

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ March 24, 2016

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, March 24, 2016 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

Executive Session

An Executive Session was held from 6:40 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 7:10 P.M., which was followed by the Pledge of Allegiance and a moment of silence.

Roll Call

Mrs. Magro, Assistant Secretary took roll call as follows:

Board Members Present: James Chase
Rich Altmiller
Cindy Murphy
John Monahan
Sandra Della-Croce
Joseph Glasson

Also Present: Vijay Rajput, Ph.D., P.E., Managing Director
Colleen Dunn, Finance Manager
Nancy Burnell, Supervisor, Meter Dept.
Debbie Magro, Administrative Secretary
James A. Downey, III, Solicitor
Fred Walcott, Superintendent – Water Filtration Plant
Phil Smythe, Field Technician
Mike Andrews, Engineering Assistant
Bob Serpente, Consulting Engineer

Public Participation

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

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Accounts Payable

Approval of the March 2016 Accounts Payable as Presented to the Board

Motion

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

Questions/Comments

Mr. Altmiller questioned the following invoice(s)

D&B Guarino Engineers, LLC
Invoice # 4088-3540
Amount: \$7,719.44
Contract A-312: Administration Bldg. Extension

Mr. Altmiller asked if this was the final bill for engineering fees regarding Contract A-312. Dr. Rajput replied this bill should be the last for the design phase. There will be invoices for their services when we use them during the construction phase mainly involving the review of shop drawings and correspondence on an as needed basis. This bill also includes services they provided for the sewer lining project, however the bulk of it is for the Administration Building Expansion.

Thornridge Hardware Supply
Invoice # 405240503 & 2/28/2016
Amount: \$345.82
WTP Tools; pliers, sockets, punch & pick sets – 2/16 WWTP, Field & Lift Statin Misc. Hardware

Mr. Altmiller questioned why we were making these types of purchases here. Mr. Glasson responded that it is most likely convenience, the hourly wage that we pay our employees to run to Home Depot when they are sitting in the Thornridge Hardware parking lot and we pay a few dollars more there may be a balance there. Fred Walcott, Superintendent at the WTP replied that on occasion when we are there taking a water sample they will pick up a few things. Mr. Altmiller feels these types of items should be purchased at Home Depot.

Ms. Della-Croce questioned the following invoice(s)

HMS
Invoice # 2300
Amount: \$5,614.84
Press Bldg. – Repair #1 & #2 Press & spare

Dr. Rajput replied that this is for repairs to the Press Building equipment at the Water Treatment Plant.

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Lopez, Teodosio & Larkin
Invoice # 2015 #4
Amount: \$2,500.00
2015 Progress Billing #4

Dr. Rajput explained that they are the Authority's Auditors and that this is payment #4 for the Audit.

Snap-On Industrial
Invoice #ARV/28057350
Amount: \$17,244.95
613 pc. Mechanic tool set for Field use.

Dr. Rajput replied that one (1) of the new employees the Authority recently hired is very good at repairing a number of items. He used to bring his own tools for the repairs. We thought it would be beneficial to purchase a set for the Authority. Mr. Chase added that this should cut down on some of our other bills.

PECO Energy
Invoice #2/2016
Amount: \$19,257.03
3/2016 Water, WWTP, Lift Station FI Mtr, Admin

Dr. Rajput explained that this is the March Electric billing.

Roll Call on the Motion

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye
Mr. Glasson	Abstain – Mr. Glasson was not present at the February Board Meeting

Motion carried 5 Aye votes – 1 Abstention

Approval of the Board Meeting Minutes of February 25, 2015

Questions/Comments

Mr. Altmiller stated that the Board has talked about this numerous times about getting the minutes out to the Board in a more timely fashion so we have time to review them. Mrs. Magro replied that for a while, we were under staffed and everyone was helping, we have also been having some problems with our computer system, which Nancy Burnell is taking care of, but it has taken awhile to correct. Mrs. Magro added that she would try to make sure that the Board receives them sooner.

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Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to approve the Board Meeting Minutes of February 25, 2016 with the correction.

- Mr. Downey informed the Board that the Authority received a Right-To-Know Request from Council for the Levittown Carwash that was at last month's meeting. Mr. Downey wanted to commend Mrs. Magro for taking a lot of time to create the CD of the minutes of February 25, 2016, which have been forwarded to council. Mr. Altmiller asked what they were planning on doing, Mr. Downey answered that he suspects that they would appeal the Authority's decision. Mr. Downey added that he also received a call from a local lawyer that is also interested in this. One disk has been sent to Council and two are in reserve.

