

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

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, July 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. 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

CALL TO ORDER

The Chairman called the meeting to order at 6:00PM 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. Rose was present however, he excused himself for the remainder of the meeting.

MINUTES

The minutes of the June 10, 2019 meeting were presented. Upon motion of Mr. Tschoepe, seconded by Mr. Hager 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. Hager seconded by Mr. Sorgini and unanimously carried, the Board approved payment of the Revenue & Administration bills, Capital Improvement bills and Capital Reserve bills hereto marked as Exhibit "A".

EDU SALES

A motion was made by Mr. Hager seconded by Mr. Tschoepe and unanimously carried to approve 1 EDU for 756 Barrington Lane.

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 REPORT

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

OLD BUSINESS

Properties on Wells

The Solicitor stated his comments on this were made in Executive Session.

NEW BUSINESS

Resolution 2019-01 – EXHIBIT “D”

Mr. Frey presented Resolution 2019-01 to the Board.

Upon motion of Mr. Sorgini, seconded by Mr. Tschoepe and unanimously carried, the Board approved Resolution 2019-01 amending the penalty for nonpayment of sewer rental rates and other charges hereto marked as Exhibit “D”.

House Bill No. 1563

There was discussion regarding House Bill No.1563

After discussion, a motion was made by Mr. Walker seconded by Mr. Hager and unanimously carried, the Board opposes HB 1563 and directed Mr. Rubendall to send a letter to PMAA and copy PA Senator Katie Muth and State Representative Joe Webster.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:23 PM by motion of Mr. Tschoepe, seconded by Mr. Sorgini and unanimously carried.


Secretary

BILLS PAID FROM REV. & ADMIN.		JULY 8, 2019 BOARD MEETING	
ADVANCED AUTO PARTS	TRUCK & EQUIPMENT MAINT: FILTER, OIL		48.89
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		138.14
AMS	COMPUTER BILLING/POSTAGE: MONTHLY MAINTENANCE, PREPARE BILLING QUARTER		4,501.41
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS, WATER OFF/ON FEE		65.06
AUDUBON WATER COMPANY	OPERATING EXPENSES: WATER OFF/ON FEE, ADMIN FEE		170.00
BROWN & BROWN OF THE LV	GENERAL INSURANCE: JULY 1, 2019 - JUNE 30, 2020 PREMIUM WORKERS COMP		30254.00
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		350.00
COMMONWEALTH OF PENNSYLVANIA	OPERATING EXPENSES: WASTEWATER OPERATOR YEARLY SERVICE FEE		65.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		916.75
CORE & MAIN	PUMP STATION MAINT: PARTS FOR WALKER LANE		50.86
DECKMAN ELECTRIC	PUMP STATION MAINT: REBUILD SPARE PUMP FOR OLD BAPTIST & MOYER ROAD		2500.00
DELAGE LANDEN	ADMINISTRATION: XEROX COPIER		318.00
DISCHELL BARTLE DOOLEY P.C.	LAWYER FEES / SPECIAL PROJECTS: MONTH OF JUNE		4960.00
EASTERN ALLIANCE	GENERAL INSURANCE: JULY 1, 2019 - JUNE 30, 2020 PREMIUM WORKERS COMP		11695.00
ENDICOTT COMMUNICATION	OPERATING EXPENSES: AFTER HOURS EMERGENCY SERVICE JULY 1, 2019 - JUNE 30, 2020		301.75
GANNETT FLEMING, INC.	ENGINEERING FEES / REF: APRIL 27, 2019 - MAY 24, 2019		5834.94
HOME DEPOT	PUMP STATION MAINT / BUILDING MAINT		169.55
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		73.50
LPVRS	TREATMENT CHARGES		190575.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE JULY		50.00
NABCO	INSURANCE: LIFE, SHORT / LONG TERM DISABILITY JULY, AUG, SEPT PREMIUM		1,941.54
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		104.56
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		205.25
PECO	GAS & ELECTRIC		4083.52
PRIMEPAY	ADMINISTRATION: PAYROLL PROCESSING		213.78
RICHTER OFFICE SUPPLY COMPANY, INC.	OFFICE SUPPLY: FILE FOLDERS, DOCUMENT SHREDDING		86.44
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		504.45
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM		542.86
VALLEY FORGE SECURITY CENTER	BUILDING OPERATION & MAINT: REPLACE FAILED OUTDOOR & DOOR SIREN		189.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		865.86
VERIZON	TELEPHONE: OFFICE FIOS		217.03
VERIZON	TELEPHONE: OFFICE INTERNET		94.99
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		274.80
VSP	INSURANCE: VISION PREMIUM FOR JULY 1, 2019 - JUNE 30, 2020		613.92
WELLS FARGO	DEBT SERVICE: INTEREST / PRINCIPAL	[AUTO DEBIT]	2756.24
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT		741.08
LPTSA	PAYROLL	[TRANSFERRED]	40,000.00
UNITED HEALTHCARE	HOSPITALIZATION: AUGUST PREMIUM		6168.53
		TOTAL	274966.08
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		2670.00
		TOTAL	2670.00
BILLS PAID FROM CAPITAL IMPROVEMENT			
GANNETT FLEMING	ENGINEERING FEES: APRIL 27, 2019 - MAY 24, 2019		3933.75
		TOTAL	3933.75

