

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 27, 2017

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday April 27, 2017 at the Authority's Administration Building 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. Glasson, Chairman, called the meeting to order at 7:17 P.M., which was followed by the Pledge of Allegiance and a moment of silence for all the men and women that are put in harm's way every day to protect our great country.

Roll Call

Mrs. Magro took roll call as follows:

Board Members Present:

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

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 Treatment Plant
Mike Hoelzle, Assistant Superintendent, Water Treatment Plant
Phil Smythe, Field Technician/Lift Station Supervisor
Mike Andrews, Engineering Assistant

Public Participation

There was no Public Participation.

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Approval of the April 2017 Accounts Payable as Presented to the Board Directors.

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, approving the April 2017 Accounts Payable as presented.

Questions/Comments

Mr. Altmiller questioned the following invoice(s)

Hondru Ford
Invoice # 95254 179366
Amount: \$54,744.25
New 2017 Ford Super Duty F450 Truck to replace S-8

Mr. Altmiller asked what amount was approved. Mike Andrews replied the amount that is showing is the amount that was approved.

Eagle Power & Equipment
Invoice # U20566
Amount: \$ 108,444.80
New Case 2017 590SN 4 wheel backhoe for Field use.

Mr. Altmiller asked what was approved. Mike Andrews replied the amount that is showing is the amount that was approved.

Superior Heating
Invoice # 4-8-17
Amount: \$18,000.00
Emergency replacement Low Duty Air Conditioner

Dr. Rajput explained that this was an emergency replacement for Low Duty. Mr. Chase added that it is used to keep the VFD's (Variable Frequency Drive) cool.

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

Commonwealth of PA Clean Air Fund
Invoice # 2017 #09-00141
Amount: \$375.00
Annual Operating Permit Fee for 2017

Dr. Rajput replied that this is a yearly fee for the scrubber at the Kenwood Pump Station.

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Steve's Locksmith Service
Invoice # 17-27
Amount: \$277.00
Replace lock cores at Art Carney Pump Station

Mrs. Murphy explained that it is the name of one of the Pumping Stations.

Rumsey
Various invoices
Amount: \$84,165.28

Dr. Rajput explained that this is materials for #4 High Service VFD (Variable Frequency Drive) Pump at the Water Treatment Plant.

Roll Call on the Motion

Mr. Glasson	Aye
Mr. Chase	Aye
Mr. Altmiller	Aye
Mr. Monahan	Aye
Mrs. Murphy	Aye

Motion carried unanimously

Approval of the Board Meeting Minutes of March 23, 2017

Motion

Mrs. Murphy made a motion, seconded by Mr. Monahan, approving the Board Meeting Minutes of March 23, 2017 as presented.

Roll Call on the Motion

Mr. Glasson	Aye
Mr. Chase	Aye
Mr. Altmiller	Aye
Mr. Monahan	Aye
Mrs. Murphy	Aye

Motion carried unanimously

Pretreatment Variances

There were no Pretreatment Variances to present to the Board

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Managing Directors Report

Contract WWTP-374: Furnish and Provide Services for Replacement of the Existing Water Mains for Lower Bucks County Joint Municipal Authority.

Bids were opened on April 18, 2017 for the above contract. There was only one bidder K.E. Seifert, Inc. and are the Authority's current Contractor. Based on review of the bid proposals, qualifications and technical specifications, it is recommended awarding the above contract to K.E. Seifert, Inc., located at 155 N. Green Street, Langhorne, Pennsylvania for the unit base bid prices presented in the bid tabulation. The duration of this contract is one (1) year.

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, to award Contract WWTP-374: Furnish and Provide Services for Replacement of the Existing Water Mains for Lower Bucks County Joint Municipal Authority to K.E. Seifert, Inc. per the unit base bid prices presented in the bid tabulation.

Roll Call on the Motion

Mr. Glasson	Aye
Mr. Chase	Aye
Mr. Altmiller	Aye
Mr. Monahan	Aye
Mrs. Murphy	Aye

Motion carried unanimously

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

A progress meeting was held on March 30, 2017. Due to increased lead time of the Alfa Laval Centrifuge Control Panel and related equipment, the Contractor is unable to meet the current completion date of April 30, 2017 and is requesting a sixty (60) day extension, to June 30, 2017 at no additional cost or liability to the Authority.

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, approving the sixty (60) day extension for Contract WWTP-359: Furnish and Install One (1) Sludge Dewatering Centrifuge at the Wastewater Treatment Plant to June 30, 2017 at no additional cost or liability to the Authority.