Roll Call on the Motion

Mr. Altmiller	Aye
Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. Murphy	Aye
Mr. Monahan	Aye
Mr. Glasson	Abstain - Mr. Glasson was not present at the February Board Meeting

Motion carried 5 Aye Votes – 1 Abstention

Pretreatment Variances

Keystone Bagels – 8010 Mill Creek Road, Levittown. Temporary Permit F-193-2016 (03/11/2016 – 08/26/2016). New Owner Laura Drury, present

The new owner is requesting a variance from the installation of a 1,000 gallon exterior grease trap and be permitted to use the existing 25 gallon internal grease trap.

Mr. Glasson stated that the back of that lot is extremely tight. Billy's Beagles, the former owners were the ones that cooperated with us during the relining project. After further discussion, the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to approve a temporary variance for six (6) months and if Keystone Bagels does not fail any of the quarterly testing, they can continue using the 25-gallon internal grease trap.

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Roll Call on the Motion

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

Park Plaza Shopping Center – David Fiori Owner Crespo's Fratelli – 1253 Woodbourne Road, Levittown, Pa. Permit No. F118-2015 (09/21/2015 – 03/07/2016) - New owner Diego Crespo

Mr. Victor Fiori is here tonight representing his father David Fiori who owns the Park Plaza Shopping Center. He is trying to help the new owner of Crespo's Fratelli regarding the installation of an exterior 1,000-gallon two (2) compartment baffled grease trap. Mr. Fiori stated that following a decision at the Authority Meeting on November 17, 2015, they received proposals from Franc Environmental and Benjamin Franklin Plumbing in the sums of \$18,895 and \$28,000, respectively. Mike Becht, Benjamin Franklin Plumbing to discuss the site and the possibility of any alternatives due to the burdensome costs. It was suggested that David Fiori, Inc., as agent for the owner of Park Plaza, would tie-in Crespo Fratelli to the existing grease pit at Jade Asian Restaurant located at 1251 Woodbourne Road and thereafter take full responsibility for the existing grease pit, thus eliminating the need for the installation of a grease trap for Crespo Fratelli.

Mr. Altmiller asked if Mrs. Wallover had any comments regarding this. Mrs. Wallover replied that this exact same situation happened in this shopping center approximately 1995-1996, the same two (2) shops (different tenants) connected together, and it was a mess, chronic failures, etc. Mr. Glasson and Mrs. Murphy asked how they were disconnected. Mrs. Wallover replied the Authority made them disconnect due to all the problems that were being caused. The pizza shop had a 100-gallon internal grease trap. Mrs. Wallover added that she had asked Mr. Fiori for revised drawings, which Mr. Fiori did not have a copy of.

Mr. Chase added that there would need to be a binding agreement between the property owner and the tenants. It would state that the property owner would assume all responsibility for the cleaning, monitoring, maintenance and any consequences for failure and to adhere to this as well as having both tenants agreeing to and signing the agreement, with quarterly testing on all parameters for both facilities.

After further conversation, the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson granting permission to the pizza shop to tie into the Chinese restaurant, which is already connected and has a permit. The permit will be given to the pizza shop. An agreement from the property owner stating that the property owner will maintain the trap, perform all of the testing (quarterly for all parameters) for both facilities and absorb any consequences for any failures. This will be reassessed in two (2) years.

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Roll Call on the Motion

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

Managing Director's Report

Pretreatment Program Resolution

Dr. Rajput informed the Board that the Pretreatment Program Resolution was adopted October 23, 2014, and needs to be signed.

Contract No. C-367 Furnish and Supply Chemicals for Lower Bucks County Joint Municipal Authority's Water and Wastewater Treatment Plants

The Authority received bids on March 17, 2016 for the above contract. This contract is for the supply of eight (8) chemicals that are utilized at both the Water and Wastewater Plants. Based on review of the bid proposals received, the following recommendations are being made:

ITEM NO. 1 - CHLORINE

Based on the bid proposals received, it is recommended awarding Item No.1 to JCI Chemical located at 103 River Street, Warwick, NY 10990 with their unit bid price of \$20.00/CWT or \$0.20/lb. delivered.

