

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday December 22, 2016 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

Executive Session

An Executive Session was held from 6:30 P.M. to 7:05 P.M. Mr. Downey will advise during his report.

Call to Order

Mr. Chase, Chairman, called the meeting to order at 7:11 P.M., which was followed by the Pledge of Allegiance and a moment of silence for all the men and women that put their lives on the line every day for the safety of our country, and also the mother and nephew of three (3) Authority employees who recently passed away.

Roll Call

Mrs. Magro took roll call as follows:

Board Members Present:

James Chase
Rich Altmiller
Sandra Della-Croce
Cindy Murphy
John Monahan
Joseph Glasson

Also Present:

Vijay Rajput, Ph.D., P.E., Managing Director
Colleen Dunn, Finance Manager
Nancy Burnell, Supervisor, Meter Department
Debbie Magro, Administrative Secretary
James A. Downey, III, Solicitor
Fred Walcott, Superintendent, Water Filtration Plant
Mike Hoelzle, Assistant Superintendent, Water Filtration Plant
Phil Smythe, Field Technician/Lift Station Supervisor
Mike Andrews, Engineering Assistant
Susan Wallover, Pretreatment Coordinator
Bob Serpente, Consulting Engineer

Public Participation

At this time, there was no one in the audience that wished to address the Board.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Approval of the December 2016 Accounts Payable as Presented to the Board Directors.

Motion

Mr. Altmiller made a motion, seconded by Mr. Monahan, to approve the December, 2016 Accounts Payable as presented.

Questions/Comments

Ms. Della Croce questioned the following invoice(s)

United Electric Supply

Invoice #S103591326.001

Board Room – Electrical/Computer

Amount: \$493.05

Ms. Della-Croce was informed that the current Board Room is going to be changed into offices, so adjustments needed to be made to accommodate the computers, phones, etc.

84 Lumber Company

Invoice #738912

Amount: \$664.03

Drywall Field Locker Room – LD Davis Bldg. Contract WWTP-138

Ms. Della-Croce was informed that this is a part of on-going work on the LD Davis Building at the Wastewater Treatment Plant.

Pennsylvania One Call

Invoice # 0000707024

Amount: \$410.51

LBCJMA PA One Calls for Water & Sewer – 11/2016

Ms. Della-Croce was informed that to avoid any conflict with gas, water, sewer lines, etc. PA One Call comes out to mark the lines.

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye – Abstain on Benjamin Franklin Plumbing
Ms. Della-Croce	Aye
Mr. Altmiller	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye

Motion carried 5 Aye Votes – 1 Abstention

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Approval of the Board Meeting Minutes of November 22, 2016

Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to approve the Board Meeting Minutes of November 22, 2016 as presented.

Questions/Comments

Mr. Altmiller stated that on page seven under Employee Christmas Gift, it states that \$25.00 Christmas gift cards were approved to give to the employees not to exceed \$18,000.00. The cost should read \$1,800.00.

Revised - Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to approve the Board Meeting Minutes of November 22, 2016 with correction.

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mr. Altmiller	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye

Motion carried unanimously

Pretreatment Variances

Charles Kaurmann – Tentative address: 4151 Woerner Avenue

Mr. Kaufmann is requesting a variance from the 1,000 gallon exterior grease trap requirements for his hot dog business. Opening is tentatively scheduled for February 1, 2017.

After some discussion with Mrs. Wallover, Pretreatment Coordinator, the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to grant the variance from the 1,000 gallon exterior grease trap and install a 20 gallon under the counter grease trap with quarterly testing for a period of one (1) year. If facility has passed all tests after the first year, Mr. Kaurmann could come back before the Board and request a reduction in testing.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Question/Comments

Mrs. Wallover asked what time frame for analysis is the Board going to enforce. After discussion it was decided that quarterly testing for the first year will be acceptable. If facility has passed all tests after the first year, Mr. Kaurmann could come back before the Board and request a reduction in testing.

*This has been added to the motion above.