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Roll Call on the Motion

Mr. Glasson Aye
Mr. Chase Aye
Mr. Altmiller Aye
Mr. Monahan Aye
Mrs. Murphy Aye
Motion carried unanimously

Project No. WTP-143: Water Main Replacement at Forsythia Crossing, Levittown, Middletown Township

The Authority has discovered that there are approximately 300 lineal feet of an 8 inch water main that crosses Mill Creek at Forsythia Crossing in Middletown Township that is now exposed on the surface of the creek bed. These lines that need to be replaced are located below the surface of the creek bed. After much consideration it has been decided that the Horizontal Directional Drilling technique is the most feasible alternative. The Authority has received a proposal from AmeriDrill, Inc. for this project. The total quoted estimated cost for this is \$28,900.00. Considering this is an emergency situation and the work involved is highly specialized, it is recommended retaining AmeriDrill, Inc. to handle this project. The Authority would like to complete this work as soon as possible, weather permitting.

Motion

Mr. Altmiller made a motion, seconded by Cindy Murphy, approving the proposal submitted by AmeriDrill, Inc., for Project No. WTP-143: Water Main Replacement at Forsythia Crossing, Levittown, Middletown Township not to exceed \$28,900.00

Roll Call on the Motion

Mr. Glasson Aye
Mr. Chase Aye
Mr. Altmiller Aye
Mr. Monahan Aye
Mrs. Murphy Aye
Motion carried unanimously

Summer Hours

Dr. Rajput stated that every year summer hours are offered to the clerical and meter reading department employees. Dr. Rajput is asking for Board approval to once again extend this to the employees that it applies to.

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Motion

Mr. Altmiller made a motion, seconded by Mr. Monahan, to allow clerical and meter reading department employees to work summer hours. Summer hours are Monday through Thursday whereby personnel work nine (9) hour days and on Fridays they work a four (4) hour day. The Administration office will close at 12:00 P.M. on Fridays. Summer hours will begin Monday June 1st. through Friday September 1st.

Roll Call on the Motion

Mr. Glasson	Aye
Mr. Chase	Aye
Mr. Altmiller	Aye
Mr. Monahan	Aye
Mrs. Murphy	Aye

Motion carried unanimously

Sale of a 2009 Ford Truck and 2002 Ford Windstar

Bids were opened on April 3, 2017 for the above two (2) vehicles. As there was only one (1) bidder for both vehicles they were both awarded to Mark's Motors, 3115 Rt. 73, Mapleshade, NJ.

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

Notice of Intent to Award has been sent to AM-Liner East, Inc. along with all contract documents that need to be signed. Once the documents are received, they will be forwarded to Mr. Downey for review.

Contract WWTP-373: Furnish and Supply Crushed Stone Aggregate to Lower Bucks County Joint Municipal Authority through Bucks County Consortium of Municipalities

Notice of Intent to Award has been sent to Eureka Stone Quarry along with all contract documents that need to be signed. Once the documents are received, they will be forwarded to Mr. Downey for review.

Annual Wasteload Management Report – Chapter 94 Report

The Annual Waste Load Management Report – PADEP Chapter 94 Report has been submitted for the reporting year of 2016.

The report presents Hydraulic and Organic loading calculations and projections for the next five years performance of the plant, connections to the Authority's system, plant maintenance, Wastewater Collection System Maintenance Program, Pumping Station conditions and maintenance, sludge disposal etc. The annual daily average wastewater flow to the Plant was 6.07 MGD for the reporting year of 2016 (it was 6.7 MGD for 2015 and 7.5 MGD for the year of 2014). This flow reduction is attributed to the Authority's Infiltration/Inflow control, certification and easement maintenance program.

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There were no sewer service connections made to the Authority's wastewater system during the reporting year of 2016.

The plant performance in terms of CBOD5 and Total Suspended Solid reduction efficiencies were calculated to be approximately 97% and 96%, respectively. The annual average CBOD5 and Total Suspended Solid concentrations in the Plant effluent were 5.39 mg/L (permit limit -20 mg/L) and 8.09 mg/L (permit limit – 30 mg/L), respectively. The Plant performance was consistently excellent.

The maintenance work completed for the Collection System during 2016 involved CCTV inspection of approximately 69,384 lineal feet of sewer pipe, jetting/cleaning of approximately 16,536 lineal feet of sewer pipe and root removal/cutting of approximately 12,831 lineal feet of sewer pipe. During the reporting year, there were 341 homes that removed trees from the Authority's sanitary sewer easement areas. There were 213 homes which were found to have broken sewer vents/cleanouts that have been repaired. During the reporting year 62 sanitary sewer laterals were replaced.

Under the ongoing, I & I control program in the Wastewater Collection System Rehabilitation Program, approximately 5,526 lineal feet of sewer mains ranging in size from 8 inch to 15 inch were cleaned, inspected and lined during the reporting year of 2016 (approximately 25,881 lineal feet of sanitary sewer mains were lined during the year of 2015). We would like to thank Jennifer Smythe for her excellent assistance in compiling and tabulating the voluminous monitoring data and preparing this report.

