

**REGULAR MEETING**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**MINUTES OF MARCH 11, 2019**

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, March 11, 2019, at 6:00 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. Doug Hager, Treasurer; Mr. Jason Sorgini, Asst. 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.

Present was a member of the public not on the Agenda: Ms. Leah Baird

**CALL TO ORDER**

The Chairman called the meeting to order at 6:00 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.

The Chairman stated that Mr. Hager was present however, he excused himself for remainder of the meeting.

**MINUTES**

The minutes of the February 11, 2019 meeting were presented. Upon motion of Mr. Rose, seconded by Mr. Sorgini and carried, the reading of the minutes was waived and approved. Mr. Tschoepe abstained from voting as he was not at that meeting.

**TREASURER'S REPORT**

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

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

**STATEMENTS OF OPERATION**

Mr. Sorgini presented the February Statements of Operation to the Board for approval.

Upon motion of Mr. Sorgini seconded by Mr. Tschoepe and unanimously carried, the Board approved the February Statements of Operation.

**PERSONNEL**

Mr. Tschoepe stated to the Board that the Authority received an email from a resident regarding Michael Hangenbach. The resident complimented that Mike was very professional, courteous and an asset to the Sewer Authority.

**EQUIPMENT & BUILDING**

Mr. Sorgini reported to the Board that the pump at Audubon Road Station needs to be replaced, a new check valve is needed at Audubon Square and muffin monster needs to be rebuilt at Evansburg Road Station.

**BUDGET & RATES**

The Chairman stated to the Board that a Finance Meeting was held earlier in the month with himself, Doug Hager, William Stanczak, Alan Rubendall and Lori Connolly. A Budget Prep Meeting will be held on March 27th.

**EDU SALES**

A motion was made by Mr. Rose, seconded by Mr. Tschoepe and unanimously carried to approve 1 EDU for 1423 Catherine Street, 1 EDU for 1424 Gertrude Avenue, 21 EDUs for Audubon Square Shopping Center and 1 EDU for 3756 Ridge Pike.

**ENGINEER'S REPORT - EXHIBIT "B"**

There were no questions on the Engineer's Report.

**SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT "C"**

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

**EDU Overusage Update**

Mr. Rubendall presented to the Board a spreadsheet with an update of the project to date.

**ATTORNEY'S REPORT**

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

**OLD BUSINESS**

**Line of Credit**

The Chairman presented to the Board the information Mrs. Connolly gathered for the line of credit. After discussion, the Board agreed they would wait to proceed if the need arises.

**NEW BUSINESS**

**Properties on Well**

The Board directed Mr. Brennan to look into and provide recommendations on how these delinquent accounts can be handled.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 6:32 PM by motion of Mr. Rose, seconded by Mr. Tschoepe and unanimously carried.

