

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ December 28 2017

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday December 28, 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 approximately 7:00 P.M. Mr. Downey will advise during his report.

CALL TO ORDER

Mr. Chase, Vice Chairman, called the meeting to order at 7:05 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 this great country.

ROLL CALL

Mrs. Magro took roll call as follows:

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Joseph Glasson

ALSO PRESENT:

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

PUBLIC PARTICIPATION

There was no Public Participation.

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APPROVAL OF THE DECEMBER 2017 ACCOUNTS PAYABLE AS PRESENTED TO THE BOARD DIRECTORS.

MOTION

Mrs. Murphy made a motion, seconded by Mr. Monahan, approving the December 2017 Accounts Payable as presented.

ROLL CALL ON THE MOTION

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

APPROVAL OF THE BOARD MEETING MINUTES OF NOVEMBER 30, 2017

MOTION

Mr. Altmiller made a motion, seconded by Mr. Monahan, approving the Board Meeting Minutes of November 30, 2017 as presented.

ROLL CALL ON THE MOTION

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

PRETREATMENT VARIANCES

RICHMAN'S ICE CREAM CO. – 6935 EMILIE ROAD, LEVITTOWN. – TEMPORARY PERMIT F203-2017 (03/20/2017 – 09/04/2017) - STEVE MATTHEWS, CO-OWNER/ BUSINESS PARTNER AND SAMANTHA KALECK, MANAGER WERE PRESENT.

At the May 2017 Board Meeting, the facility was required to perform four (4) monthly analysis for TSS and O*G through September 2017. The samples were performed on 07/26/2017; 08/30/3017; 09/13/2017 and 11/08/2017. The facility passed all four (4) sample analysis.

There was considerable discussion with Mr. Altmiller making the following motion:

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MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to extend Richman's Ice Cream one more month and to come back in January and inform the Board of the exact date when the 1,000 gallon exterior grease trap system is being installed.

ROLL CALL ON THE MOTION

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

TONY'S KING OF PIZZA – 149 S. WOODBOURNE ROAD, LANGHORNE – PERMIT F006-2016 (09/13/2016 – 12/20/2017) – OWNER, TONY BONO PRESENT

This facility has a 40 gallon internal grease trap with quarterly sampling for TSS and O&G. An NOV was issued 08/08/2017, 10/13/2017 and 10/31/2017 for exceeding O&G. A Compliance Order requiring the installation of an exterior 1,000 gallon tow (2) compartment baffled grease trap was issued on 10/31/2017 and to date, nothing has been received from the facility. A Show Cause Order was issued on 12/40/2017 for the facility to attend the December 28, 2017 meeting. Board direction is required.

Mr. Bono stated he has had a couple of bad tests, and after talking to Mrs. Wallover she suggested the trying another testing company, he is also looking in to putting a new trap inside, the existing trap has been there for approximately seventeen – eighteen years. Mrs. Murphy asked if he had installed an exterior 1,000 gallon grease trap with Mr. Bono replying that he has an interior grease trap. Mrs. Wallover stated that he started seeing failures in July, if you're seeing that you're sending that grease into a section, in this case it is Twin Oaks, we have had notorious problems with that section. Mr. Altmiller asked Mrs. Wallover how many times he failed with Mrs. Wallover saying July, August, September, I have not received anything since September, no correspondence, additional analysis, so he is definitely in violation. Ms. Della-Croce asked if he could be closed down, Mrs. Wallover replied that's why we are here.

After further discussion, the following motion was made:

MOTION

Mr. Altmiller made a motion, seconded by Ms. Della-Croce, requiring Tony's King of Pizza to install a 1,000 gallon grease trap system giving him two (2) months in which to have this completed or the facility will be shut down.

QUESTIONS/COMMENTS

Mr. Chase asked if there was room, Mr. Bono replied that that was the issue when he first started there. Mrs. Wallover stated that the problem is going to be with his landlord, his landlord has been before the Board before and this is why we are here, again, for every day this facility discharges they are pushing

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grease into the system, landlord or not it's not something that the Authority can tolerate. Mr. Chase added, what you have to do is whatever is necessary so you start passing your tests or we will shut you down.

