

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ September 26, 2024

The Board of Directors of Lower Bucks County Joint Municipal Authority (Authority) held their monthly meeting on Thursday, September 26, 2024, at the Authority's Administration Building located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

Call to Order

Mr. Servis, Vice Chairman, called the meeting to order at 7:00 PM, which was followed by the Pledge of Allegiance. Mr. Servis asked everyone to take a moment to remember all those who keep us safe every day.

Roll Call

Present: Bryan Servis, Board Member
James Morgan, Board member
Cynthia Murphy, Board Member
Michele Hammar, Board Member
Mary Ann Gahagan, Board Member
Vijay S. Rajput, Ph.D., P.E., Managing Director
Colleen Dunn, Finance Manager
Nancy Burnell, Meter Department Supervisor
Bryce McGuigan, Esquire

Absent: Joseph Glasson, Board Member

Public Participation

No public participation

Ratification of Accounts Payable for July and August 2024 as presented to the Board Directors

Motion: Mr. Morgan made a motion, seconded by Mrs. Murphy, to approve payment of the July and August 2024 accounts payable.

5 in favor / 0 opposed / 0 abstention*. Motion carries.

Approval of September 2024 Accounts Payable

Motion: Mr. Morgan made a motion, seconded by Mrs. Murphy, to approve September 2024 Board Meeting minutes.

5 in favor / 0 opposed / 0 abstention. Motion carries.

Approval of June 2024 Board Meeting Minutes

Motion: Mr. Morgan made a motion, seconded by Mrs. Hammar, to approve June 2024 Board Meeting minutes.

5 in favor / 0 opposed / 0 abstention. Motion carries.

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Managing Director's Report

Dr. Rajput requested the Board to ratify the following items that were electronically approved by the Board:

MOTION 1: Contract No. C-471: Furnish and Supply Chemicals for Lower Bucks County Joint Municipal Authority's Water and Wastewater Treatment Plant. Dr. Rajput stated that bids were received and opened on August 8, 2024, for Contract No. C-471. Based on a review of the bids received, the following award recommendations were made and approved electronically by the Board and requesting the Board for ratification as presented below:

ITEM No. 1: CHLORINE

Award Item No. 1, Chlorine, to JCI Chemical located at 103 River Street, Warwick, NY in their bid amount of \$91.20/CWT or \$0.912/lb. delivered.

ITEM No. 2: ZINC POLYPHOSPHATE

Award Item No.2, Zinc Polyphosphate to Shannon Chemical Corporation located at 311 Commerce Drive, Exton, PA. in their bid amount of \$158.17/CWT or \$1.5817/lb. delivered.

ITEM No. 3: FLUROSILICIC ACID

AWARD Item No. 3, Fluorosilicic Acid to Univar USA, Inc., 532 E. Emmaus Street, Middletown, PA. in their bid unit amount of \$36.00/CWT or \$0.36/lb. delivered.

ITEM No. 4: POTASSIUM PERMANGANATE

Award Item No. 4, Potassium Permanganate to Univar USA, Inc., 532 E. Emmaus Street, Middletown, PA. in their bid amount of \$456.80/CWT or \$4.568/lb. The current price is \$296.00/CWT or \$2.96/lb.

ITEM No. 5: POWDERED ACTIVATED CARBON

Award Item No.5, Powdered Activated Carbon to Carbon Activated Corporation located at 2250 S. Central Avenue, Compton, CA. in their bid amount of \$1.10/lb. delivered.

ITEM No. 6: HYDRATED LIME

There was no bid received for this item.

ITEM No. 7: HYDRATED LIME BAGS (50LB BAGS)

Award item No. 7, Hydrated Lime Bags to Univar USA, Inc., 532 E. Emmaus Street, Middletown, PA 17057 in their bid unit price of \$0.3488/lb. delivered.

Motion: Mrs. Murphy made a motion, seconded by Mr. Morgan, to ratify the approval of all the items of the Contract No. C-471: Furnish and Supply (6) Chemicals for Lower Bucks County Joint Municipal Authority's Water and Wastewater Treatment Plants as presented by Dr. Rajput.

