded by Mr. Monahan, to reverse the auto vehicle repair centers as has been done in past years. For the 2012 year the Water Plant vehicles will be sent to Robert's Auto Repair in Tullytown and the Sewer Plant vehicles will be sent to Suder's Auto Repair in Levittown.

Roll Call

Mrs. Keyser	Aye
Mr. Chase	Aye
Mr. Monahan	Aye
Mrs. DeRosier	Aye
Mr. Czyzyk	Aye
Mr. Armstrong	Aye

Motion carried unanimously

Schedule Yearly Board Meetings

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, to advertise the Board meetings for the 2012 year. All Board Directors agreed that meetings will be held on the fourth Thursday of each month unless the Board meeting date should fall on a holiday.
Motion carried unanimously.

Office Cleaning

Mrs. Keyser would like the Board to consider obtaining a professional cleaning service to clean the offices at the Administration, Water and Wastewater offices.

Motion

Mr. Chase made a motion, seconded by Mr. Czyzyk, authorizing Dr. Rajput to look into hiring a professional cleaning service for the Administration, Water & Wastewater plants.

Board Meeting Minutes
January 26, 2012
Page Nine

Roll Call

Mrs. Keyser Aye
Mr. Chase Aye
Mr. Monahan Aye
Mrs. DeRosier Aye
Mr. Czyzyk Aye
Mr. Armstrong Aye
Motion carried unanimously

Various Articles

Mrs. DeRosier distributed several articles to the Board with one in particular stating that the total governmental funding is expected to be available for award to satisfy the drinking water and wastewater needs in the amount of One Billion Dollars.

Route 13 Construction

Mr. Armstrong advised the Board that the construction on Route 13 will begin shortly from Green Lane up to Levittown Parkway. Mr. Armstrong added that there are ten (10) businesses that are in the area of the train station that either do not have sanitary sewer service or have had problems due to pumping systems, etc. This might be an opportunity for the Authority to extend our sewer mains up in that direction. Another possibility would be if the train station is going to abandon the tunnel, which there is talk about, the possibility to have a gravity line or force main run through the tunnel in order to take the sewage over to Oxford Avenue and Main Street.

Adjournment of Board Meeting

Mr. Czyzyk made a motion, seconded by Mr. Chase, to adjourn the Board meeting at 9:00 P.M.
Motion carried unanimously.

Respectfully submitted by:


Susan DeRosier
Board Secretary