

REGULAR MEETING
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF MAY 13, 2019

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, May 13, 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. Eric Frey, Solicitor, Mr. Ed Woyden, Engineer.

Present was a member of the public on the Agenda:

Lucien Calhoun

Present were members of the public not on the Agenda:

William Stanczak, Peter McFarland, Lea Baird

CALL TO ORDER

The Chairman called the meeting to order at 6:00PM and led everyone in the Pledge of Allegiance.

The Chairman made a motion to terminate the law firm of Butera, Beausang, Cohen & Brennan and to appoint the law offices of Dischell Bartle Dooley at the rates quoted in his proposal. The motion was seconded by Mr. Hager and unanimously carried.

MINUTES

The minutes of the April 8, 2019 meeting were presented. Upon motion of Mr. Rose, seconded by Mr. Tschoepe 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 March and April 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 and April Statements of Operation.

PERSONNEL

Healthcare Renewal

Mr. Tschoepe stated to the Board that the Board approved an insurance plan not to exceed a 13% increase over the 2018 rates. He and Mr. Hager reviewed the plans and chose an HMO plan with a 6% decrease from the 2018 prices. The co-pays are slightly higher and each employee was made aware of the plan

changes. In addition, Mr. Tschoepe asked the Solicitor to review the insurance document signed by the employees to make sure it was legal.

Employee Increase

Mr. Tschoepe stated to the Board that the Employee Evaluations were completed and he presented to the Board the salary increases to be approved at the June Board meeting.

EQUIPMENT & BUILDING

Mr. Sorgini stated to the Board that the Muffin Monster that was rebuilt for Evansburg Road Pump Station has been installed. Audubon Square Pump Station is still running on one pump as there was an issue with the parts. Alan is working to get this resolved. Lastly, the new pump that was ordered for Audubon Road Pump Station was delivered and when it was being installed they found the manufacturer changed the design of the Volute and Flanges. These will need to be adapted to fit the station.

BUDGET

Mr. Hager stated to the Board that he, Mr. Sorgini, Mr. Rubendall and Mrs. Connolly met a few times to discuss the Preliminary Budget and presented copies to the Board for review. He would like the Budget to be approved at the June Board Meeting.

TOWNSHIP LIAISON

Mr. Sorgini stated to the Board that at the April Board Meeting there was discussion about the Realignment Project of Eagleville and Crawford Road regarding the cost of the relocation of the sewer mains in that intersection. He spoke to the Board of Supervisors and the cost of relocating the sewer mains will be wrapped into the project.

EDU SALES

A motion was made by Mr. Hager, seconded by Mr. Tschoepe and unanimously carried to approve 1 EDU for 147 Germantown Pike.

PUBLIC COMMENTS

A motion was made by Mr. Rose, seconded by Mr. Tschoepe and unanimously carried, the Board deviated from the Agenda for Public Comments.

Delaware Valley Regional Finance Authority

Mr. Lucien Calhoun presented to the Board options and time frames for loans and refunding of the current debt.

A motion was made by Mr. Tschoepe, seconded by Mr. Rose and unanimously carried, the Board returned to the Agenda.

ENGINEER'S REPORT - EXHIBIT "B"

There were no questions on the Engineer's Report.

Mr. Woyden stated to the Board that the Contractor was contacted to request schedule to perform punch list work and finalize contract. They were delayed due to the weather.

SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT "C"

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

Mr. Tschoepe asked that the Customer Service Requests be broken out and put on a separate report from the System Superintendent Report and the Board agreed.

EDU Overusage Update

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

OLD BUSINESS

Properties on Wells

Mr. Frey is going to review the Resolution for the properties on wells and look into other options for the June Board Meeting.

NEW BUSINESS

LPVRS

Mr. Peter MacFarland reported to the Board that the Middle Interceptor Project was awarded to the low bidder Allan Myers, Inc. at \$39,000,000. The expected completion date is 2022 depending on the weather.

FYE 2018 Audit

Upon motion of Mr. Tschoepe, seconded by Mr. Sorgini and unanimously carried, the Board accepted the Audit prepared by Reynolds, Pittner & Associates LLC for the Fiscal Year ending June 30, 2018 and authorized the publication of the Balance Sheet Statement.