5 in favor / 0 opposed / 0 abstention. Motion carries.

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MOTION 2: CONTRACT WWTP-476: FURNISH AND DELIVER 2024 F-600 CHASSIS VEHICLE UNDER COSTARS CONTRACT #025-E22-406 (REPLACEMENT OF S-21)

Dr. Rajput stated that under the ongoing vehicle replacement program, the Authority's 2007 F-550 flatbed truck, S-21, needs to be replaced. A quote was received from New Holland Auto Group, under their COSTARS Contract, for a 2024 F-600 Chassis 4x4 SD regular cab with a Martin aluminum flat bed and accessories for \$86,514.00. New Holland Auto Group also provided a quote for trading in the existing S-21 F-550 for \$5,500.00. Dr. Rajput stated that this Contract was electronically approved by the Board and requests the Board to ratify the purchase of 2024 F-600 Chassis 4x4 SD Regular Cab with a Martin Aluminum flat bed with accessories for a total amount of \$86,514.00 from New Holland Auto Group, under their COSTARS Contract No. 025-E22-406, and trade in the existing vehicle S-21 to New Holland Auto group for \$5,500.00 and apply it toward the purchase of the new vehicle. Therefore, the Authority will pay the total net amount of \$81,014.00.

Motion: Mrs. Murphy made a motion, seconded by Mr. Morgan, to ratify the electronic approval of the purchase of the 2024 F-600 Chassis 4x4 SD Regular Cab with a Martin Aluminum flat bed with accessories for a total amount of \$86,514 from New Holland Auto Group, under their COSTARS Contract No. 025-E22-406, less the trade in of vehicle S-21 for \$5,500.00 for a total of \$81,014.00

5 in favor / 0 opposed / 0 abstention. Motion carries.

Dr. Rajput requested the Board to ratify electronic approval to trade in the 2007 F-550 Flatbed truck, S-21 for \$5,500.00 and apply credit toward the purchase of the above stated vehicle.

Motion: Mrs. Murphy made a motion, seconded by Mr. Morgan, to ratify approval of trading in the 2007 F-550 flatbed truck, S-21, for \$5,500.00 and apply credit toward the purchase of the above

5 in favor / 0 opposed / 0 abstention. Motion carries.

MOTION 3: NEW HORIZON

Dr. Rajput stated that we have received a formal request and invoice from Mr. Dominic Chilberti III, President of New Horizon Management for reimbursement of their expenses that they incurred due to damage of their sewer lateral resulted during installation of 8inch water main in Oakland Avenue and Veteran Highway by directional drilling. The total amount of this request and invoice is \$28,953.75. Dr. Rajput stated that the reimbursement request was approved electronically by the Board and requesting the Board to ratify this approval.

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MOTION 4: WWTP-474A: FURNISH AND DELIVER MIXING SYSTEM FOR THE EXISTING ANAEROBIC DIGESTER NO. 4 TO REPLACE THE EXISTING PERTH MIXING SYSTEM UNDER COSTARS CONTRACT NO. 388548

Dr. Rajput stated that currently, Digester No. 4 has been taken out of service, the existing perth mixing system needs to be replaced. In this regard, various available digester mixing systems were evaluated and it was determined that digester nozzle mixing system is the most feasible option to replace the existing perth system. This replacement is a part of the 2024 Capital Improvement projects. A proposal was received to furnish and supply the digester nozzle mixing system and actuated valves for Digester No. 4 from Sherwood-Logan & Associates, Inc., under their COSTARS Contract, in the amount \$188,038.17. Contract No. WWTP-474A in the amount of \$188,038.17 to Sherwood-Logan & Associates, Inc. under COSTARS Contract No. 388548 was approved electronically by the Board. Dr. Rajput requested the Board to ratify this approval.