ROLL CALL ON THE MOTION

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

MANAGING DIRECTORS REPORT

CONTRACT WWTP-369: INSTALLATION OF CURED-IN-PLACE SANITARY SEWER LINING IN VARIOUS LOCATIONS – PHASE V – LBCJMA WASTEWATER COLLECTION SYSTEM

Under Phase V of the CIPP Program, approximately 49,659 feet, nearly 9.6 miles of 8 inch, 1,493 of 10 inch and 646 feet of 12 inch sewer mains have been lined as of December 25, 2017. Based on recent reviews of reports regarding sewer blocks and infiltration/inflow, it is the Authority's opinion that the following sewer mains should be included in the current Contract to prevent any further potential sewer blocks and to prevent infiltration/inflow:

Everturn Lane	Elderberry Section	2599' of Eight-Inch Sewer Mains with 60 laterals
Mountain Lane	Magnolia Hill Section	1298' of Eight-Inch Sewer Mains with 31 laterals
Pinewood Drive	Pinewood Section	626' of Eight-Inch Sewer Mains with 9 laterals
Plumbridge Drive	Plumbridge Section	745' of Eight-Inch Sewer Main with 12 laterals
Vineyard Road	Violetwood Section	175' of Eight-Inch Sewer Mains with 1 lateral

The estimated total of the additional footage that is being recommended for lining is roughly 5,443 feet and are all 8 inch sewer mains. There are approximately 113 laterals connected to the above five (5) sewer main locations. The projected total cost of the additional work is estimated to be approximately \$200,000. Dr. Rajput requested Board approval for the above additional work with a total change order amount not to exceed \$200,000.

MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to approve the requested change order regarding the five (5) locations listed above for the installation of roughly 5,443 feet of eight inch sewer mains and approximately 113 laterals with a cost not to exceed \$200,000.

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ROLL CALL ON THE MOTION

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

Completion Date for CONTRACT WWTP-369: INSTALLATION OF CURED-IN-PLACE SANITARY SEWER LINING IN VARIOUS LOCATIONS – PHASE V – LBCJMA WASTEWATER COLLECTION SYSTEM

The current completion date for Contract WWTP-369: Installation of Cured-In-Place Sanitary Sewer Lining in Various Locations – Phase V – LBCJMA Wastewater Collection System is January 8, 2018. Dr. Rajput is requesting Board approval to extend the substantial completion date from January 8, 2017 to April 8, 2018 with no additional cost or liability to the Authority.

MOTION

Mrs. Murphy made a motion, seconded by Mr. Monahan, to extend Contract WWTP-369: Installation of Cured-In-Place Sanitary Sewer Lining in Various Locations – Phase V – LBCJMA Wastewater Collection System completion date from January 8, 2017 to April 8, 2018 with no additional cost or liability to the Authority.

ROLL CALL ON THE MOTION

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

OPERATING BUDGET 2018 - ADDITIONS

At the last meeting, the Board approved the implementation of a Meter Charge per quarter for 5/8" domestic meters Dr. Rajput is requesting the Board to modify the motion to include the charges based on meter size per the meter charge schedule presented to the Board.

MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, agrees to modify the motion to include the charges based on meter size per the meter charge schedule presented to the Board.

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ROLL CALL ON THE MOTION

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

WWTP PLANT MANAGER/ENGINEERING ASSISTANT

Dr. Rajput reminded the Board that the position of Plant Manager is still opened at the Wastewater Treatment Plant. Mike Andrews has been with the Authority for four (4) years, he has his license and has been doing an excellent job, therefore Dr. Rajput would like the Board to appoint him as the Plant Manager/Engineering Assistant at the Wastewater Treatment Plant with an annual base salary of \$75,000 including all benefits accorded to the Supervisory Unit with an effective date of January 1, 2018.

MOTION

Mr. Altmiller made a motion, seconded by Mr. Monahan, to appoint Mike Andrews to the Position of WWTP Plant Manager/Engineering Assistant. This is a non-union position and the annual base salary will be \$75,000 including all benefits accorded to the Supervisory Unit. This will be effective January 1, 2018.

ROLL CALL ON THE MOTION

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

CONTRACT WWTP 376: FURNISH AND SUPPLY POLYMERS

Per the requirements of the specifications, the Contractors/Bidders are performing plant scale testing to demonstrate the application of the proposed products in terms of performance and cost effectiveness. Based on the results of the testing, the lowest responsible bidder will be determined and will be presented to the Board for contract award.

CONTRACT NO. WWTP 378: FURNISH AND PROVIDE SERVICES FOR TREE TRIMMING AND REMOVAL FOR LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY – LEVITTOWN, BUCKS COUNTY PENNSYLVANIA

A Notice of Intent to Award has been issued to Rick's Expert Tree Service, Inc. We are currently waiting for the contract forms and documents along with the required Bonds and Insurance Certificates.