EXECUTIVE SESSION

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

Upon motion of Mr. Rose seconded by Mr. Tschoepe and unanimously carried, the Board went into Executive Session at 6:32 PM.

Upon motion of Mr. Rose seconded by Mr. Tschoepe and unanimously carried, the Board came out of Executive Session at 7:30 PM.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:30 PM by motion of Mr. Rose, seconded by Mr. Sorgini and unanimously carried.


Secretary

BILLS PAID FROM REV. & ADMIN.		MAY 13, 2019 BOARD MEETING	
ADVANCE AUTO PARTS	TRUCK & EQUIPMENT MAINT: OIL		21.15
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		17.35
AMS	COMPUTER BILLING/POSTAGE: MONTHLY MAINTENANCE		254.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
BUTERA, BEAUSANG, COHEN & BRENNAN	LAWYER FEES / SPECIAL PROJECTS / REF: MONTH OF APRIL		1405.85
CICIPPIO, TOM	TRAINING: PA RURAL WATER TRAINING		180.00
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		280.00
COLLEGEVILLE DO IT BEST	OPERATING EXPENSES: WEED SPRAY		9.99
COMPLETE DOCUMENT SOLUTIONS	ADMINISTRATION: COPIER MAINTENANCE		58.17
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		218.54
DECKMAN ELECTRIC	PUMP STATION MAINT: NEW PUMP AUDUBON RD, REBUILD EVANSBURG MUFFIN MONS		10771.25
DELAGE LANDEN	ADMINISTRATION: XEROX COPIER		318.00
FASTENAL	COLLECTION SYSTEM MAINT: MARKING PAINT		62.09
GANNETT FLEMING, INC.	ENGINEERING FEES / REF: MARCH 2 - MARCH 29, 2019		6850.79
HOME DEPOT	PUMP STATION MAINT / BUILDING MAINT		108.78
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		73.50
JWC ENVIRONMENTAL INC	PUMP STATION MAINT: PARTS FOR EVANSBURG ROAD MUFFIN MONSTER		1339.37
LPVRS	TREATMENT CHARGES		189990.00
LOWER PROVIDENCE TOWNSHIP	SPECIAL PROJECTS: REIMBURSEMENT OF FILE RETRIEVALS		1208.80
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE MAY		50.00
MCGOVERN ENVIRONMENTAL	PUMP STATION MAINT: VAC AUDUBON & PAWLINGS PUMP STATION WET WELL		1,286.25
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		99.67
PA MUNICIPAL AUTHORITIES ASSOC	OPERATING EXPENSES: MUNICIPAL AUTHORITIES ACT COPIES		175.00
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		178.61
PECO	GAS & ELECTRIC		4926.31
PRIMEPAY	ADMINISTRATION: PAYROLL PROCESSING		197.07
REYNOLDS, PITTLER & ASSOCIATES	ACCOUNTING: APRIL, MAY STATEMENTS		600.00
RICHTER OFFICE SUPPLY COMPANY, INC.	OFFICE SUPPLY: PAPER RECYCLE PICK-UP, NAME PLATE		79.00
SOIL RICH	BUILDING OPERATION & MAINT: TOP SOIL		60.00
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		403.56
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM		542.86
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		858.30
VERIZON	TELEPHONE: OFFICE FIOS		211.55
VERIZON	TELEPHONE: OFFICE INTERNET		94.99
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		274.80
WELLS FARGO	DEBT SERVICE: INTEREST / PRINCIPAL	[AUTO DEBIT]	1850.22
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT		600.17
LPTSA	PAYROLL	[TRANSFERRED]	45,000.00
UNITED HEALTHCARE	HOSPITALIZATION: JUNE PREMIUM		6168.53
		TOTAL	276889.58
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		2670.00
		TOTAL	2670.00
BILLS PAID FROM CAPITAL IMPROVEMENT			
GANNETT FLEMING	ENGINEERING FEES: MARCH 2 - MARCH 29, 2019		2092.50
		TOTAL	2092.50