2016 Annual Water Quality Data

In compliance with the Safe Drinking Water Act 1996 Amendments relating to the Consumer Confidence Reports, the Authority has sent the completed Water Quality Data to its whole sale customers, Bucks County Water and Sewer Authority and the Township of Falls Authority for preparation of their annual Water Quality Reports. The Authority has also started preparing their annual Water Quality Report which will be posted on the Authority's website. The drinking water that the Authority produces is one of the best, which consistently meets or exceeds all water quality standards.

Interconnection with the Township of Falls Authority at Trenton Road

The interconnection has been completed and is operational. Dr. Rajput added that it was an excellent inter-Authority project and will benefit both Authorities. LBCJMA will work with TOFA and their engineer to obtain the required PADEP water interconnection permit.

Administration Building Extension

The Contractor has completed all the interior work including outside painting. Options for the reconstruction/restoration of the existing rear parking lot are now being considered.

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

Preparation is underway for the required plan authorization application for PADEP approval of the new Odor Control System. Once this information is received, Dr. Rajput will present it to the Board.

Contract WWTP-366: Furnish and Deliver Three 93) Grinders for the Wastewater Pump Stations

The grinders are being installed at Birch Valley and Art Carney Pump Stations. The required installation of the roof access hatch has been installed for the grinder installation work.

Replacement of Variable Frequency Drive (VFD) of High Service Pump # 4 at the Water Treatment Plant

This project involves replacement of the existing outdated VFD High Service Pump #4. A new VFD has been purchased and is currently being installed.

WTP PADEP Chapter 110 Water Allocation Water Management Plan Water Withdrawal and Use Reporting

Under PADEP Chapter 110, Water Allocation, the Water Management Plan Water Withdrawal and Use Report was submitted to PADEP. The total potable water supplied from the Water Treatment Plant during the reporting year of 2016 was approximately 3162.194 million gallons, of this approximately 50% was calculated to be bulk water supplied (an increase of approximately 8% when compared with that of 2015). The annual daily average water was calculated to be approximately 8.65 MGD, in 2015 it was 8.4 MGD. Peak water demand was recorded to be 11.23 MGD, which occurred on May 29, 2016 whereas the minimum water use of 5.90 MGD was recorded March 29, 2016.

NPDES Permit Renewal for the Wastewater Treatment Plant

Preparation of the required NPDES permit renewal application for the Wastewater Treatment Plant has been completed and submitted to PADEP and Delaware River Basin Commission.

Water and Wastewater Systems

The average drinking water supplied for the month of March 2017 was approximately 8.93 MGD. The monthly average effluent flow from the Wastewater Treatment Plant was approximately 5.90 MGD for the month of February 2017.

Re-Schedule May and June Board Meetings

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, to advertise the change of the May Board Meeting from Thursday May 25, 2017 to Wednesday May 17, 2017.

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Roll Call on the Motion

Mr. Glasson Aye
Mr. Chase Aye
Mr. Altmiller Aye
Mr. Monahan Aye
Mrs. Murphy Aye
Motion carried unanimously

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, to advertise the change of the June Board Meeting from Thursday June 22, 2017 to Wednesday June 28, 2017.

Roll Call on the Motion

Mr. Glasson Aye
Mr. Chase Aye
Mr. Altmiller Aye
Mr. Monahan Aye
Mrs. Murphy Aye
Motion carried unanimously

Resolution – Smoke Free Workplace

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to adopt Resolution No. 2017-1 Resolution of the Lower Bucks County Joint Municipal Authority to create a Smoke-Free Workplace Area in Compliance with the Clean Indoor Air Act.

Questions/Comments

Mrs. Burnell stated that she thought the Authority already had something in place regarding a Smoke-Free Workplace. Mr. Downey replied that it was by memo but not by Resolution.

Roll Call on the Motion

Mr. Glasson Aye
Mr. Chase Aye
Mr. Altmiller Aye
Mr. Monahan Aye
Mrs. Murphy Aye
Motion carried unanimously

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. Matters discussed were: Ongoing litigation indexed in the Court of Common Pleas of Bucks County at #20162056 and a potential settlement with a Municipal entity which is still under discussion.

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Finance Manager's Report

Mrs. Dunn, Finance Manager, reported that the CD has been opened per the request by Dr. Rajput at last month's meeting. There is one person out on Workers' Compensation and one on short term Disability, and one employee is retiring at the end of May 2017.

Old Business

There was no old business presented to the Board.

New Business

There was no new business presented to the Board.

Public Participation

There was no Public Participation.

Adjournment

Mr. Chase made a motion, seconded by Mr. Altmiller, to adjourn the Board meeting at 7:34 P.M. Motion carried unanimously.

Respectfully submitted by:


Sandra Della-Croce
Secretary

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DPM0011