MOTION 5: WWTP-477: FURNISH AND DELIVER 2024 F-250 -4x4 CREW CAB 6.75” WB SRW XLTO REPLACE A 2001 F250 (VEHICLE NO. S-20), UNDER COSTARS CONTRACT NO. 025-E22-425

Dr. Rajput stated that under the ongoing vehicle replacement program, S-20, a 2001 F-250 truck needs to be replaced. A quotation was received from Chapman Ford of Horsham, under their Costar Contract # 25-E22-425. The quoted price of \$61,559 includes a COSTARS discount of \$3,291. A quotation to trade the existing S-20 was also received for \$1,000. Dr. Rajput stated that this Contract was electronically approved by the Board and requests the Board to ratify the purchase of a 2024 F-250 4x4 SD crew 6.75’ box 160” WB SRW XL (W2B) Cab with accessories for \$61,559 from Chapman Ford of Horsham under their COSTARS Contract No. 025-E22-425, and trade in the existing vehicle S-20 to Chapman Ford of Horsham for total minimum amount of \$1,000.00. This will be applied toward the purchase of a new vehicle. Therefore, the Authority will pay the total net amount of \$60,559.00.

MOTION 6: RESOLUTION No. 2024-01

Approval of Resolution No. 2024-001 to submit an application to the Pennsylvania Department of Community and Economic Development for funding through the Community Development Block Grant-Disaster Recovery (CDBG-DR) Program, and further certifying compliance with the requirements of the program. As the application was due no later than September 12, 2024, and the Board meeting was scheduled for September 26, the Authority’s grant writing Consultant, Michael Conallen, suggested getting electronic approval. We would like to thank Mr. Glasson for signing the required grant application paperwork to meet the submittal deadline. This funding application is for our proposed secondary clarifier No. 5 at the Wastewater Treatment Plant in the amount of \$4,700,000.

Motion: Mrs. Murphy made a motion, seconded by Mr. Morgan, to ratify electronic approval of Motion 3 through 6 as listed above.

5 in favor / 0 opposed / 0 abstention. Motion carries.

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MOTION 7: CONTRACT WWTP-473: FURNISH AND DELIVER ROCK SALT (SODIUM CHLORIDE) FOR THE 2024-2025 SEASON THROUGH BUCKS COUNTY CONSORTIUM-SALT BID

Dr. Rajput stated that the Bucks County Consortium opened bids for the purchase of rock salt for the 2024-2025 season on August 14, 2024. The results and supporting documents were forwarded to the Authority for review and award consideration. Review of the results of the bid opening received from the Borough of Doylestown showed that Morton Salt, Inc submitted their bid proposal with the lowest unit bid price. Dr. Rajput noted that this Contract was electronically approved and requested the Board to ratify the awarding of Contract WWTP-473 to Morton Salt, Inc. located at 444 W. Lake Street, Suite 2900, Chicago, IL 60506 with a bid price of \$60.95 per ton delivered as per the specifications and conditions contained in the bid documents. This contract will run through September 30, 2025.

Motion: Mr. Morgan made a motion, seconded by Mrs. Murphy, to ratify the award of Contract WWTP-473-Furnish and Deliver Rock Salt for the 2024-2025 Season to Morton Salt, Inc with a bid price of \$60.95 per ton delivered.

5 in favor / 0 opposed / 0 abstention. Motion carries.

CONTRACT NO. C-439: FURNISH AND SUPPLY CHEMICALS FOR LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY'S WATER AND WASTEWATER TREATMENT PLANTS: ITEM #6:

Dr. Rajput stated that the Item No. 6: Hydrated lime of Contract C-439 with Greer Industries (Greer Lime Company) expired on August 21. This item was bid twice under Contract No. C-471 however no bids were received. Considering that we cannot treat water without this chemical, we reached out to Greer Industries, the current hydrated lime supplier and they agreed to continue supplying hydrated lime until November 1, 2024, with a new unit price of \$312.86. Using the provision in the contract that the Authority reserves the right to extend the contract period for an additional one (1) year upon written agreement by both parties, the Contractor is willing to extend the contract until August 21, 2025, with the unit price of \$312.86 per ton with the same terms and conditions. Considering there were no bids received after bidding the item two times, we request Board consideration to grant an extension of this contract with **Greer Industries, Inc (dba Greer Lime Company) located in Morgantown, West Virginia** for another year with the unit price of \$312.86 per ton or \$0.156445/lb. delivered under the same terms and conditions of the current Contract C-439.