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

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
52361.140	2018 Sewer Project	<ul style="list-style-type: none"> - Contractor has completed the punchlist work. - The Final Estimate and paperwork for \$20,000 presented to the Authority at the June meeting is now ready for execution.
52361.208	Audubon Square V	<ul style="list-style-type: none"> - Met with Alan Rubendall and Brad Macy (ALD) on June 17, 2019 to discuss EDUs.
52361.218	Courts at Brynwood	<ul style="list-style-type: none"> - Testing of sewers and manholes performed June 14, 2019. 4 manholes still need to be tested.
52361.222	306 Level Road	<ul style="list-style-type: none"> - Review of revised plans received June 28, 2019. Transmitted review letter to Design Engineer on June 27, 2019. - Requested sanitary sewer construction cost estimate from the Design Engineer and Builder on June 28, 2019.
52361.239	Liberty – N. Park Ave	<ul style="list-style-type: none"> - Review of DEP letter dated June 19, 2019 regarding planning module.
52361.249	Redner's	<ul style="list-style-type: none"> - Revised plans received June 27, 2019. - Review letter sent July 2, 2019.
52361.250	3880 Yerkes Road Subdivision	<ul style="list-style-type: none"> - Review of plans performed. Transmitted review letter June 13, 2019 to the Design Engineer.

SYSTEM SUPERINTENDENT'S REPORT

JULY 2019

FOR WORK DONE JUNE 1, 2019 – JUNE 30, 2019

SEWER AUTHORITY PROJECTS:

Audubon Square pumping station is back in order. We replaced both check valves due to difficulties finding the internal parts to fix existing valves. We are working on getting the right parts to rebuild the two valves we took out of the station so we can put them on the shelf as spares for the future. On another note at this station we got a weekend call for seal failure and pulled the pump the following Monday and took pump to Deckmans for repairs.

The spare Hydromatic pump which services Moyer, Old Baptist and Washington pump stations is also down at Deckmans for repairs. Both the impeller and the volute are worn bad. We are waiting to hear back to see if they can shim the impeller down and get some more use out of it or do we have to replace with new.

Audubon Road Pump Station is also back in working order. We did end up finding the right volute and flange for the new pump and installed them on the pump and put the pump back in station.

All the sewer mains that Mr. Rehab failed in their acoustic testing have been videoed by us in-house and all issues turned out to be assorted items laying in the sewer mains or spider webs, some roots and a few clogged inside drops of manholes. We also found and exposed a buried manhole when we were videoing sewer mains saving the blacktop milling crew from a surprise. All the sewer lines in the 2019 paving areas are good to be paved over.

I got a call from the Township asking us for assistance finding out the problem with the pump at the outside Bathroom/snack bar at the fields at the Township Building. We took the crane truck and pulled the pump and dropped it off to Deckmans to be checked out and repaired. They did the repairs and we installed the pump back in place and we had Deckmans send the bill directly to the Township for payment.

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 1 EDU was already purchased for this lot.

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.

