

*BCWSA*



**MINUTES OF THE REGULAR BOARD MEETING**  
*February 26, 2025*

**PRESENT:** John Cordisco; Michael Schwartz; Raymond Richardson and Michael Fehrle  
Benjamin W. Jones, CEO; Jason Hillaert, CFO; Scott Holbert, Esquire;  
Russell Dunlevy, P.E.; Steven Hartman, P.E.; Joe Pezzino, IT Admin and Sarah Schaffer, Executive Assistant

**VIA ZOOM:** Bryan Allen

**VISITORS:** Joseph Jones, P.E.,CFM, Jones Engineering Associates  
Ray Post, 5 Terrace Drive, Langhorne, PA

**CALL TO ORDER:**

The BCWSA's Chairman, John Cordisco, called the Regular Meeting of the BCWSA to order at 10:00 am.

**PLEDGE OF ALLEGIANCE:**

Those present pledged allegiance to the flag.

Mr. Holbert stated the Board of Directors met in Executive session prior to the start of the Board Meeting where litigation and personnel matters were discussed. The item under personnel will be addressed in today's meeting under new business.

**PUBLIC COMMENT:**

Mr. Post stated he has been a resident of Bucks County for over thirty-five (35) years. He stated he is sure that we are aware of Newtown Bucks County Joint Municipal Authority being in the preliminary stages of designing and building a new sewage treatment plant and that he has listened to a couple of their presentations at the Board of Supervisors meetings where they tried to elucidate their reasons for why they would want to do such a thing. And some of their reasons really appointed to concern or might even say deficiencies associated with this Bucks County Water and Sewer Authority. And so, he thought he would stop by and talk about that for a little bit, if the Board could spare a few minutes.



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Mr. Jones stated he would be happy to address Mr. Post's concerns, and stated they could do so during the meeting or after the meeting. Mr. Cordisco stated they would move the meeting along quickly so Mr. Jones and Mr. Post could speak after the meeting. Mr. Cordisco advised that Mr. Jones will gladly have a one-on-one discussion with Mr. Post to provide him with the opportunity to digest what he's telling him and have it to be more effective than just an open conversation.

**MINUTES:**

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Minutes of the BCWSA Reorganization Meeting and the BCWSA Regular Board Meeting held on January 15, 2025. (Minutes are attached to the Minute Book)

**REPORT OF THE CEO: Benjamin W. Jones**

***-Bid Award/ Municibid Results-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously awarding the sale of one (1) used vehicle to the highest responsive bidder through the Municibid government auction. (memo from BWJ dated 02/26/25 and bid tabulation are attached to the Minute Book)

***-Electrical Supplies 2025-***

Mr. Schwartz Moved, Mr. Richardson seconded the motion unanimously awarding the Contract associated with Electrical Supplies to Cooper-Friedman Electric Supply in the amount of \$87,785.50 for year one, and \$89,102.59 for year two, for a two-year period. (memo from BWJ dated 02/26/25 and bid tabulation are attached to the Minute Book)

***-Purchase of Vehicle-***

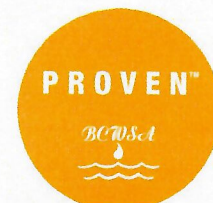
Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the purchase of a 2025 Ford Escape through the COSTARS program for use by the Engineering Department, replacing the Suburban that was previously sold. (memo from BWJ dated 02/26/25 and Client Proposal are attached to the Minute Book)

***-Sewer Service Agreement; Springfield Township-***

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Sewer Service Agreement between BCWSA and Blecker Acquisitions, L.P, associated with the construction of sixteen (16) townhomes requiring the purchase of sixteen (16) EDUs (15 new; 1



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existing) in Springfield Township. (memo from BWJ dated 02/26/25 and agreement are attached to the Minute Book)

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Tri-Party Financial Security Agreement associated with the funding for the above-mentioned project. (memo from BWJ dated 02/26/25 and agreement are attached to the Minute Book)

***-Sewer Service Agreement; Warrington Township-***

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Sewer Service Agreement between BCWSA and Hallmark Homes – Warrington Ridge, LLC, associated with the proposed construction of an eight (8) lot subdivision requiring the purchase of eight (8) EDUs (7 new; 1 existing) in Warrington Township. (memo from BWJ dated 02/26/25 and agreement are attached to the Minute Book)

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Tri-Party Financial Security Agreement associated with the funding for the above-mentioned project. (see memo from BWJ dated 02/26/25 and agreement attached)