Motion: Mrs. Murphy made a motion, seconded by Mrs. Hammar, to approve amendment and extending Contract C-439 Item No. 6 with a unit price of \$312.86 per ton or \$0.156445/lb. delivered with Greer Industries, Inc. (dba Greer Lime Company) until August 21, 2025

5 in favor / 0 opposed / 0 abstention. Motion carries.

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PROJECT NO. WWTP-224: CLEANING OF ANAEROBIC DIGESTER NO. 4

Dr. Rajput explained that anaerobic digester No. 4 had to be placed out of service due to excessive rag accumulation and failure of the perth mixing system. Cleaning and rag removal was required to facilitate replacement of the existing mixing system. After reaching a certain level during sludge removal, high vac trucks were required. In this regard, Wind River Environmental (DBA Franc Environmental) submitted their quotation for two (2) vacuum trucks and two operators with a unit price of \$6,500.00 per day under their COSTARS Contract No. 514547. We are able to recycle approximately 170,000 gallons through our plant, however, the remaining thick sludge required offsite disposal. The contractor started the work on August 27, 2024, and will need approximately two (2) more weeks to complete the work. It is anticipated that this project will be completed on or before October 4, 2024, dependent upon weather conditions. The total cost of this cleaning work is estimated to be approximately \$180,000; this will be determined by the actual amount of sludge removed. This work is being performed based on unit prices and under their COSTARS Contract No. 514547.

Motion: Mrs. Murphy made a motion, seconded by Mr. Morgan, to approve Wind River Environmental (DBA Franc Environmental) for cleaning work of digester No. 4, at a unit price of \$6,500.00 plus any other applicable charges under their COSTARS Contract No. 514547 at an estimated cost of approximately \$180,000 which could fluctuate depending upon the amount of sludge.

5 in favor / 0 opposed / 0 abstention. Motion carries.

WWTP-474B: REPLACE EXISTING MIXING SYSTEM WITH NEW MIXING SYSTEM IN ANAEROBIC DIGESTER NO. 4 AT THE WASTEWATER TREATMENT PLANT UNDER COSTARS CONTRACT (CAPITAL IMPROVEMENT PROJECT)

Dr. Rajput explained that this project involves coordination and installation of Hayward Gordon Nozzle mix system including the mixing pump motor, mixing nozzles and support bases being purchased by the Authority directly from the supplier under Contract No. WWTP-474A. The work covered under this system includes crane services and rigging to remove the existing perth mixing unit, installation of plug valves, capping existing gas perth connection, install new concrete or steel counterweights to rebalance the cover after the perth system is removed, provide and install all the required pads, pipe supports, core drilling to install suction and mixing pump discharge lines, supply and install MCC breaker bucket rated for 40 HP motor, VFD and all other required electrical controls and conduits. We have reviewed the proposal and determined it to be acceptable. Dr. Rajput requested the Board for its consideration to award Contract No. WWTP-474B replacement of the existing mixing system with new mixing system in anaerobic digester No. 4 at the wastewater treatment plant to **Eastern Environmental Contactors, Inc., located at 6304 5th Street, Green Lane, PA. 18054**, under COSTARS Contract No. 016-187 for a total contract amount of \$755,800.00. This includes contingency/allowances in the amount of \$100,000 for any additional work not covered under the scope of work stated in the proposal.

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Motion: Mrs. Hammar made a motion, seconded by Mr. Morgan, to award Contract No. WWTP-474B to Eastern Environmental Contactors, Inc., under COSTARS Contract No. 016-187 for a total contract amount of \$755,800.00 which includes the amount of \$100,000 for any additional work not covered under the scope of work stated in the proposal.

5 in favor / 0 opposed / 0 abstention. Motion carries.