ITEM NO 2 – SODIUM POTASSIUM ZINC POLYPHOSPHATE/ZINC POLYPHOSPHATE

Based on the bid proposals received, it is recommended awarding Item No.2 to George S. Coyne Chemical Co., located at 3015 State Road, Croydon, Pa. 19021 with their unit bid amount of \$129.84/CWT or \$1, 2984/lb.

ITEM NO 3 – FLUOROSILICIC ACID

Based on bid proposals received, it is recommended awarding Item No. 3 to Shannon Chemical Corporation located at 311 Commerce Drive, Exton, PA 19341 with their unit bid amount of \$34.34/CWT or \$0.3434/lb.

ITEM NO. 4 – POTASSIUM PERMANGANATE

Based on the bid proposals received, it is recommended awarding Item No. 4 to Univar USA, Inc. located at 532 E. Emaus Street, Middletown, PA 17057 with their unit bid amount of \$320.50/CWT or \$3.205/lb.

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ITEM NO. 5 – LIME SLURRY TREATMENT CHEMICAL – CALGON BLR-3715

Based on the proposals received, it is recommended awarding Item No. 5 to George S. Coyne Chemical Co., located at 3015 State Road, Croydon, Pa. 19021 with their unit bid amount of \$212.96/CWT or \$2.1296/lb.

ITEM NO. 6 – POWDERED ACTIVATED CARBON

Based on the proposals received, it is recommended awarding Item No. 6 to Univar USA, Inc. located at 532 E. Emaus Street, Middletown, PA 17057 with their unit bid amount of \$60.0/CWT or \$0.60 per pound delivered.

ITEM NO. 7 – HYDRATED LIME

Based on the proposals received, it is recommended awarding Item No. 7 to Greer Lime Company, located at 598 Canyon Road, Morgantown, VA 26508 with their unit bid amount of \$9.90/CWT or \$0.099/lb.

ITEM NO. 8 – HYDRATED LIME BAGS (50 LB. BAGS)

Based on the proposals received, it is recommended awarding Item No. 8 to Greer Lime Company, located at 598 Canyon Road, Morgantown, VA 26508 with their unit bid amount of \$14.40/CWT or \$0.1440/lb.

Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to award items 1 through 8 in Contract C-367 to the designated companies as provided by Dr. Rajput.

Roll Call on the Motion

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

Motion carried unanimously

Contract A-312 – Administration Building Extension

Bids were opened on March 15, 2016 for the above contract. In review of the bid proposals, Eagle Construction of 1624 Jacksonville Road, Burlington, NJ 08016 submitted a proposal with the lowest total base bid of \$1,588,514.00.

After some discussion, the following motion was made:

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Motion

Mr. Altmiller made a motion, seconded by Ms. Della-Croce, to award Contract A-312 – Administration Building Extension to Eagle Construction of 1624 Jacksonville Road, Burlington, NJ 08016 for \$1,588,514.00.

Roll Call on the Motion

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

Contract WWTP-368: Furnish and Supply Crushed Stone Aggregate to Lower Bucks County Joint Municipal Authority through the Bucks County Consortium of Municipalities

The Bucks County Consortium, opened bids on February 26, 2016 for the purchase of Crushed Stone Aggregate. The Authority uses mainly 2B-3/4 stone, 2A stone mix and Screened top soil. Per the bid tabulation, Eureka Stone Quarry located at 800 Lower State Road, Chalfont, PA 18914 was the lowest bidder for both No. 2A Stone Mix bid price \$13.50/ton delivered, and No. 2B ¾ Stone bid of \$16.00/ton delivered. There were no bids for the screened top soil or fill dirt material.

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to award Contract WWTP-368: Furnish and Supply Crushed Stone Aggregate to Lower Bucks County Joint Municipal Authority through the Bucks County Consortium to Eureka Stone Quarry, located at 800 Lower State Road, Chalfont, PA 18914. for both No. 2A Stone Mix with a bid price of \$13.50/ton delivered, and No. 2B ¾ Stone with a bid price of \$16.00/ton delivered.

Roll Call on the Motion

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

Agreement with PECO for Natural Gas Supply to the Administration Building

The existing HVAC system at the Administration Building is currently supplied by electric. It would be more cost effective to switch to gas for the existing and new building addition.