***-Sewer Service Agreement; Doylestown Township-***

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Sewer Service Agreement between BCWSA and Lenape Valley Foundation, associated with the proposed construction of an eighteen (18) bed crisis center on the Doylestown Hospital Campus requiring the purchase of eleven (11) EDUs in Doylestown Township. (memo from BWJ dated 02/26/25 and agreement are attached to the Minute Book)

***-Sewer Service Agreement; Doylestown Borough-***

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Sewer Service Agreement between BCWSA and Pecan Properties, LLC, associated with the proposed construction of a three (3) lot subdivision on North Shady Retreat Road requiring the purchase of three (3) EDUs in Doylestown Borough. (memo from BWJ dated 02/26/25 and agreement are attached to the Minute Book)

***-Deed of Dedication & Deed of Easement; Doylestown Borough-***

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Deed of Dedication Agreement and Deed of Easement Agreement between Pecan Properties, LLC and BCWSA, associated with the project located on North Shady Retreat Road in Doylestown Borough. (memo from BWJ dated 02/26/25 and agreements are attached to the Minute Book)



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***- Deed of Dedication & Deed of Easement; Doylestown Township-***

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Deed of Dedication and Deed of Easement Agreements between Better Living Homes and BCWSA, associated with the project located at 300 New Britain Road in Doylestown Township; this is subject to receipt of documents from the builder. (memos from BWJ dated 02/26/25 are attached to the Minute Book)

***-Reservation of Capacity; Springfield Township-***

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the ROC between BCWSA, and 5 Star Venture 1 LP associated with the proposed renovation of two (2) existing warehouse buildings requiring the purchase of seven (7) EDUs (6 new; 1 existing) in Springfield Township. (memo from BWJ dated 02/26/25 and agreement are attached to the Minute Book)

**ENGINEERS REPORT:**

**Gilmore & Associates**

Russel Dunlevy, P.E., reviewed the Engineers Report dated 02/26/25 with the Board of Directors.

**1. Upper Dublin Diversion Pump Station  
BCWSA Contract UDT-14-MC (HVAC)  
Change Order No.1**

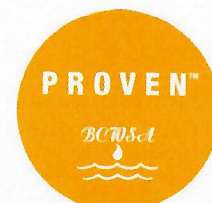
Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved Change Order No.1 from Mechanical Contractor Rogers Mechanical Company for additions and revisions to the specified mechanical contract work, as recommended by the Engineer.

**2. Duke's Root Control CCTV & Cleaning  
Payment Recommendation #7**

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved payment recommendation No. 7 to Duke's Root Control, Inc. (Duke's), associated with the sanitary sewer CCTV inspection and cleaning completed in October and November 2024, as recommended by the Engineer.



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**Consulting Engineer's Report**

Steven Hartman, P.E., reviewed the Consulting Engineers Report dated 02/19/25 with the Board of Directors.

**CENTRAL BUCKS SEWER SYSTEM AREA**

**A. Castle Valley Diversion Booster Pump Station - Contract CB-75B**

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Application and Certificate for Payment No.12 (FINAL) to AJM Electric, Inc. for the release of final retainage, as all punch list items have been completed, as recommended by the consulting Engineer.

**B. Castle Valley Diversion Booster Pump Station - Contract CB-75A**

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved Change Order No.1 (FINAL), incorporating two prior approved Work Change Directives into the General Construction Contract, as recommended by the consulting Engineer.

***Consulting Engineer's Report Continued***

Joseph Jones, P.E., CFM reviewed the Consulting Engineer's report dated 01/07/25 to the Board of Directors.

***Notice of Intent to Award***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously awarding the bid associated with the Wyndmoor Sewer Repairs Project in Springfield Township to the lowest responsive bidder, PACT One, LLC, as recommended by the consulting Engineer.

**SOLICITOR'S REPORT: Scott Holbert, Esquire**

***-Lease Agreement-***

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Lease Agreement between Rise Up Towers Bucks One LLC and BCWSA. (agreement is attached to the Minute Book)



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**CFO's REPORT: Jason Hillaert, CFO**

***-Bills for Payment-***

Jason Hillaert, CFO, presented a List of Bills that were prepared by in-house staff, and he recommended Board approval.

Mr. Schwartz moved, Mr. Richardson seconded the motion that unanimously approved the Bills for Payment dated 02/26/25. (List of bills is attached to the Minute Book)

**OLD BUSINESS: Nothing to Report**

**NEW BUSINESS:**

Mr. Jones advised that the Board would like to consider adding All Trades Mechanical to the approved list of Emergency Contractors for the year 2025. He stated it was one of the items that they looked at and were vetted from the last Board Meeting. Mr. Jones advised that he and the Engineer believe that they can do the work that is necessary for emergency response and would like to amend the list to include them.