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mr. Altmiller	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye

Motion carried unanimously

Wendy's Restaurant: 1151 Oxford Valley Road, Levittown. Permit #F017-2015 (12/01/2015 – 11/30/2016)
1151 Oxford Valley Road, Levittown. Permit #F017-2015 (12/01/2015 – 11/30/2016)

Wendy's Restaurant – 1419 E. Lincoln Highway, Levittown – Permit #F112-2015 (07/22/2015 – 07/21/2016)
Brian Ramsen, Manager present.

Mr. Ramsen stated that tonight he is representing both locations. The Oxford Valley Road location passed the testing. He believes that the Wendy's on Lincoln Highway did not.

Mrs. Wallover stated that Mr. Ramsen is correct that both locations were tested previously and the Oxford Valley Road location passed. Route 1 is the one that failed. Both locations were tested today and we are waiting for the results. The plan is to also sample on Dec 28th. The permit for Lincoln Highway expired on July 21st. They received a pass, we've already fined them. Mr. Altmiller asked what the procedure is with the location that failed. Mrs. Wallover replied that she would fine them. Mr. Altmiller asked for Mrs. Wallover's recommendation. Mrs. Wallover stated that if the facility on Lincoln Highway does not pass this time, they definitely would get a step up and force them to clean every month. As far as the facility on Oxford Valley Road if they pass the test that was taken today I will issue them a permit.

After further discussion, the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mr. Monahan, to table any decision for the Wendy's Restaurant located on 1419 E. Lincoln Highway until the January, 2017 Board Meeting.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Roll Call on the Motion

Mr. Chase Aye
Mr. Glasson Aye
Ms. Della-Croce Aye
Mr. Altmiller Aye
Mrs. Murphy Aye
Mr. Monahan Aye
Motion carried unanimously

Porfirio's II Pizza & Pasta – 935 Veterans Highway, Levittown – Permit # F135-2015 (07/09/2015 – 07/08/2016 – No one present.

Mrs. Wallover informed the Board that she has renewed their permit.

Managing Directors Report

2017 Operating Budget and Capital Improvement Budget

Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to approve the 2017 Operating Budget and Capital Improvement Budget as presented.

Roll Call on the Motion

Mr. Chase Aye
Mr. Glasson Aye
Ms. Della-Croce Aye
Mr. Altmiller Aye
Mrs. Murphy Aye
Mr. Monahan Aye
Motion carried unanimously

Contract WWTP-369: Installation of Cured-In-Place Sanitary Sewer Lining in Various Locations – Phase V for the LBCJMA Wastewater Collection System

Bids were opened on December 15, 2016 for the above contract. After reviewing all submitted bids it was found that some information was not submitted on time. Dr. Rajput is asking for the Board to reject all bids and re-bid this contract.

Motion

Mrs. Murphy made a motion, seconded by Mr. Altmiller, to reject all bids for the above contract and re-bid this contract.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mr. Altmiller	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye

Motion carried unanimously

Installation of Infiltration Basin – Administration Building Extension Project

Per the requirements of Bristol Township relating to the post construction storm water management, a 30 ft. by 50 ft. infiltration basin with an approximate depth of 3 ft.-3.5 ft. needs to be installed. John Feher submitted the lowest quotation price of \$9,218.00. This work needs to be completed as soon as possible.

Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to accept the quotation of \$9,218.00 from John Feher for the work specified above.

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mr. Altmiller	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye

Motion carried unanimously

Installation of Parking Area as Part of the Administration Building Extension Project

As per the requirements of Bristol Township, the Authority is required to install twelve (12) new parking spaces (54'x60'). This will be constructed over the proposed infiltration basin. Dr. Rajput is in the process of acquiring additional quotations.

The total estimated cost is approximately \$18,000. Board approval is requested to construct the above required reinforced concrete surface parking lot with a total cost not to exceed \$18,000.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Motion

Mr. Altmiller made a motion, seconded by Mr. Monahan, to approve the installation of twelve (12) new parking spaces (54'x60') to the lowest quotation presented. This will be constructed over the proposed infiltration basin per Bristol Township requirements not to exceed \$18,000.