CONTRACT NO. WWTP-475: RESTORATION OF CONCRETE SIDEWALKS, DRIVEWAYS, APRONS, CURBS AND SITES AFFECTED BY WATER MAIN BREAKS AND REPLACEMENTS

Dr. Rajput stated that bids were received and opened for this contract on September 26, 2024. CLC Contractors was the only bidder. A review of the bid and bid documents shows that CLC Contractors has the required qualifications and equipment for this contract. Dr. Rajput recommended to the Board for its consideration to award Contract WWTP-475 to CLC Contractors, located at 1270 Veterans Highway #F10, Bristol, PA 19007, for the unit prices bid for all eight (8) items, including alternate items. The duration of this contract is one (1) year. The Authority reserves the right to extend the contract period for one (1) additional year upon written agreement by both parties.

Motion: Mrs. Hammar made a motion, seconded by Mrs. Gahagan, to award Contract WWTP-475 to CLC Contractors, LLC. for the unit prices bid for all eight (8) bid items, including alternate items.

5 in favor / 0 opposed / 0 abstention. Motion carries.

UPDATE OF RIGHT-TO- KNOW LAW POLICITY AND LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY BUCKS COUNTY, PENNSYLVANIA RESOLUTION NO.2024-002

Dr. Rajput stated that the Board has a copy of the updated Right-To-Know Law Policy and a copy of Resolution No, 2024-002 and requested the Board's approval consideration to update the policy by adopting this resolution. Dr. Rajput also stated that the policy and resolution were reviewed by Mr. Bryce McGuigan, esquire, Solicitor. Mrs. Dunn stated that in summary the changes that are listed in the Authority's Right to Know policy are enhancing the existing policy by adding definitions, denying anonymous requests and removing names from our existing policy. This updated policy also utilizes the PA Open Records website and documents to keep the Authority's policy up to date at all times.

Motion: Mrs. Murphy made a motion, seconded by Mr. Morgan, to approve Resolution No. 2024-002, adopting updating the Right to Know Law Policy of the Authority

5 in favor / 0 opposed / 0 abstention. Motion carries.

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PPO PLAN - BUY UP OPTION FOR HEALTH INSURANCE & DENTAL

Dr. Rajput stated that we have had multiple employees request an option to upgrade our Health Insurance Coverage from an HMO to a PPO Plan; and requests have been made for an increase in Dental Coverage. He would like to request the Board for its consideration to allow us to compare our current plan with plans that an employee can buy up to for additional coverage, at no additional cost to the Authority. If feasible, we would also request the Board approval to offer these options to our current employees at no additional cost to the Authority. Dr. Rajput stated that our open enrollment begins on October 23, 2024, and end on November 8, 2024.

Motion: Mrs. Murphy made a motion, seconded by Mr. Morgan, to approve offering the option of upgrading to a PPO Plan for health insurance and dental at no additional cost to the Authority.

5 in favor / 0 opposed / 0 abstention. Motion carries.

Dr. Rajput stated that the following items of his report are for the Boards information.

CONTRACT WWTP-401B: INSTALLATION OF ULTRAVIOLET DISINFECTION SYSTEM IN THE CHLORINE CONTACT BASINS AT THE WASTEWATER TREATMENT UNDER COSTARS CONTRACT #016-187 (CAPITAL IMPROVEMENT PROJECT)

The contractor has completed the substantial installation of the UV system with the required electrical equipment and a control system. We are currently testing the system. Testing of the new emergency generator is scheduled for October 3-4, 2024.

CONTRACT A-446: FURNISH AND INSTALL R900® GATEWAY FIXED NETWORK DATA COLLECTOR OF NEPTUNE TECHNOLOGY GROUP BY RIO SUPPLY INC. UNDER COSTARS CONTRACT #16-22 (CAPITAL IMPROVEMENT PROJECT)

The contractor is continuing on obtaining the required permits from two (2) municipalities for the installation of the poles at the remaining Authority sites located in Falls and Middletown Township. Once all the poles are installed, the contractor will begin installing R900 Gateway V4 Cellar, antenna, and equipment.