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The Authority has submitted an application to PECO to provide gas service. The application has been approved and PECO has sent an Agreement for General Gas Service for finalizing.

Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy, authorizing Dr. Rajput, Managing Director to execute the agreement for the provision of gas service by PECO to the Lower Bucks County Joint Municipal Authority for the existing and new building addition.

Roll Call on the Motion

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

Motion carried unanimously

Replacement of S-19 Field Pick Up Truck

As part of the Authority's ongoing fleet replacement program, S-19 which, is a 2002 Ford F-150 truck currently has in excess of 150,000 miles. A quotation was received from Scot Reppert, Fleet Sales Manager, of Hondru Ford in Manheim PA (PA CoStar Contract No. 25-006) for a 2016 Ford F-250 in an amount not to exceed \$29,672. This is part of the 2016 Capital Improvement Budget. In addition to this, Steve Schott of U.S. Municipal (PA CoStar Contract No. 025-019) prepared a quotation to furnish and install an 8-inch Western Snowplow on the new truck in an amount not to exceed \$5,885. The total cost of a new F-250 with Snowplow will be \$35,557.

Motion

Mr. Altmiller made a motion, seconded by Mr. Monahan, to approve the purchase of a new 2016 Ford F-250 through PA CoStar Contract No. 25-006 with an added attached Snowplow also through PA CoStar Contract No. 25-019 not to exceed 35,557.

Questions/Comments

Mr. Glasson stated that sometime last year the Board was discussing preparing a schedule of all the trucks and the condition they are in so that the Board will have a better idea of which trucks need to be replaced. Mr. Altmiller also requested that the schedule include the mileage. Dr. Rajput explained that each year he lists any vehicle(s) in need of replacement in the Capital Improvement Budget. Dr. Rajput further informed the Board that we already have a vehicle list in place; we only have to add the mileage and condition of each vehicle.

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Roll Call on the Motion

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

Replacement of a Small Forklift at the Wastewater Treatment Plant

It has been determined that the Authority's Hyster 30XM, small forklift located at the Wastewater Treatment Plant needs to be replaced. From 2012 through 2015, the Authority has spent in excess of \$7,400 in repairs and maintenance. A quotation was received from Mark Bennet, Account Manager of Equipment Depot in Allentown, PA (PA CoStar Contract #4400013082) for a new 3000lb. CAT Forklift with all required accessories for a price not to exceed \$22,418.00. Equipment Depot is willing to accept a trade in value of \$750.00 for our current Hyster.

Motion

Mr. Altmiller made a motion, seconded by Mr. Glasson, to approve the purchase of a new 3000 CAT Forklift through PA CoStar Contract #4400013082 with all required accessories for a price not to exceed \$22,418.00 per a quote presented by Mark Bennet, Account Manager of Equipment Depot in Allentown, PA.

Roll Call on the Motion

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

The remaining items in Dr. Rajput's report are for the Board's information

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

Mr. Downey reported that an executive session was held from approximately 6:40 P.M to 7:05 P.M. at which time personnel matters, ongoing litigation regarding tree loans and potential litigation for which Mr. Downey is requesting a motion to commence suite (asap) on a former employee for overpayment and re-payment to the Authority for wages, benefits, etc.

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Motion

Mr. Altmiller made a motion, seconded by Mrs. Murphy, granting permission to Mr. Downey to commence suite (asap) on a former employee for overpayment and re-payment to the Authority for wages, benefits, etc.

Roll Call on the Motion

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

Motion carried unanimously

*Mr. Downey noted that there is a hearing in Harrisburg on April 15, 2016 before the Pennsylvania Labor Relations Board Hearing Officer concerning an Unfair Labor Practice Claim made by an employee.

Finance Manager's Report

Mrs. Dunn, Finance Manager, reported that the Authority's bank balance as of March 24, 2016 is \$11,608,492.47 minus the committed project funds of \$2,634,809.93, bringing the balance to \$8,973,682.54.

Old Business

There was no Old Business presented to the Board.

New Business

There was no New Business presented to the Board.

Public Participation

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

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Adjournment

Mr. Glasson made a motion, seconded by Mrs. Murphy, to adjourn the Board meeting at 8:00 P.M.
Motion carried unanimously.

Respectfully submitted by:

Sandra Della-Croce
Secretary

SD/dm
DPM0098