

REGULAR MEETING
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF APRIL 8, 2019

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, April 8, 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. Doug Hager, Treasurer; Mr. Jason Sorgini, Asst. Treasurer; Mr. Robert Tschoepe, Secretary

Absent was Authority Member:

Mr. Charles Rose, Vice Chairman

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.

CALL TO ORDER

The Chairman called the meeting to order at 6:17 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 March 11, 2019 meeting were presented. Upon motion of Mr. Tschoepe, seconded by Mr. Sorgini and unanimously carried, the reading of the minutes was waived and approved.

TREASURER'S REPORT

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

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

PERSONNEL

Healthcare Renewal

Mr. Tschoepe stated he, Mr. Hager, Mr. Rubendall and Mrs. Connolly had an opportunity to review the health insurance plans.

After discussion, a motion was made by Mr. Tschoepe, seconded by Mr. Hager and unanimously carried to approve a health insurance plan not to exceed a 13% increase over the 2018 rates.

EQUIPMENT & BUILDING

Mr. Sorgini reported to the Board that in addition to the muffin monster that needs to be rebuilt at Evansburg Road Pump Station, both shafts are damaged and need to be replaced.

BUDGET & RATES

Mr. Hager stated to the Board that a Budget Prep Meeting was held and a Preliminary Budget will be presented in May.

EDU SALES

A motion was made by Mr. Hager, seconded by Mr. Tschoepe and unanimously carried to approve 1 EDU for 2601 Egypt Road, 4 EDUs for 2626 Van Buren Avenue and 3 EDUs for 901 Jefferson Avenue.

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.

Testing of Sewers on Township Roads to be Paved

Mr. Rubendall asked the Board if they would like the acoustical testing to be done on the Township Roads before they are paved in 2019/2020 to see if any problems are found.

After discussion, the Board agreed that this is a good preventative measure and would like it to be done.

ATTORNEY'S REPORT

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

OLD BUSINESS

Properties on Wells

Mr. Brennan stated to the Board that he sent a letter to all of the delinquent accounts on wells. He also looked into the Writ of Scire Facias as a way to handle the delinquent accounts on wells.

After discussion, the Board directed Mr. Brennan to look into if the Authority can claim all legal fees and costs incurred. Mr. Brennan did state that the Board would have to initially put up the funds.

A motion was made by Mr. Tschoepe, seconded by Mr. Sorgini and unanimously carried directing the Solicitor to proceed with the appropriate Scire Facias Proceedings provided the fees and costs can be recovered by the Authority.

NEW BUSINESS

Properties with Water that is Off

Mr. Brennan was directed to send a letter to all of the accounts that the water is off and they are not paying.

EXECUTIVE SESSION

The Chairman called for an Executive Session to discuss personnel matters.

Upon motion of Mr. Sorgini, seconded by Mr. Hager and unanimously carried, the Board went into Executive Session at 6:50 PM.

Upon motion of Mr. Hager seconded by Mr. Sorgini and unanimously carried, the Board came out of Executive Session at 7:20 PM.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:20 PM by motion of Mr. Tschoepe, seconded by Mr. Sorgini and unanimously carried.


Secretary

BILLS PAID FROM REV. & ADMIN.		APRIL 8, 2019 BOARD MEETING	
ADVANCE AUTO PARTS	TRUCK & EQUIPMENT MAINT: OIL, OIL FILTERS		89.13
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		17.41
AMS	COMPUTER BILLING/POSTAGE: MONTHLY MAINTENANCE, PREPARE BILLING QUARTER		4,499.76
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
BUTERA, BEAUSANG, COHEN & BRENNAN	LAWYER FEES / SPECIAL PROJECTS / RLF: MONTH OF MARCH		4792.70
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		350.00
COLONIAL ELECTRIC	PUMP STATION MAINT: GROUND LUG FOR WALKER LANE PS		60.19
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		613.53
CREAMERY TIRE	TRUCK & EQUIPMENT MAINT: TIRES (6) FOR TRUCK		1152.00
DELAKE LANDEN	ADMINISTRATION: XEROX COPIER		318.00
EAGLEVILLE FENCE	PUMP STATION MAINT: FENCE REPAIR		1998.00
GANNETT FLEMING, INC.	ENGINEERING FEES / REF / SPECIAL PROJECTS: FEBRUARY 2, 2019 - MARCH 1, 2019		11389.79
HAYES INDUSTRIES	PUMP STATION MAINT: BRACKETS FOR FORCE MAIN REPAIR		258.60
HOME DEPOT	TRUCK & EQUIPMENT MAINT / OPERATING EXPENSES		84.33
HOMER GROUP	ADMINISTRATION: ACCOUNT CARDS, ENVELOPE PRINTING		270.13
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		70.00
JWC ENVIRONMENTAL INC	PUMP STATION MAINT: MUFFIN MONSTER FOR EVANSBURG PUMP STATION		5978.79
LPVRS	TREATMENT CHARGES		189870.00
MACK SERVICES GROUP	BUILDING OPERATION & MAINT: HEATING OIL		470.42
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE MARCH		50.00
NABCO	INSURANCE: LIFE, SHORT / LONG TERM DISABILITY APRIL, MAY JUNE PREMIUM		1,941.54
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		96.81
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		185.79
PECO	GAS & ELECTRIC		5698.20
PRIMEPAY	ADMINISTRATION: PAYROLL PROCESSING		310.07
RICHTER OFFICE SUPPLY COMPANY, INC.	OFFICE SUPPLY: FILE FOLDERS, BINDER PAPER		25.23
RUBENDALL AUTO REPAIR	TRUCK & EQUIPMENT MAINT: INSPECTION, OIL CHANGE		132.00
SIANA BELLWOAR & MCANDREW, LLP	LAWYER FEES / SPECIAL PROJECTS: MONTH OF MARCH		78.50
STAPLES	OFFICE EQUIPMENT:		100.89
SHARP WATER CULLIGAN	OPERATING EXPENSES: COOLER RENTAL, WATER		43.00
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		403.56
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM		542.86
USPS	POSTAGE		275.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		862.31
VERIZON	TELEPHONE: OFFICE FIOS		216.67
VERIZON	TELEPHONE: OFFICE INTERNET		94.99
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		275.35
WELLS FARGO	DEBT SERVICE: INTEREST / PRINCIPAL	[AUTO DEBIT]	705649.53
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT		1180.97
LPTSA	PAYROLL	[TRANSFERRED]	35,000.00
LPTSA	PETTY CASH		110.02
UNITED HEALTHCARE	HOSPITALIZATION: MAY PREMIUM		6535.70
TOTAL			982156.83
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		21360.00
TOTAL			21360.00
BILLS PAID FROM CAPITAL IMPROVEMENT			
GANNETT FLEMING	ENGINEERING FEES: DECEMBER 29, 2018 - FEBRUARY 1, 2019		9771.34
PENNDOT	PAVING: EAGLEILLE ROAD		18144.00
TOTAL			18144.00

