

REGULAR MEETING

**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF NOVEMBER 8, 2017**

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Wednesday, November 8, 2017 at 7:30 PM in the Authority's Board Room at the Sewer Authority Office, located at 20 Parklane Drive, Eagleville, PA, pursuant to public notice and posting of time and place of said meeting.

Present were Authority Members:

Mr. Fred Walker, Chairman
Mr. Charles Rose, Vice Chairman
Mr. William Stanczak, Treasurer
Mr. Robert Tschoepe, Secretary

In addition thereto, the following persons were present:

Mr. Alan Rubendall, System Superintendent
Mrs. Lori Connolly, Office Manager
Mr. William Brennan, Solicitor
Mr. Ed Woyden, Engineer
Mr. Peter MacFarland, Liaison

Present was a member of the public not on the Agenda:

Mrs. Leah Baird

CALL TO ORDER

The Chairman called the meeting to order at 7:30 PM and led everyone in the Pledge of Allegiance.

The Chairman stated that there was an Executive Session prior to the meeting to discuss legal issues.

MINUTES

The minutes of the October 11, 2017 meeting were presented. Upon motion of Mr. Rose, seconded by Mr. Stanczak and unanimously carried, the reading of the minutes was waived and approved.

TREASURER'S REPORT

Mr. Stanczak presented to the Board the bills to be paid from the Revenue & Administration Account and Capital Improvement Account.

Upon motion of Mr. Stanczak seconded by Mr. Tschoepe and unanimously carried, the Board approved payment of the Revenue & Administration bills hereto marked as Exhibit "A", and the Capital Improvement bills hereto marked as Exhibit "B".

PERSONNEL

Maintenance Employee

Mr. Tschoepe reported to the Board that six interviews are scheduled for the Sewer Labor Position.

The Chairman asked if the Board would like to interview with any of the candidates.

After discussion, it was decided that Mr. Tschoepe and Mr. Stanczak would participate in the second interviews of the final two candidates.

EQUIPMENT & BUILDING

Mr. Rubendall stated to the Board the Township's Department of Public Works did not want the Crane Truck. It will be sent to Auction.

CAPITAL PROJECTS

Sanitary Sewer Replacement

The Chairman stated to the Board that he would like to have discussion on next year's work so it can be put out to bid in early 2018 so that the work can begin in early summer. Mr. Rose responded that he would discuss this with Mr. Rubendall.

EDU SALES

A motion was made by the Chairman, seconded by Mr. Tschoepe and unanimously carried to approve the one EDU requested for 412 Ashley Circle and eighty-eight EDUs requested Stoneridge Acquisitions for River Road/Germantown Pike.

SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT "C"

There were no questions on the System Superintendent's Report.

Cherry Lane

Mr. Rubendall stated to the Board that he received a price of \$3883.27 for parts to replace the air vacuum release chamber at the Grange Avenue Pump Station. The work would be done by the Sewer Authority.

A motion was made by Mr. Stanczak, seconded by Mr. Rose and unanimously carried, to authorize the purchase of parts to replace the air vacuum release chamber.

LPVRS

Mr. MacFarland reported to the Board with regard to the Lower Perkiomen Valley Regional Sewer Authority that the Middle Interceptor Project continues to move forward.

TOWNSHIP LIAISON

Mr. MacFarland stated to the Board that the Sewer Authority Board vacancy will be filled at the January Re-organization Meeting. The Supervisor's also discussed and suggested that the Sewer Authority present the activity & provide a communication update at a Supervisor Meeting in the spring for the public's information.

ENGINEER'S REPORT - EXHIBIT "D"

There were no questions on the Engineer's Report.

Sanitary Sewer Replacement

Mr. Woyden stated that the Sanitary Sewer Replacement Project is progressing. Approximately 8,236 LF of main, 4,020 LF of 6 inch and 4 inch pipe and 31 manholes have been replaced as of Estimate #3 which Mr. Woyden requested a motion for payment.

A motion was made by Mr. Rose, seconded by Mr. Stanczak and unanimously carried, to authorize the Chairman to sign Payment Estimate #3 for the Sanitary Sewer Replacement Project with PACT One, LLC.

There was discussion of the work at Summit Avenue and Walker Lane as to whether it should be deferred to the summer due to the concerns of the school.

A motion was made by Mr. Tschoepe, seconded by Mr. Stanczak and unanimously carried, to direct the Authority Engineer to determine the cost of adjustment to defer the work at Summit Avenue and to add the additional work for the extension of Oaklyn Avenue.

