

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ March 23, 2017

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday March 23, 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 7:00 P.M. Mr. Downey will advise during his report.

Call to Order

Mr. Glasson, 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 our great country.

Roll Call

Mrs. Magro took roll call as follows:

Board Members Present:

James Chase
Rich Altmiller
John Monahan
Cindy Murphy
Joseph Glasson

Absent

Sandra Della-Croce

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
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 March 2017 Accounts Payable as Presented to the Board Directors.

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, approving the March 2017 Accounts Payable.

Questions/Comments

Mr. Altmiller questioned the following invoice(s)

Sensus USA
Invoice # 512091
Amount: \$2,212.56
Equipment Maintenance

Mrs. Burnell explained that it was a meter that was purchased for Pathmark.

Roll Call on the Motion

Mr. Glasson Aye – excluding the bill for McIntyre Plumbing
Mr. Chase Aye
Mr. Altmiller Aye
Mr. Monahan Aye
Mrs. Murphy Aye
Motion carried unanimously

Approval of the Board Meeting Minutes of February 23, 2017

Motion

Mr. Chase made a motion, seconded by Mr. Monahan, approving the Board Meeting Minutes of February 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

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Pretreatment Variances

Maryanne's Diner – 1263 Woodbourne Road, Levittown – Permit F172-2016 (05/27/2016 – 05/28/2017)

This facility failed O&G analysis on 11/21/2016, 01/16/2017 and 02/22/2017. NOV and fines were issued for each violation. The facility is also required to clean the exterior grease trap within 10 days and resample O&G within 30 days. Owner, Jim Bova, reported that despite monthly cleaning the facility has been failing O&G analysis. Upon researching the detergent's MSDS it was determined that the products being used contain a solvent/degreaser although the product labels do not include this in the information. The facility has stopped using the detergents and Franc Environmental is scheduled to inspect the grease trap again for pipe cracks/holes on 03/21/2017 and possibly install a Zabel Grease Trap Effluent Filter to reduce TSS and O&G. They are requesting a reprieve from the fine(s) as well as resampling for O&G.

After discussion the following motion was made:

Motion

Mr. Altmiller made a motion, seconded by Mr. Monahan, to waive the additional fines of \$1,000.00 and leave the sampling as is and if there are no more problems come back before the Board and we will discuss reducing the testing.

Roll Call on the Motion

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

Managing Directors Report

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

Bids were opened on February 27, 2017 by the Bucks County Consortium for the purchase of Crushed Stone Aggregate, Asphalt Paving Materials and Associated Highway Products. The results of the bids as well as the supporting documents were forwarded to the Authority for evaluation. After review, it is recommended awarding Contract WWTP-373 to Eureka Stone, Inc., 800 Lower State Road, Chalfont, PA 18914 for a period beginning April 1, 2017 to March 3, 2018. Bid prices for 2A Stone Mix and 2B ¾ Stone is \$13.50 per ton/delivered and \$16.00 per ton delivered, respectively. The above bid pricing is similar to that of last year.

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Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, to award Contract WWTP-373: Furnish and Supply Crushed Stone Aggregate to Lower Bucks County Joint Municipal Authority through the Bucks County Consortium of Municipalities, to Eureka Stone Quarry, 800 Lower State Road, Chalfont, PA 18914, for 2A Stone Mix and 2B ¾ Stone is \$13.50 per ton/delivered and \$16.00 per ton delivered respectively.

Roll Call on the Motion

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

Motion carried unanimously

Capital Improvement Budget for 2017

Dr. Rajput is requesting Board approval to accept the Capital Improvement Budget for 2017 as presented.

Motion

Mr. Chase made a motion, seconded by Mr. Monahan, approving the Capital Improvement Budget for 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

Replacement of the Existing Filter Influent Butterfly Valves for the Water Treatment Plant

There are four filter influent Henry Pratt Butterfly Valves, which were originally installed during 1993. It has been discovered that they have started leaking and as a result have affected the filter operation. They need to be replaced on an emergency basis. Three quotes have been received. Worth & Company submitted the lowest quote at \$21,750. Dr. Rajput is requesting Board approval to complete the above work on an emergency basis not to exceed \$30,000.

After discussion, the following motion was made:

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Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, authorizing Dr. Rajput to proceed with the emergency replacement of the Existing Filter Influent Butterfly Valves for the Water Treatment Plant, not to exceed \$30,000.

Roll Call on the Motion

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

Motion carried unanimously

CD Rates with TD Bank

Dr. Rajput is requesting Board approval to proceed with moving \$4,000,000 into a CD for 18 months at the current Rate.

Motion

Mr. Chase made a motion, seconded by Mr. Altmiller, granting permission to Dr. Rajput to proceed with moving \$4,000,000 into a CD for 18 months at the current Rate.

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

Notice of intent to award has been sent to AM-Liner East, Inc., along with all contract documents that need to be signed. As soon as they are received they will be forwarded to Mr. Downey for review.

Wastewater Treatment Plant Laboratory Renewal Application for Environmental Laboratory Accreditation

On March 2, 2017 PADEP conducted an on-site assessment of the WWTP Lab. They will contact the Authority should they have any comments and or recommendations which will be addressed when received.

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Administration Building Extension

The Contractor has completed most of the interior work including painting, carpeting and tile work. They will start the outside work consisting of painting, existing parking area, sidewalk, etc., as soon as weather permits.

Annual Tier 11 Report for the Wastewater Treatment Plant

The required Tier 11 Report for the reporting year of 2016 for the Wastewater Treatment Plant has been completed and submitted.

Annual Wasteload Management Report – Chapter 94 Report

Work has started on preparing the required Annual Chapter 94 Report for the reporting year of 2016. This report is due by March 31, 2017.

