



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

**PRESENT:** John Cordisco, Michael Schwartz, 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

**TEAMS:** Bryan Allen and Raymond Richardson

**VISIOTRS:** None

**CALL TO ORDER:**

The BCWSA's Chairman, John Cordsico, called the Regular Meeting of the BCWSA to order at 9:30 A.M.

**PLEDGE OF ALLEGIENCE:**

Those present pledged allegiance to the flag.

**PUBLIC COMMENT:**

**MINUTES:**

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Minutes of the BCWSA's Regular Board Meeting of October 22, 2025. (Minutes are attached to the Minute Book)

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

***-Resolution 2025-13-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously adopting BCWSA Resolution 2025-13, which amends the current Collective Bargaining Agreement between BCWSA and The Local 835 Operating Engineers Union, associated with ensuring the Authority can effectively train and retain a workforce with the Commercial Driver's Licenses (CDLs)



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necessary to meet daily operational needs. (memo from BWJ dated 11/26/25 and resolution are attached to the Minute Book)

***-Resolution 2025-14-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously adopting BCWSA Resolution 2025-14, amending the Memorandum of Understanding between BCWSA and American Federation of State County Municipal Employees (AFSCME), associated with updating the dental and vision reimbursement benefits as detailed in the attached memorandum. (memo from BWJ dated 11/26/25 and resolution are attached to the Minute Book)

***-Resolution 2025-15-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously adopting BCWSA Resolution 2025-15, amending the Collective Bargaining Agreement between BCWSA and The Local 835 Operating Engineers Union, associated with updating the dental and vision reimbursement benefits as detailed in the attached memorandum. (memo from BWJ dated 11/26/25 and resolution are attached to the Minute Book)

***-Resolution 2025-16-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously adopting BCWSA Resolution 2025-16, amending the BCWSA Employee Manual Attachment X A-1, associated with updating the dental and vision reimbursement benefits as detailed in the attached memorandum. (memo from BWJ dated 11/26/25 and resolution are attached to the Minute Book)

***-Grinder Pump System Operation and Maintenance Agreement; Plumstead Township-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Grinder Pump System O&M Agreement between BCWSA and Foxlane Homes at Silo Hill, LLC, associated with the long-term operation and maintenance of an owner installed grinder pump system serving 16-lot single family home subdivision connected to a low-pressure sewer system, located on Silo Hill Road in Plumstead Township. (memo from BWJ dated 11/26/25 and agreement are attached to the Minute Book)

***-Reservation of Capacity Agreement; Doylestown Township-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Reservation of Capacity Agreement between BCWSA and Philmont Properties, LP, associated with the construction of a twenty-three (23) lot housing development requiring the purchase of



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twenty-three (23) EDUs (1existing, 22 new), located at 33 Neill Drive in Doylestown Township. (memo from BWJ dated 11/26/25 and agreement are attached to the Minute Book)

***-Reservation of Capacity; Bensalem Township-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Reservation of Capacity Agreement between BCWSA and Bristol Road Comms Associates LLC, associated with construction of a 22,100 square foot mixed-use building for retail and office space requiring the purchase of twenty-nine (29) EDUs (1existing, 28 new), located at 700 Bristol Pike in Bensalem Township. (memo from BWJ dated 11/26/25 and agreement are attached to the Minute Book)

**1. ENGINEERS REPORT:**

***Gilmore & Associates***

Russell Dunlevy, P.E., presented the Engineer's Report dated 11/26/25 to the Board of Directors.

**1. Upper Dublin Diversion Force Main  
BCWSA Contract UDT-14-FM  
Application for Payment No. 5**

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Application for Payment No. 5 to Utility Contractor Joao & Bradley Construction Co. (J&B), for work on the referenced sanitary sewer force main installation project in Upper Dublin Township, as recommended by the Engineer.

**2. Upper Dublin Diversion Pump Station  
BCWSA Contract UDT-14 (GC)  
Application for Payment No. 5**

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Application for Payment No. 5 to General Contractor Eastern Environmental Contractors (EEC), for the referenced sanitary sewage pump station project in Upper Dublin Township, as recommended by the Engineer.

**3. Duke's Root Control CCTV & Cleaning  
Payment Recommendation #10**



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Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the two invoices for payment to Service Contractor Duke's Root Control, Inc. (Duke's), for sanitary sewer CCTV inspection and cleaning completed in September and October 2025, as recommended by the Engineer.