Mrs. Connolly was directed to coordinate a Special Meeting for the week of November 13, 2017.

ATTORNEY'S REPORT

No written report was submitted.

Mr. Brennan reported that all of his comments on legal matters had been previously discussed in Executive Session.

OLD BUSINESS

EDU OVERUSAGE UPDATE

Mr. Rubendall stated to the Board that 13 new accounts are over their allowable EDU limit and letters have been sent out.

CAPACITY RIGHTS AGREEMENT COMPLIANCE

Mr. Rubendall stated that he sent a letter to the Lower Perkiomen Valley Regional Sewer Authority advising them that they are not in compliance with the Agreement. Mr. McGann responded to Mr. Rubendall that he did not have a problem with that and would change the instructions on the website.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:27 PM by motion of Mr. Rose, seconded by Mr. Stanczak and unanimously carried.


Secretary

BILLS PAID FROM REV. & ADMIN.

NOVEMBER 8, 2017 BOARD MEETING

AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS	15.00
AMS	COMPUTER BILLING: MONTHLY MAINT, BACK-UP	234.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS	65.06
BUTERA, BEAUSANG, COHEN & BRENNAN	LAWYER FEES: MONTH OF OCTOBER	825.00
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING	280.00
COMPLETE DOCUMENT SOLUTIONS	ADMINISTRATION: COPIES FOR THE MONTH OF SEPTEMBER	88.70
COLONIAL ELECTRIC SUPPLY	PUMP STATION MAINT: WIRE FOR WALKER LN REPAIR	174.15
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY	346.37
CREAMERY TIRE	TRUCK & EQUIPMENT MAINT: CREAMERY TIRE	10.00
DELAGE LANDEN	ADMINISTRATION: XEROX COPIER	248.32
GANNETT FLEMING, INC.	ENGINEERING FEES / REF FEES: SEPTEMBER 2, 2017 THROUGH SEPTEMBER 29, 2017	4197.84
HADLEY, KEITH	HOSPITALIZATION: REIMBURSEMENT OF COPAY	220.00
HOME DEPOT	TRUCK & EQUIPMENT EXPENSES / PUMP STATION MAINT:	435.21
HOMER GROUP	ADMINISTRATION: NAME STAMP	23.28
HORIZON WASTE SERVICE	OPERATING EXPENSES: TRASH REMOVAL	80.00
LPVRS	TREATMENT CHARGES	162,552.00
NAPA AUTO PARTS	PUMP STATION MAINT: FUEL TRATMENT FOR GENERATORS	54.95
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE	87.69
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING	143.99
PECO	GAS & ELECTRIC	3,184.57
PENNDOT	OPERATING EXPENSES: HIGHWAY OCCUPANCY INSPECTION	58.47
PRIMEPAY	ADMINISTRATION: PAYROLL PROCESSING	181.88
RCL SUPPLY	PUMP STATION MAINT: HEATER FOR STATIONS	369.00
RICHTER OFFICE SUPPLY	ADMINISTRATION: DOCUMENT RECYCLE	65.00
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER FOR SHOP	25.00
STAPLES	ADMINISTRATION: XEROX COPIER	338.22
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING	203.46
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM	573.44
USPS	POSTAGE	294.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS	850.00
VERIZON	TELEPHONE: OFFICE FIOS	263.18
VERIZON	TELEPHONE: OFFICE INTERNET	94.99
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES	339.34
WELLS FARGO	DEBT SERVICE: INTEREST [AUTO DEBIT]	4531.37
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT	288.36
LPTSA	PAYROLL [TRANSFERRED]	45000.00
LPTSA	PETTY CASH	94.78
INDEPENDENCE BLUE CROSS	HOSPITALIZATION: DECEMBER PREMIUM	7937.56
	TOTAL	234774.18

BILLS PAID FROM CAPITAL IMPROVEMENT**NOVEMBER 8, 2017 BOARD MEETING**

GANNETT FLEMING

ENGINEERING I/I: SEPTEMBER 2, 2017 THROUGH SEPTEMBER 29, 2017

30311.64

PACT ONE, LLC

REPLACEMENT OF SYSTEM PAYMENT #3

360118.23

TOTAL 390429.87

SYSTEM SUPERINTENDENT'S REPORT

NOVEMBER 2017

FOR WORK DONE OCTOBER 1, 2017 – OCTOBER 31, 2017

SEWER AUTHORITY PROJECTS:

Pact has completed all sewer manholes, mains and laterals on Wayne, Brant, Evans and Henry. They are now on Oaklyn Avenue and all mains and manholes are replaced and they are now replacing the laterals up to the trap. The next stage of the project is Summit and Walker Lane. We went out and flipped manhole lids on sewer system below Trooper, Wayne, Mann and Henry and it seems the work had a major impact on the I/I in that area after a weekend of rain.