Mr. Schwartz moved, Mr. Richardson seconded the motion to amend the list of Emergency Contractors for 2025 to add All Trades.

**ADJOURNMENT:**

There being no further business to be presented to the Board, Mr. Cordisco moved, Mr. Schwartz seconded the motion that unanimously adjourned the meeting.

03-26-25

DATE



SECRETARY

***NEXT REGULAR BOARD MEETING; March 26, 2025, at 9:30 AM***



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**2025 Amended Approved Appointments  
Attachment**

***Solicitor:***

Randall Flager, Flager & Associates

***Special Projects/ Conflict Work***

Jeffrey P. Garton, Esquire  
Curtin & Heefner (Ernest Bucky Closser)  
Grim Biehn & Thatcher (Matthew Hoover)  
Hill Wallack David Truelove, Esquire  
HMS Legal, LLP (Tom Sniscak)  
Obermeyer, Rebmann, Maxwell & Hipple

**Special Projects/Communication Support Services**

Ceisler Media Communications

***Bond Counsel:***

Curtin & Heefner (Ernest Closser)

***Engineer:***

Gilmore & Associates (Russell Dunlevy, PE)

***Special Projects/Conflict Work***

Carroll Engineering Corp. (Steve Hartman)  
Jones Engineering Associates (J. Jones, P.E)  
ACRI Environmental Group  
Gannett Fleming Engineers (Geo Decisions)  
Pennoni Associates (M. Conallen)  
Arro Engineering (Birmingham)  
Remington and Vernick Engineers  
T & M Associates Engineering  
ISEO (Scott Fcasni) (Shock IT)



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**Emergency Contractors List  
Staff/Eng. recommendations**

Almeida & Hudak Contractors  
R&S Generators Contractors  
Joao & Bradley  
Joseph Jingoli & Son  
All Trades Mechanical

***Insurance Brokers:***

USI (Royce Yeager)  
CBIZ (Donna Tremblay)

***Insurance Consultants:***

Insurance Buyers' Council, Inc. (R. Schultz)

***Accounting/Audit Incumbents***

Zelenkofske & Axelrod

***Financial Investment/Advisors: Incumbents***

RBC Capital Markets LLC

***Special Projects***

PFM Asset Management, LLC (Kathy L. Whitman)  
CBIZ (David Reid)

**Authorize attendance of Board Members and Management Employees at 2025**

**Conferences:**

American Water Works Association & Affiliates	(AWWA)
Water Pollution Control Federation	(WPCF)
Pennsylvania Municipal Authorities Assoc.	(PMAA)
Water Environment Federation & Affiliates	(WEF)
International Water Association	(IWA)
National Association of Water Companies	(NAWC)
National Association of Clean Water Agencies	(NACWA)
Society for Human Resource Management	(SHRM)
Government Officers Finance Association	(GFOA)



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Reaffirm the following Banking Institution as the depository for Authority's Accounts as set forth below:

**FULTON BANK**

General Fund  
Daily Deposit Revenue  
NSC  
HRA  
Neshaminy Operating Account

Payroll Account  
Health & Welfare Checking Account  
Sales of Service  
Developers(s) Escrow

**Fulton Trust**

**Sewer System and Water System (Each respectively)**

Revenue Funds  
Settlement Funds  
Bond Redemption & Improvement Funds  
Maintenance Reserve Funds  
Debt Service Funds  
Debt Service Reserve Funds  
Debt Service Reserve Fund Restrictive Yield  
Construction Funds  
Bond Escrow Funds  
Investment Collateral Funds

***Investments/ Line of Credits (LOC)***

Truist Bank (OPEB Trust)

**Authorization to pay invoices before Board approval for the following:**

Collective Bargaining Group Contract Obligations  
Communication Infrastructure



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**2025 Approved Appointments  
Attachment pg. 4**

Compliance with Regulating Agencies (DRBS, PA DEP, Etc.)  
Computer, Billing Services, and Related Items  
Customer Refunds  
Emergency Repairs for Operations  
Fuel Purchases  
Insurance Policies  
Ongoing Repairs & Maintenance  
Operating Expenses Via Credit Card  
Payroll and Related Items  
Purveyors of Water and Sewage Treatment Services  
Recurring Bills Under Contract  
Utilities



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