  
Secretary

<b>BILLS PAID FROM REV. &amp; ADMIN.</b>		<b>MARCH 11, 219 BOARD MEETING</b>	
ADVANCE AUTO PARTS	TRUCK & EQUIPMENT MAINT: OIL		21.15
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		16.78
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE		254.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
BERGEY'S AUTO REPAIR	TRUCK & EQUIPMENT MAINT: MIRROR FOR TRUCK		97.18
BUTERA, BEAUSANG, COHEN & BRENNAN	LAWYER FEES / SPECIAL PROJECTS: MONTH OF FEBRUARY		3283.50
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		280.00
CLARK INDUSTRIAL SUPPLY	TRUCK & EQUIPMENT MAINT: PARTS FOR SEWER CLEANER		27.66
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		279.63
CORE & MAIN	PUMP STATION MAINT: CHECK VALVE FOR WALKER LANE PS		1480.12
DECKMAN ELECTRIC, INC.	PUMP STATION MAINT: REBUILD PUMP FOR AUDUBON SQUARE		6280.00
DELAGE LANDEN	ADMINISTRATION: XEROX COPIER		318.00
GANNETT FLEMING, INC.	ENGINEERING FEES / REF / SPECIAL PROJECTS: DECEMBER 29, 2018 - FEBRUARY 1, 2019		12516.55
HADLEY, KEITH	HOSPITALIZATION: REIMBURSEMENT OF COPAY		55.00
HOME DEPOT	BUILDING OPERATION & MAINT: MATERIALS TO REPAIR BOARD ROOM PIPE LEAK		523.49
INDUSTRIAL CHEM LABS	PUMP STATION MAINT: DEGREASER FOR ST. GABE PS		286.91
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		70.00
LPVRS	TREATMENT CHARGES		189870.00
MACK SERVICES GROUP	BUILDING OPERATION & MAINT: HEATING OIL		187.71
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE MARCH		50.00
NAPA AUTO PARTS	TRUCK & EQUIPMENT MAINT: FILTER, OIL		18.33
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		180.74
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		176.22
PECO	GAS & ELECTRIC		6087.82
PRIMEPAY	ADMINISTRATION: PAYROLL PROCESSING		197.07
RCL SUPPLY	PUMP STATION MAINT: CONTACTORS FOR SMITH ROAD PS		270.00
REYNOLDS, PITTLNER & ASSOCIATES	ACCOUNTING: FEBRUARY STATEMENTS		300.00
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMINISTRATION: DOCUMENT DESTRUCTION		65.00
RUBENDALL AUTO REPAIR	TRUCK & EQUIPMENT MAINT: INSPECTION, REPAIR TAILLIGHT WIRE		60.00
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		504.45
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM		542.86
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		863.53
VERIZON	TELEPHONE: OFFICE FIOS		217.07
VERIZON	TELEPHONE: OFFICE INTERNET		94.99
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		275.35
WELLS FARGO	DEBT SERVICE: INTEREST	[AUTO DEBIT]	3649.53
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT		483.71
LPTSA	PAYROLL	[TRANSFERRED]	40,000.00
UNITED HEALTHCARE	HOSPITALIZATION: APRIL PREMIUM		6535.70
		<b>TOTAL</b>	<b>276485.11</b>
<b>BILLS PAID FROM CAPITAL RESERVE</b>			
LPVRS	CAPACITY PERMITS		8010.00
		<b>TOTAL</b>	<b>8010.00</b>
<b>BILLS PAID FROM CAPITAL IMPROVEMENT</b>			
GANNETT FLEMING	ENGINEERING FEES: DECEMBER 29, 218 - FEBRUARY 1, 2019		9771.34
		<b>TOTAL</b>	<b>9771.34</b>

**GANNETT FLEMING'S REPORT**  
**for the**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**March 12, 2019**

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
52361.103	Chapter 94 Report	- Preparing information for the LPVRS Chapter 94 report to the PA DEP.
52361.108	Mine Run CAP/CMP	- Develop spreadsheet to input pump run times and calculate pumping station flows. - Developing response to PA DEP request for information.
52361.143	Update CIP	- Sent Final Capital Projects list with cost estimates to Authority on March 7, 2019.
52361.220	Providence Place	- Reviewed information from developer. Emailed our opinions to the Authority March 3, 2019.
52361.236	Dunkin Donuts	- Contacted PADEP to address Sewage Planning questions.
52361.239	Liberty Sub. – N. Park Ave	- Contacted PADEP to address Sewage Planning questions.
52361.246	Backyard Winery	- Review of plans. Transmitted review letter to Design Engineer on February 27, 2019.
52361.247	28 Eagleville Road	- Review of plans. Transmitted draft review letter to Alan on February 27, 2019. - Transmitted review letter to Design Engineer on March 6, 2019.

## SYSTEM SUPERINTENDENT'S REPORT

MARCH 2019

FOR WORK DONE FEBRUARY 1, 2019 – FEBRUARY 28, 2019

### SEWER AUTHORITY PROJECTS:

JOAO & BRADLEY came out to Village Green sewer project due to a cleanup punch list we gave them and they completed everything on our list to get us through the winter months until they do final restorations in the spring.