**4. Totem Road Pump Station Grinder Hoist Replacement**

**BCWSA Contract S-114**

**Change Order No. 1**

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the change order request for General Contractor Zimmerman Environmental, LLC (Zimmerman), for work on the referenced sanitary sewage pump station improvement project in Bensalem Township, as recommended by the Engineer.

**5. Totem Road Pump Station Grinder Hoist Replacement**

**BCWSA Contract S-114**

**Application for Payment No. 3**

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Application for Payment No. 3 to General Contractor Zimmerman Environmental, LLC (Zimmerman), for work on the referenced sanitary sewage pump station improvement project in Bensalem Township, as recommended by the Engineer.

**6. Totem Road Pump Station Air Scrubber Replacement**

**BCWSA Contract S-116**

**Recommendation of Award**

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously awarding the referenced contract to the lowest responsive bidder, Municipal Maintenance Co., Inc. (Municipal), as recommended by the Engineer.

***Consulting Engineer's Report; Carroll Engineering Corporation***

Steven Hartman, P.E., presented the Consulting Engineer's Report dated 11/19/25 to the Board of Directors.

**I. CENTRAL BUCKS SEWER SYSTEM AREA**

**A. Durham Ridge Sanitary Sewer Replacement**



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Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Application and Certificate for Payment No. 3 (Final) to Almeida & Hudak Contractors, LLC, for the release of retainage after confirming all punch list items have been addressed, as recommended by the Consulting Engineer.

***Consulting Engineer's Report; Jones Engineering Associates***

Joseph Jones, P.E., presented the Consulting Engineer's Report to the Board of Directors.

**1. Springfield Township Inflow & Infiltration Removal**

**Springfield Township, Bucks County, Pa**

**Contractor Request for Payment #3**

**Project Number: BWSA\_SPFD\_SS24-01**

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Application for Payment No. 3 to PACT One, LLC, associated with the referenced project located in Springfield Township, as recommended by the Consulting Engineer.

**2. Springfield Township Inflow & Infiltration Removal**

**Springfield Township, Bucks County, Pa**

**Contractor Request for Payment #4**

**Project Number: BWSA\_SPFD\_SS24-01**

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Application for Payment No. 4 to PACT One, LLC, associated with the referenced project located in Springfield Township, as recommended by the Consulting Engineer.

**SOLICITORS REPORT:**

Mr. Holbert reported that the Board of Directors met in Executive Session prior to the start of the Board Meeting to discuss one item of litigation and one item of potential litigation. No further action is required by the Board at this time.

Personnel matters were also reviewed during the Executive Session and were addressed under Mr. Jones' report.

***-Permanent Utility and Access Agreement; Middletown Township-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Utility and Access Agreement between Louis A. Mamie and Denise D. Mamie and BCWSA, associated



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with a new utility easement on private property for the relocation of an existing water main for a new township culvert, located at 770 Reetz Ave. in Middletown Township. (memo from BWJ dated 11/26/25 and agreement are attached to the Minute Book)

***-Contractor Services Agreement; Doylestown Borough-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Contractor Services Agreement between BCWSA and SEPTA for the installation of a sewer lateral connection at the SEPTA train station located at 130 Clinton Street in Doylestown Borough, contingent upon receipt of payment and the fully executed agreement. Mr. Cordisco abstained from the motion. (agreement is attached to the Minute Book)

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

***-Bills for Payment-***

Mr. Schwartz moved, Mr. Richardson seconded the motion unanimously approving the Bills and Requisitions dated 11/21/25. (bills are attached to the Minute Book)

***-BCWSA Investment Policy-***

Moved, seconded the motion unanimously approving the BCWSA OPEB Investment Policy. (policy is attached to the Minute Book)

**OLD BUSINESS:**

**NEW BUSINESS:**

Michael Schwartz moved, Ray Richardson seconded the motion unanimously approving the change of the December BCWSA Regular Board Meeting from Wednesday, December 24, at 9:30 AM to Tuesday, December 23 at 9:30 AM.

**ADJOURNMENT:**

12.23.25

**DATE**



**SECRETARY**

***NEXT REGULAR BOARD MEETING: December 23, 2025***



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