306 Level Road: 7 lot subdivision. Demolishing Existing house and building 7 new houses. They have a credit for 1 EDU they need to purchase 6 more.

MAINTENANCE DEPARTMENT:

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

- Responded to 161 locations (PA One Calls).
- Repair wet well exhaust fan at Valley Forge station.
- Install rebuilt grinder pump at township recreation field.
- Clean and video all lines that failed acoustical sounding. Investigation revealed no catastrophic failures. Roots, debris and a buried manhole were found to be issues.
- Video MH233 to MH235 on Fairview lane to investigate infiltration observed during rain event. The inspection revealed laterals running into the main with no visible flow through the trap.
- Repair vent paved over by contractor at 3224 Walker Lane.
- Expose and raise buried manhole on Rodgers Rd found during acoustic testing.
- Replaced two broken riser rings on Evansburg Rd.
- Remove broken riser and cold patch manhole on Ridge Pike at intersection of Fox rd.
- Change oil and filter on unit one.
- Collect water deductible meter readings.
- Deliver water shutoff notices.
- Inspect sewer repair at 7 South Midland Ave.
- Inspect new sewer connection at 3756 Ridge Pike.
- Inspect four new sewer connections at Cadence Court.
- Inspect new sewer connection at 207 Rodgers Rd.
- Inspect new sewer connection at Appledale Rd.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	344	240
PTO hours	136	80
Holiday hours	0	0
Overtime	16	n/a
Part-time hours		80.5
Special Projects hours		62
Job related injury hours	0	0

**LOWER PROVIDENCE TOWNSHIP
SEWER AUTHORITY**

RESOLUTION NO. 2019 - 01

**A RESOLUTION AMENDING THE PENALTY FOR NONPAYMENT OF SEWER
RENTAL RATES AND OTHER CHARGES**

WHEREAS, the Lower Providence Township Sewer Authority (hereinafter "LPTSA") is a Municipal Authority duly organized and existing under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, LPTSA is governed by the Municipality Authorities Act of 1945, 53 Pa.C.S.A. 5601, *et. seq.*; and

WHEREAS, LPTSA's duties include, *inter alia*, operating, acquiring, constructing, improving, maintaining, owning and leasing a system of sewers and sewage treatment works to serve Lower Providence Township; and

WHEREAS, the Municipality Authorities Act authorizes LPTSA to impose and collect an annual rental, rate or charge for its customers' use of its sewers and sewage treatment works; and

WHEREAS, this Authority adopted a Resolution dated August 18, 1964 ("Resolution") setting forth the sewer rental rates and other charges for use of the sewer system; and

WHEREAS, LPTSA, has determined that it is necessary to amend its penalty for nonpayment for sewer rentals to impose interest on unpaid sewer rentals.

NOW, THEREFORE, BE IT RESOLVED:

1. Section 3 – Time and Method of Payment, Subparagraph B of said Resolution shall be amended to read as follows:

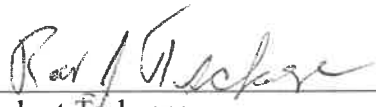
B. Sewer rental and charges shall be due and payable upon the applicable billing date as provided for in Subsection A of this Section 3 and the appropriate amount computed in accordance with this Resolution shall constitute the net bill. If sewer rentals and charges are not paid within 30 calendar days after each billing date, penalties shall be added as follows: (1) an additional sum of 10% shall be added to such net bill; and (2) interest shall begin to accrue on the gross bill starting on the 31st day after such billing date at a rate of six percent (6.0%) per annum, compounded monthly (one half percent (0.5%) per month on all amounts outstanding as of end of previous month). The net bill plus all penalties accruing to the date of payment shall constitute the gross bill. Further, if Payment made or mailed and postmarked on or before the last day of such 30 calendar day period shall constitute payment within such period. If the end of such 30 calendar day period shall fall on a legal holiday or Sunday, payment made on or mailed and postmarked on the next

succeeding week day which is not a legal holiday shall constitute payment within such period.

RESOLVED and **ADOPTED** this 8th day of JULY,
2019.

Attest:

**LOWER PROVIDENCE TOWNSHIP
SEWER AUTHORITY**



Robert Tschoepe
Secretary



Fred Walker, Chairman