Pretreatment Annual Report

The required Pretreatment Program Annual Report for the reporting year of 2016 has been submitted to USEPA and PADEP.

Annual Water Audit Report – Delaware River Basin Commission (DRBC)

The required annual water audit was performed for the Authority's Water System for the reporting year of 2016. The completed audit was submitted electronically to DRBC per their requirements. The water audit data validity score was calculated to be 93, which is considered to be an excellent score. The Authority is proactively continuing to investigate the source of the unaccounted water. For the reporting year of 2016, the percent of unaccounted water was calculated to be approximately 4.39%. The Authority is also continuing to investigate and determine options of reducing the amount of unbilled metered water usage, which includes water used for flushing,

Interconnection with the Township of Falls Authority at Trenton Road

Installation of the preassembled meter vault along with all required piping has been installed. The installation will be done in-house by the Authority's Field Department. TOFA is scheduling to complete their portion of work involving wet tapping their water main and connecting the water main to the meter vault. The Authority will work with TOFA and their engineer to obtain the required PADEP water interconnection permit.

Installation of the Infiltration Basin – Administration Building Extension Project

Per the requirements of Bristol Township relating to the post construction storm water management, the contractor has completed the installation of the infiltration system for storm water management.

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

A progress meeting has been scheduled for March 30, 2017 to discuss the construction progress including the control system/SCADA.

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

The Authority has started preparing the required plan approval application for PADEP approval of the new Odor Control System. Once the plan approval for the new system is received, it will be presented to the Board for approval.

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

The Authority is working on installing the grinders at Birch Valley and Art Carney Pump Stations. The required installation of the roof access hatch has been installed for the grinder installation work at both stations and we are working on installing the required electrical work.

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

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

Replacement/Upgrade of the Computer and SCADA System for the Water Treatment Plant

The existing computers and SCADA system are outdated and need to be upgraded on an expedited basis. Ordering has started for the required software, equipment, computers, fiber switches, control panels, etc. This project will be completed in phases. The first phase will involve upgrading the control system by replacing the media converters in the office and in the high service control panel. The second phase will involve upgrading SCADA 1 and 2 computers with the new Windows 10.64 bit computers and upgrading the SCADA software to Factory Talk SE Version 9.0 which will include Viewpoint Version 9.0. Once the new computers and software are received they will be set up and the new SCADA computers will be placed in service. The third phase will involve converting (1) of the plant's PLC program logic to the new Control Logix Software platform. The fourth phase will involve replacement of the PLC rack that is currently being converted. The fifth phase will involve replacement of the existing PLC hardware with the new Control Logix hardware. Allen Bradley conversion parts will be used to replace the hardware in order to cut back on the down time and re-wiring time when actually switching out the PLC hardware and testing the new Control Logix hardware and software. Subsequent work would involve the conversion process over to another PLC rack until all the PLC-5 racks have been upgraded.

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Fecal Coliform, Enzyme Substrate Procedure-Method Colilert-18/Quantity-Tray (IDEXX) for the Wastewater Treatment Plant Lab

The required equipment and supplies have been purchased from IDEXX for the above referenced method of analyzing the Wastewater Treatment Plant's effluent samples for fecal coliform count. This method is simpler and takes less time than the current method. The Authority is currently working on developing the required Standard Operating Procedures and Quality Control Procedures for submission to PADEP for review and approval. The above method is already approved by the USEPA and PADEP. This current method is not currently included in the Authority's PADEP approved SOP's/QC/QA manuals, so it will need to be approved by PADEP prior to using it.

NPDES Permit Renewal for the Water Treatment Plant

The Authority has received a draft copy of the Water Treatment Plant's renewed NPDES permit for review. This permit is for the discharge of treated clarified, settled, supernatant water into the Delaware River. It has been reviewed and found that one new out fall has been added for the traveling screen back wash water.

NPDES Permit Renewal for the Wastewater Treatment Plant

The Authority is continuing work on the required NPDES permit application for the Wastewater Treatment Plant. The permit renewal application is due to be submitted by May 4, 2017. All influent and effluent samples for the analysis of parameters have been completed and the analytical results from Analytical Laboratory has been received.

Water and Wastewater Systems

The average drinking water supplied for the month of February was approximately 9.06 MGD. The monthly average effluent flow from the Wastewater Treatment Plant was approximately 6.42 MGD for the month of January 2017.

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

Mr. Downey reported that an executive session was held from 6:30 P.M. to 7:00 P.M. where ongoing litigation indexed in the Court of Common Pleas of Bucks County at #20162056 was discussed. The Authority has received responses from the Lawyer for the defendant. Mr. Downey expects to have a response to the pleading before next month's meeting.

Also, the Bucks County Redevelopment Authority is in the process of a serious number of declarations of taking properties for which it obviously has liens, as they go along if there is any money left over the Authority would receive part of our money but there are no guarantees.

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Finance Manager's Report

Mrs. Dunn, Finance Manager, reported that there is one person out Workers' Compensation and one on Disability. Date of return is unknown at this time.

Old Business

There was no old business presented to the Board.

New Business

There was no new business presented to the Board.

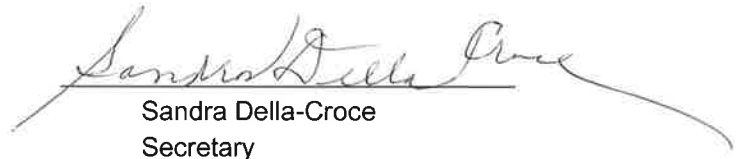
Public Participation

There was no Public Participation.

Adjournment

Mr. Altmiller made a motion, seconded by Mr. Chase, to adjourn the Board meeting at 7:26 P.M. Motion carried unanimously.

Respectfully submitted by:


Sandra Della-Croce
Secretary

DM/
DPM0011