PRETREATMENT PROGRAM - LOCAL LIMIT EVALAUTION

In compliance with USEPA and NPDES permit requirements we are currently continuing the required re-evaluation of head work loading and local limit revaluation. We would like to thank Jennifer Smythe for compiling WWTP operational data for the last three years for this project.

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PROJECT NO. WWTP-223: INSTALLATION OF 36-INCH DUCTILE IRON PIPE CLASS 50, FITTINGS AND LINK SEAL FROM HAJOCA CORPORATION, UNDER COSTARS CONTRACT NO. 016-E22-244 (CAPITAL IMPROVEMENT PROJECT)

The contractor has completed installation of approximately 104 feet of pipe with all the required bends including 42-inch coring and installation of link seal into the existing influent channel of UV system/ contact tanks' wall. The contractor will install the sluice gate as soon as it is delivered. The contractor still needs to install approximately 96 feet of 36-inch pipe.

FEASIBILITY STUDY FOR ADDITIONAL SECONDARY SEDIMENTATION TANK AT THE WASTEWATER TREATMENT PLANT (CAPITAL IMPROVEMENT PROJECT)

We are continuing the in-house engineering feasibility study to add an additional circular secondary sedimentation tank number 6 (clarifier) to provide needed hydraulic capacity to the existing secondary clarifiers and to improve settling efficiency of the secondary sedimentation process.

WATER DISTRIBUTION SYSTEM MAINTENANCE PROGRAM: REHABILITATION / REPLACEMENT OF EXISTING WATER MAINS – PHASE 9 (CAPITAL IMPROVEMENT PROJECT)

Under Phase 9 of the water main and valve replacement work approximately 2950 feet of water main on a portion of Red Cedar Drive, Goodturn Road and Wildflower Road has been completed. We are currently working on Ironwood Road.

WATER ALLOCATION PERMIT COMPLIANCE REPORT

The Water Allocation Compliance Report for the water system was completed and submitted to PADEP for the reporting year of 2023. We would like to thank Nancy Burnell for her assistance in preparing this report

WATER TREATMENT PLANT LABORATORY

As per PADEP requirements, we have completed and submitted the annual renewal application package for the renewal of our Water Treatment Plant Laboratory Certificate of Accreditation to operate as a Pennsylvania Accredited Laboratory.

2024 AVAILABLE OPERATOR REPORTS FOR WATER AND WASTEWATER TREATMENT PLANTS

As per the requirements of PADEP, the 2024 available Operator Reports were prepared and submitted to PADEP along with Chapter 302 annual service fees for our wastewater and water system.

WATER AND WASTEWATER SYSTEMS

The average daily drinking water supplied for the month of August was approximately 7.368 MGD. The monthly average effluent flow from the wastewater treatment plant for the month of August was approximately 6.04 MGD.

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Solicitor's Report

Mr. McGuigan stated that there was an executive session from 6:30 pm. to 7:00 pm. at which time personnel matters, active litigation and other unrelated legal matters were discussed.

Finance Manager's Report

Mrs. Dunn presented to the Board of Directors the MMO for the year 2025, non-supervisor's amount \$435,297 and supervisor \$43,773 for a total of \$479,070. The MMO for the year 2024 non-supervisor \$350,106 and supervisor \$98,591 for a total \$448,697. Mrs. Dunn asked the board to consider putting additional funding for the supervisors in the amount of \$123,468 and non-supervisors \$376,532 for a total of \$500,000, bringing the MMO total amount for the year 2024 to \$948,697.

Motion: Mr. Morgan made a motion, seconded by Mrs. Hammar to approve 2024 MMO payment in the amount of \$948,697.

5 in favor / 0 opposed / 0 abstention. Motion carries.

Old Business

No old business

New Business

No new business

Public Participation

No public participation.

Adjournment

Mr. Morgan made a motion second by Mrs. Gahagan to adjourn the board meeting at 7:41 PM.

5 in favor / 0 opposed / 0 abstention. Motion carries.

Respectfully submitted by:

Michele Hammar, Secretary