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
April 8, 2019

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
52361.103	Chapter 94 Report	- Transmitted the Chapter 94 report to the LPVRSa on March 19, 2019.
52361.108	Mine Run CAP/CMP	- Develop spreadsheet to input pump run times and calculate pumping station flows. - Develop spread sheet of historic flow information.
52361.140	2018 Sewer Project	- Contact with Contractor to request schedule to perform punch list work and finalize contract.
52361.208	Audubon Square 5	- Plans were received March 26, 2019 for review. Review pending receipt of PSA.
52361.223	35 Evansburg Road	- Sanitary sewer testing performed April 1 and 2, 2019.
52361.239	Liberty Dev.-N. Park Ave	- Planning Module received March 29, 2019 for review.
52361.243	3829 Yerkes Road	- Plans were received March 11, 2019 for review.
52361.246	Backyard Winery	- Review of plans and planning module. Transmitted review letter to Design Engineer on March 20, 2019 and March 29, 2019. - Revised plans received April 1, 2019.
52361.247	28 Eagleville Road	- Plans were received April 2, 2019 for review.
52361.248	St. Andrew's Lutheran Church	- Plans were received March 8, 2019 for review. - Review pending receipt of PSA.

SYSTEM SUPERINTENDENT'S REPORT

APRIL 2019

FOR WORK DONE MARCH 1, 2019 – MARCH 31, 2019

SEWER AUTHORITY PROJECTS:

We took the Muffin Monster out of Evansburg Station and took it to Deckmans and ordered the parts for the repair and dropped them off so they can rebuild it. When they got deeper into the project they found both shafts are damaged and also need replacing. We ordered the shafts and we are waiting for delivery to complete the rebuild.

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 ordered the new parts to rebuild the valve while it's still in place.

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 Deckmans to be checked out and found it's beyond repair and needs to be replaced. We ordered a new pump to replace it.

We have been running the sewer cleaner pretty hard lately due to the fact that it's the time of the year that the leader roots are reaching out for the new growth of trees and seems to be the time of year we get most our blockage issues in our sewer mains. We ran the root cutter and cleaned 6,500 foot of sewer main. Mostly Right Of Ways in the wooded 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

MAINTENANCE DEPARTMENT:

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

- Responded to 169 locations (PA One Calls).
- Responded to call of pump one failure at Walker Lane Station. Inspection revealed a problem with pump one soft starting unit. Pump one and two soft starts were swapped around and problem followed unit. After a lengthy shutdown period the faulty unit began operating again possible overheating issue. Both pumps were put back online and issue will continue to be observed.
- Routine checks of Audubon Square Station showed uneven run times on pumps. Inspection showed pump two had a faulty check valve repair is awaiting parts.
- Exercising of valves at Smith Rd station revealed six inch force main moving at compression fitting when pump operated. Had brackets fabricated and installed them to eliminate this problem.
- Exercising of shutoff valves at Grange Avenue station exposed one shutoff not operational. Unit was disassembled cleaned and reassembled now is fine.
- Routine station checks revealed issue with pump one at Grange Avenue. Pump one had a cracked volute pump was sent out for repair and spare was installed.
- Routine station checks showed pump two at Old Baptist Station running excessively. Inspection showed pump had a bad flange gasket. Gasket was replaced problem was resolved.
- Cleared blockages in both pumps at Evansburg Station.
- Cleared Blockage in pump one at Audubon Square.
- Ran root cutter on Sunnyside Avenue from MH67 to MH 77 2000' of main.
- Cleaned all sewer main on Lauman Avenue 1,770' of main.
- Cleaned all sewer main on Fairview Avenue 1,270' of main.
- Cleaned sewer R.O.W off Barry Ave from Mh284-Mh71 on Sunnyside Ave 580' of main.
- Videoed sewer main at St Gabriel's to determine source of excessive flow. One very active lateral connection was found. The school's maintenance department was contacted source of flow is still being determined.
- Repaired Gas Heater at shop garage unit had a faulty thermocouple.
- Collected deductible water meter readings.
- Plunge and clear lateral at 5004 Cold Springs Dr.
- Plunge and clear lateral at 696 Sunny Side Ave.
- Plunge and clear lateral at 565 Deerfield Dr.
- Inspected reconnection of sewer lateral at 2821 Egypt Rd.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	488	280
PTO hours	16	56
Holiday hours		0
Overtime	16	n/a
Part-time hours		47.5
Special Projects hours		35
Job related injury hours	0	0