We met with our Insurance company Representative to go over our Policy and coverage and we also spoke to them about our claim adjustment needed on our Smith Road Pump Station Damage.

The Board Room bathroom is completed and back in working condition. We made a few changes On how the water line was ran to avoid it from freezing again.

WE took the Muffin Monster out of Evansburg station and took it to Deckmans to get Quotes for the repair and also a price to replace the unit.

Audubon Square Pump Station called out in alarm and when we went out to check on the problem it turned out to be a check valve problem where it wasn't closing and every time the pump shut off the force main would drain back into wet well causing the wet well to rise and go into high level and callout. We are getting quotes for the replacement parts to repair the old valve in place and also a quote to replace the complete valve then we'll decide on the best option.

Audubon Road Pump Station also called out in alarm and when we checked out the issue at that station we found one of the pumps has failed. We pulled the pump and sent it out to be checked out and found it is beyond repair and needs to be replaced.

Mr Rehab came out and met with us to look at all the areas that will be paved this year by the Township and also the State paving Projects to give us a quote on Acoustic sounding of the sewer main in those areas.

### DEVELOPER PROJECTS:

**Brynwood Manors:** 139 units. 88 EDUs were purchased. 51 EDUs need to be purchased in the second phase. As of now they are scheduled to start phase 2 in 2020.

**Providence Place:** 160 units. 61 units were allocated. 19 EDUs need to be purchased in the second phase. As of now they are schedule to start phase 2 in 2020.

**Moscariello:** 30 units + 2 commercial building Subdivision at Crosskeys and Ridge Pike. Plans are being reviewed by Gannett Flemming. 32 EDUs possibly more (commercial) need to be purchased.

**Anderko subdivision:** 8 units at Crawford and South Park 7 EDUs still need to be purchased 1 of the 8 lots has an existing house with an existing EDU.

**1558 Second Street of Washington Blvd:** Single existing home. Waiting for easement plans from their Engineer and lateral drawing plans to send to Gannett and Fleming for review. 1 EDU needs to be purchased

**3829 Yerkes Road:** 3 house subdivision. Plans are under review at Gannett and Flemming's office. 3 EDUs will need to be purchased

**207 Rogers Road:** 1 house subdivision plans are going to be sent to Gannett and Flemming's office for review. 1 EDU will need to be purchased

EXHIBIT "C"

**MAINTENANCE DEPARTMENT:**

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

- Responded to 139 locations (PA One Calls).
- Installed new six inch check valve at Walker Lane Station.
- Called all stations fault callers to confirm proper operation found St Gabes not responding. Confirmed problem was a Verizon issue had them repair phone line.
- Routine station check at Audubon Rd exposed a problem with pump one. Investigation revealed impeller broken where pump shaft is connected. Took pump and volute to be checked and possibly serviced had new impeller ordered.
- Replaced Faulty Auxiliary contactor at smith rd.
- Found Muffin Monster at Evansburg station not operating correctly. Removed unit and sent out to be serviced.
- Exercised/rotated all Gate valves at main crossings.
- Repaired water leak in bathroom at office. In addition to repair of leak also addressed and resolved all associated damage caused by the leak.
- Changed oil and filter on unit one.
- Prepared for paving projects by measuring sewer main in proposed areas for acoustical sounding. Also counted and recorded number of manhole castings to be raised.
- Repaired roof leak at office around bathroom vent pipe.
- Videoed R.O.W off of Soni Drive to determine location of lateral for future construction.
- Plunged and cleared lateral at 2 Pheasant Rd.
- Inspected repair at 59 Featherbed Rd.

**DEPARTMENT INFORMATION:**

	Maintenance	Administration
Regular hours worked	424	256
PTO hours	8	48
Holiday hours	24	16
Overtime	40	n/a
Part-time hours		95
Special Projects hours		49
Job related injury hours	0	0