We had JT Sealy come in and install new soft start controls for both pumps at Providence Crossing Pump Station due to the age and the problems the old ones have caused us in the past year.

I spoke to Sands Ford about the Crane truck and they informed me that there was an issue with the wiring of the safety lights and we will be getting it delivered as soon as they get it done.

We sent 13 new commercial customer letters out about EDU overuse and at this point we had 8 responses that said they will look into it and get back to us. We also sent reminder letters to all the Commercial customers that already received overuse letters and are still overusing their EDU allocation.

DEVELOPER PROJECTS:

The plans and approvals are still moving along to connect Providence Place, Audubon Bird Sanctuary, Evansburg Tract, LIDL operations at old Norristown Ford building, and Brynwood Manors at Superior Tube

MISCELLANEOUS PROJECTS:

We are starting job interviews for the new employee on Tuesday. We have six appointments for interviews as of now.

The paving is completed on both Circle Drive and Providence Road. We only had to raise two manholes on those roads.

I check on projects and maintenance employees in the field daily, in addition to assisting maintenance personnel in the field as needed. I try to check on Pact One and our inspector every morning before going to office for the day.

MAINTENANCE DEPARTMENT:

In addition to the daily inspection and maintenance of the pumping stations, the Maintenance Department:

- Responded to 156 locations (PA One Calls).
- Removed two dead trees at Walker Lane Station.
- Repaired coolant leak on generator at Mile Hill Station.
- Set transducer height and calibrated overflow counters at Providence Crossing, Walker Lane, Trooper Rd and Audubon Road Stations.
- Replaced weather stripping and repaired control cabinet doors at Evansburg Station.
- Responded to abnormal wet well call at Cross Keys Station. After investigating found transducer to be faulty and replaced with new one.
- Added fuel stabilizer to all generators and bypass pumps.
- Replaced faulty level tracker at Evansburg Station.
- Replaced control cabinet heaters at Walker Lane, Mile Hill, Moyer Rd, and Evansburg Stations.
- Found leaking manhole on Audubon Rd. Repaired exterior with concrete, mortared and epoxied interior casting and cone.
- Removed fallen branch from office employee parking lot.
- Raised Manholes on Circle Drive and Providence Rd for road paving project.
- Performed visual I.N.I inspections of areas related to Providence Crossing, Trooper Rd, Walker Lane and Audubon Rd Stations.
- Ran sewer cleaner on Oaklyn R.O.W manhole 347 to 91 found heavy roots.
- Ran sewer cleaner on Pinetown R.O.W manhole 507 to 505 found medium roots.
- Responded to customer complaint of sewer backup in home at 63 Oaklyn Ave. After investigating found problem to be homeowner issue.
- Inspected new sewer lateral connection at 3810 Brynwood Estates.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	303	248
Vacation hours	16	0
Sick / Personal hours	1	72
Holiday hours	0	0
Overtime	8	0
Part-time hours	0 (George)	76 (Eileen)
Special Projects hours	4 (Tom)	56 (Brandi)
Job related injury hours	0	0

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
November 8, 2017

<u>Job No.</u>	<u>Description</u>		<u>Services Performed</u>
52361.108	Mine Run CAP	-	Updated drainage basins on most recent CMP and transmitted to the PA DEP.
52361.129	Intersection Improvements – Park Ave, Eagleville & Crawford Roads	-	Transmitted review letter to McMahon Associates regarding the proposed roadway alignment plans on October 29, 2017.
52361.134	Replacement of Sanitary Sewer	- -	Construction work is progressing. Approximately 8,236 LF of main, 4,020 LF of 6” and 4” pipe and 31 manholes have been replaced as of Estimate No.3.
52361.220	Providence Place	-	Transmitted review letter to E.B. Walsh & Associates, Inc. on October 31, 2017.
52361.225	412 Ashley Circle	-	Transmitted review letter to Bereck and Smith Engineering, Inc. on October 25, 2017.