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WASTEWATER PLANT LABORATORY

We are working on preparing the application for addition of Colilert-18/Quanti-Tray Method (Fecal Coliform Analysis) for accreditation (FOA) from PADEP Bureau of Laboratory in accordance with PADEP Chapter 254. This method takes relatively less time to complete the required Fecal Coliform test compared with to the current method of Millipore Filtration.

CONTRACT WWTP 377: FURNISH AND DELIVER ROCK SALT (SODIUM CHLORIDE) FOR THE 2017-2018 SEASON

A Notice of intent to Award has been issued to Morton Salt, Inc. This contract will run through September 30, 2018.

WATER DISTRIBUTION SYSTEM MAINTENANCE PROGRAM – REHABILITATION AND REPLACEMENT OF EXISTING WATER MAINS – PHASE III

Under the ongoing Phase III of the Water Main Replacement Project, approximately 8,800 linear feet of water mains have been replaced to date in 2017. Preparations for a water main replacement program for 2018 is taking place which will be included in the Capital Improvement Budget for 2018.

UPGRADE OF THE SCADA SYSTEM AT THE WATER TREATMENT PLANT

The above project is continuing and includes the upgrade of the existing computers and SCADA System at the Water Treatment Plant and is being completed in phases. The Allen Bradley conversion parts are being utilized to replace the hardware in order to cut back on the down time and re-writing time when physically switching out the PLC hardware and testing the new Control Logix hardware and software.

WWTP-190 : WASTEWATER TREATMENT PLANT SCADA SYSTEM UPGRADE

As part of the ongoing installations and upgrades of the SCADA System at the Wastewater Treatment Plant, we are continuing to upgrade the existing PLCs, VFDs, and connecting all equipment and process controls to the SCADA System at the WWTP operation room. A purchase order has been issued for the required CLX hardware to replace the existing outdated PLC-5 for the Dissolved Air Flootation (DAF) system from Rumsey Electric Company under PA Costars Contract No. 008-189 per the approval granted by the Board at the October 2017 meeting.

WATER AND WASTEWATER SYSTEMS

The average daily drinking water supplied for the month of November 2017 was 6.96 MGD. The monthly average effluent flow from the Wastewater Treatment Plant was approximately 5.67 MGD for the month of October 2017.

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2018 - YEARLY SALARY INCREASE FOR NON UNION SUPERVISORY POSITIONS EFFECTIVE JANUARY 1, 2018

MANAGING DIRECTOR – DR. VIJAY S. RAJPUT, PH.D.,

MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, approving a 7% pay increase to the base salary for the Managing Director.

ROLL CALL ON THE MOTION

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

Motion carried unanimously

FINANCE MANAGER – COLLEEN DUNN

MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, approving a 5% pay increase to the base salary for the Finance Manager.

ROLL CALL ON THE MOTION

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

Motion carried unanimously

SOLICITOR’S REPORT – JAMES A. DOWNEY, III, ESQUIRE

Everyone took this occasion to welcome Mr. Downey back.

Mr. Downey stated, on a personal note on behalf of himself and his family, he wanted to thank everyone for their thoughtfulness and prayers, I’m sure it made a considerable difference.

Mr. Downey reported that an executive session was held between 6:30 PM and 7:00 PM Matters discussed were: Personal matters, and ongoing litigation indexed in the Bucks County Court of Common Pleas at #20162056 at which time there was a deposition conducted of the Managing Director.

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FINANCE MANAGER'S REPORT

Mrs. Dunn, Finance Manager, previously gave the Board her report to review. We have one (1) employee just out on short term disability, and another employee that is out on an unpaid leave of absence for thirty (30) days.

OLD BUSINESS

There was no old business presented to the Board.

NEW BUSINESS

WAGE INCREASE – JAMES A. DOWNEY, III, SOLICITOR EFFECTIVE JANUARY 1, 2018

MOTION

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to increase Mr. Downey's rate from \$175.00 per hour to \$195.00 per hour.

ROLL CALL ON THE MOTION

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

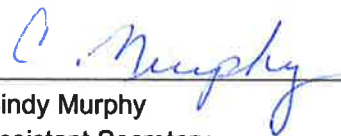
PUBLIC PARTICIPATION

There was no Public Participation.

ADJOURNMENT

Mr. Altmiller made a motion, seconded by Mrs. Murphy, to adjourn the Board meeting at 7:53 P.M. Motion carried unanimously.

Respectfully submitted by:



Cindy Murphy
Assistant Secretary

SD/dm
DPM0029