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mr. Altmiller	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye

Motion carried unanimously

Replacement of the Roof of the Existing Administration Building

The roof of the existing Administration Building is old and needs to be replaced. Quotes are being requested from the contractor as well as several other roofing contractors for this project. The Authority will purchase all needed materials and have a contractor for the installation. The total estimated cost of material for this project is approximately \$13,000 and will not exceed \$18,000 for installation. The cost might increase slightly depending on the quantity of TOP and bonding adhesive insulation board needed. Dr. Rajput is requesting Board approval to proceed with the roof replacement

Dr. Rajput would like to thank Mr. Altmiller for inspecting the existing roof conditions and assisting in selecting the correct roof system replacement option, his suggestions will also benefit in the saving of energy.

After further discussion the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, giving permission to Dr. Rajput to proceed with obtaining quotes for the replacement of the roof of the existing Administration Building with a cost not to exceed \$18,000.

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mr. Altmiller	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Motion carried unanimously

Replacement of the Air Conditioning System of the Existing Administration Building

Dr. Rajput reported that the Air Conditioning System in the Existing Administration Building is old and needs to be replaced. The cost should not exceed \$15,000. Dr. Rajput will obtain three (3) quotes.

Motion

Mrs. Murphy made a motion, seconded by Ms. Della-Croce, giving permission to Dr. Rajput to proceed with obtaining three (3) quotes for the replacement of the existing Air Conditioning System in the existing Administration Building.

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mr. Altmiller	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye

Motion carried unanimously

Additional Information

Replacement of Valves and Piping at the Water Treatment Plant

We have started planning and evaluating a number of options for the replacement of various existing 12 inch gate valves on the existing 20 inch water mains at the Water Treatment Plant. This is a complex project as shut down to the plant is very limited. The existing gate valves located on the discharge side of the high service pump(s) will also be addressed. Again our thanks to Jim Chase for his continued guidance on this as well as many other projects at the Water Treatment Plant.

Contract WWTP-372: Furnish and Deliver Rock Salt (Sodium Chloride) for the 2016-2017 Season through Bucks County Consortium Salt Bid

A Notice of Intent to Award has been issued to Morton Salt, Inc. We are waiting for contract forms, documents, Bond and Insurance paperwork from one (1) Contractor. This Contract will run thru September 30, 2017.

Contract WWTP-359: Furnish and Install One (1) Sludge Dewatering Centrifuge at the Wastewater Treatment Plant

Demolition of the existing belt press will begin once the monorail and hoist are delivered and installed. The Contractor will demolish and remove this at no cost to the Authority.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Potential Replacement of the Existing Two (2) Stage Scrubber with a Photoionization System for Odor Control at the Kenwood Wastewater Pump Station

We are currently working with Ambio Biofiltration Ltd., involving sizing and design of the Neutralox Photoionization System for the replacement of the existing two (2) stage chemical scrubber system at the Kenwood Pump Station. The supplier has submitted a few design options in terms of air flow capacity which will be reviewed. We have received positive feedback on the technology based on their pilot demonstration field trip. We have also received information regarding the required plan approval application from PADEP. Work will begin once the design options have been finalized. The cost of this new system could range from \$200,000 to \$300,000 depending on the required design capacity.

Ferric Chloride Remedial Action Completion Report Approval

The Remedial Action Completion Report was submitted October 26, 2016. In a letter dated November 28, 2016 The PADEP has approved and the statewide health standard for soil has been attained.

Contract WWTP-366: Furnish and Deliver Three (3) Grinders for the Wastewater pump Stations

The three (3) grinders have been received and are in the process of installation. Most of this work will be done in-house.

NPDES Permit Renewal for the Water Treatment Plant

The required NPDES permit renewal application for the Water Treatment Plant was submitted to the PADEP on November 30, 2016.