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
May 13, 2019

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
52361.140	2018 Sewer Project	- Contacted Contractor to request schedule to perform punch list work and finalize contract.
52361.208	Audubon Square 5	- Review of plans. - Performed EDU calculations for additional flows
52361.239	Liberty Dev.-N. Park Ave	- Performed capacity analysis and transmitted planning module information to Engineer on April 25, 2019.
52361.243	3829 Yerkes Road	- Review of plans. Transmitted review letter to Design Engineer on April 25, 2019.
52361.247	28 Eagleville Road	- Review of plans. Transmitted review letter to Design Engineer on April 10, 2019.
52361.248	St. Andrew's Lutheran Church	- Plans were reviewed. No sanitary issues exist.

SYSTEM SUPERINTENDENT'S REPORT

MAY 2019

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

SEWER AUTHORITY PROJECTS:

We got the rebuilt Muffin Monster back from Deckmans for Evansburg Road pump station and installed it and its up and running.

Audubon Square Pump Station is still running on one pump because the parts for the Backwater valve that were delivered turned out to be wrong. We also pulled the second backwater valve apart and inspected it and found that it also needs to be replaced. We sent the parts back and reordered parts to replace both valves.

We had a pump at Audubon Station that was checked out and determined to be beyond repair as I reported last meeting. We since then ordered a new pump to replace it and when it got delivered we went to install it and found that the manufacturer has changed the design of the volute and the flanges and will have to be adapted to fit the station if we use it. We are checking with the manufacture to see if they have some kind of adapter plates to retrofit the new pump to the old station.

Mr. Rehab came in and did the Acoustic sounding of all the sewer mains in the project areas that will be paved this year. We had a few mains fail and we will be taking the sewer cleaner out with the camera to identify the reason they failed.

At the April's monthly Sewer Authority meeting I was instructed to contact the Township Manager about the realignment project of Eagleville Road and Crawford Road and the cost of the relocation of the sewer mains in that intersection. He spoke to the Board of Supervisor's about the project and responded with an email stating that the cost of relocating of the sewer mains would be absorbed into the project.

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

3531 Arcola Road: A property subdivision with an existing house on it with an existing EDU. 1 EDU will need to be purchased for the second house only

EXHIBIT "C"

MAINTENANCE DEPARTMENT:

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

- Responded to 203 locations (PA One Calls).
- Routine check of Old Baptist Station showed pumps running uneven hours pulled pump one inspected and changed impeller made some improvement.
- Pulled and cleared pump one and two at Evansburg Road Station.
- Respond to high wet well call at Audubon Square Station. After thorough investigation we found the most likely cause was pump two check valve not operating correctly due to debris in valve. Check valve was disassembled and cleaned seemed to be operating fine.
- Had wet wells at Audubon Square and St Gabes Stations vacuumed out.
- Repaired coolant leak on generator at Evansburg Station.
- Cleaned all sewer main on Pine Tree Rd total of 1350 feet.
- Cleaned all sewer main on Bettie lane total of 650 feet.
- Cleaned sewer main on Skyline Drive MH371P to 471Q total of 490 feet.
- Cleaned sewer main on Appledale Road MHB1 to MHES2.2 total of 1300 feet.
- Cleaned sewer main on Sunnyside Avenue MHB3 to MH261 total of 340 feet.
- Cleaned all sewer main of Grandview Avenue total of 740 feet.
- Replaced broken manhole lid of Bettie Lane.
- Raised and repaired manhole lid CV134 on Township Line Rd.
- Cold patch MH376 on Park Avenue and MHCV17 on Germantown Pike.
- Plunged and cleared lateral 307 Rodgers road.
- Inspect lateral repair 945 South Trooper Road.
- Inspect lateral repair at 2850 Egypt Rd.
- Inspect 24 new lateral connections at Brnywood Court.
- Inspect new lateral connections at 3802 and 3813 Addison Court

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	368	248
PTO hours	88	72
Holiday hours	24	16
Overtime	24	n/a
Part-time hours		111
Special Projects hours		42
Job related injury hours	0	0