NPDES Permit Renewal for the Wastewater Treatment Plant

Work has started on the required NPDES permit renewal application for the Wastewater Treatment Plant. The permit application should be completed by March 2017.

Water and Wastewater Systems

The average drinking water supplied for October 2016 was approximately 9.44 MGD. The monthly average effluent flow from the Wastewater Treatment Plant for the month of October 2016 was approximately 5.02 MGD.

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

Mr. Downey reported that an executive session was held from 6:30 P.M. to approximately 7:05 P.M. Discussed in the Executive Session was the negotiations for the Collective Bargaining Agreement. In this respect, several motions are needed.

Motion

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Mr. Monahan made a motion, seconded by Mr. Glasson, approving the ratification of the Collective Bargaining Agreement - Water and Sewer Plants with agreed upon changes. This is a five (5) year contract.

Roll Call on the Motion

Mr. Chase	Abstain
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mr. Altmiller	Abstain
Mrs. Murphy	Aye
Mr. Monahan	Aye

Motion carried 4 Aye votes – 2 Abstentions

*At the advice of counsel, it is suggested that both Board Directors abstain from voting as they have immediate family members who would be covered by the Agreements in general.

Motion

Mr. Glasson made a motion, seconded by Mr. Monahan, approving the ratification of the Collective Bargaining Agreement with the Clerical/Meter Reading Personnel with the agreed upon changes. This is a five (5) year contract.

Roll Call on the Motion

Mr. Chase	Abstain
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mr. Altmiller	Abstain
Mrs. Murphy	Aye
Mr. Monahan	Aye

Motion carried 4 Aye votes – 2 Abstentions

*At the advice of counsel, it is suggested that both Board Directors abstain from voting as they have immediate family members who would be covered by the Agreements in general.

Motion

Mr. Glasson made a motion, seconded by Mr. Monahan, approving the ratification of the Collective Bargaining Agreement with the Supervisory/Technical Unit Employees with the agreed upon changes. This is a five (5) year contract.

Roll Call on the Motion

Mr. Chase	Abstain
-----------	---------

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Mr. Glasson Aye
Ms. Della-Croce Aye
Mr. Altmiller Abstain
Mrs. Murphy Aye
Mr. Monahan Aye

Motion carried 4 Aye votes – 2 Abstentions

*At the advice of counsel, it is suggested that both Board Directors abstain from voting as they have immediate family members who would be covered by the Agreements in general.

Easement Violations

Mr. Downey reported that the staff has been aggressively pursuing easement violations. As a result of this, seven (7) lawsuits are underway. Pursuant to the Sunshine law, the cases, term and numbers need to be listed. They are: 7305,7304,7668,7667,7670,7303,7302, and are all for the 2016 year.

Tree Loan

Mr. Downey reported two (2) lawsuits have been filed with regard to unpaid tree loans. One person has already paid in full.

Bid Amounts

Mr. Downey reported that as of January 21, 2017 the adjustment of the base amounts of bids effective for the Authorities in the Commonwealth of Pennsylvania are as follows: You must receive Telephonic or written bids for any contracts \$10,700 but less than \$19,700. Anything over \$19,700 must be put out for public bid,

Finance Manager's Report

Mrs. Dunn, Finance Manager, reported that there is one person out on disability and is expected to return in January, 2017.

Old Business

As we have almost concluded Union Negotiations, Mr. Chase would personally like to thank on behalf of the Board and the Negotiations Committee for the Board, the Union Representatives from the plants, office and Supervision.

Mr. Altmiller suggested to hold off on the Non Collective Bargaining Unit until the January Board Meeting.

New Business

There was no Old Business presented to the Board.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 22 2016

Public Participation

There was no Public Participation.

Adjournment

Mr. Altmiller made a motion, seconded by Mr. Glasson, to adjourn the Board meeting at 7:57 P.M.
Motion carried unanimously.

The Board wished everyone a Merry Christmas.

Respectfully submitted by:


Sandra Della-Croce
Secretary

DM/
DPM0004