

REGULAR MEETING
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF JUNE 8, 2020

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, May 11, 2020 at 4:30 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 (via phone and/or computer video meeting); Mr. Robert Tschoepe, Secretary; Mr. Doug Hager, Treasurer; Mr. Jason Sorgini, Asst. Treasurer.

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 (via phone and/or computer video meeting)

Visitor on Agenda: Mr. Anthony Tosco

Visitor not on Agenda: Ms. Leah Baird

CALL TO ORDER

The Chairman called the meeting to order at 4:30 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 May 11, 2020 meeting were presented. Upon motion of Mr. Rose seconded by Mr. Tschoepe and unanimously carried, the reading of the minutes was waived and approved.

PUBLIC COMMENTS

The Chairman asked for a motion to deviate from the Agenda. Upon motion of Mr. Tschoepe, seconded by Mr. Sorgini and unanimously carried, the Board deviated from the Agenda for Public Comments.

3770 Ridge Pike EDU Overuse

Mr. Tosco stated to the Board that he had a significant leak at his location that has been fixed and that the water didn't go into the sewer system. He would like to pay an average on his most recent bill from January. In addition, he would like the usage for July, August and September to be reviewed for the EDU determination since his most recent reads included the leak amounts.

After discussion, a motion was made by Mr. Hager, seconded by Mr. Sorgini and unanimously carried, to consider a credit on his account of an average estimated refund and to use July, August and September water reads to review for the EDU determination. After the three month review, if a credit is warranted in the opinion of the Authority staff and consultants, the Board's vote approved such credit.

The Chairman asked for a motion to return to the Agenda. Upon motion of Mr. Hager, seconded by Mr. Rose and unanimously carried, the Board returned to the Agenda.

TREASURER'S REPORT

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

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

STATEMENTS OF OPERATION

Mr. Hager presented the May unaudited Statements of Operation to the Board for approval.

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

EDU SALES

A motion was made by Mr. Tschoepe seconded by Mr. Hager and unanimously carried to approve one EDU for 805 N. Park Avenue.

DEVELOPER AGREEMENT

A motion was made by Mr. Hager seconded by Mr. Rose and unanimously carried to approve the Developer Agreement with Eagleville Hospital and the Easement Agreement between the Eagleville Hospital and Montgomery County Correctional Facility.

ENGINEER'S REPORT - EXHIBIT "E"

There were no questions on the Engineer's Report.

SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT "F"

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

Collections

The Solicitor presented to the Board an update of the Collections to date.

Status of Delaware Valley Regional Finance Authority Loan

The Chairman stated to the Board that the Authority Loan will close on Friday, June 12, 2020. He thanked everyone for their efforts.

NEW BUSINESS

Methacton School District Transfer of EDUs

A motion was made by Mr. Hager seconded by Mr. Tschoepe and unanimously carried to approve the transfer of four to twenty EDUs from Arcola/Skyview to Arrowhead.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:10 PM by motion of Mr. Rose, seconded by Mr. Tschoepe and unanimously carried.


Robert Tschoepe, Secretary

BILLS PAID FROM REV. & ADMIN.		JUNE 8, 2020 BOARD MEETING	
21st CENTURY MEDIA	ADMINISTRATION: DATE CHANGE ADVERTISEMENT		576.58
ADVANCED AUTO PARTS	HEALTH & SAFETY: GLOVES FOR OFFICE		19.35
ADP	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	340.09
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		22.01
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE, NEW SERVER SET UP		2,039.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		350.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		50.13
DELAKE LANDEN	ADMINISTRATION: XEROX COPIER		11977.01
DISCHEL BARTLE & DOOLEY	LEGAL FEES, SPECIAL PROJECTS: MONTH OF APRIL		2032.00
FASSTENAL	PUMP STATION MAINT, SAFETY: IMPACT GUN, GLOVES, MARKING PAINT		591.92
GANNETT FLEMING, INC.	ENGINEERING FEES / REF: MARCH 28 - APRIL 24, 2020		7520.20
GRAINGER	PUMP STATION MAINT: FRESH AIR FAN FOR WALKER LANE		219.00
HADLEY, KEITH	HOSPITALIZATION / SAFETY: REIMBURSEMENT OF COPAY		316.00
HOME DEPOT	OPERATING EXPENSES, BUILDING MAINT		859.89
HOMER GROUP	ADMIN MISC: ACCOUNT CARDS		39.20
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		77.18
LPVRS	TREATMENT CHARGES		191280.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE MAY		50.00
NABCO	INSURANCE: LIFE, SHORT/LONG TERM INSURANCE FOR JULY, AUGUST, SEPTEMBER		1,955.94
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		67.09
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		133.85
PECO	GAS & ELECTRIC		4774.96
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMIN MISC: DOCUMENT DESTRUCTION, CABINET, OFFICE SUPPLIES, STORAGE BOXES		956.57
RUBENDALL AUTO REPAIR	TRUCK & EQUIPMENT MAINT: INSPECTION FORD F-150		86.00
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER		38.00
STAPLES	ADMINISTRATION: COPY PAPER, MATERIALS FOR SAFETY BINDER		366.79
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		529.25
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM		542.86
US MUNICIPAL	COLLECTION SYSTEM MAINT: MANHOLE HOOKS		146.96
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		801.03
VERIZON	TELEPHONE: OFFICE FIOS		210.30
VERIZON	TELEPHONE: OFFICE INTERNET		109.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		275.70
WEHRUNG'S COLLEGEVILLE	OPERATING EXPENSES: WEEED EATER ADDITIVE		9.99
WELLS FARGO	DEBT SERVICE: INTEREST	[AUTO DEBIT]	1850.22
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT		245.99
LPTSA	PETTY CASH		111.97
LPTSA	PAYROLL	[TRANSFERRED]	50,000.00
UNITED HEALTHCARE	HOSPITALIZATION: JULY PREMIUM		6135.84
		TOTAL	287772.93
BILLS PAID FROM CAPITAL IMPROVEMENT			
21st CENTURY MEDIA	NOTICE OF MEETING FOR CONSIDERATION OF ORDINANCE REGARDING LOAN		960.74
GANNETT FLEMING	ENGINEERING FEES: MARCH 28 - APRIL 24, 2020		1800.00
		TOTAL	2760.74
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		2670.00
		TOTAL	2670.00

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
June 8, 2020

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
66692.110	2020 Capital Project	<ul style="list-style-type: none"> - Survey work commenced the week of May 11, 2020. - Survey work was completed May 31, 2020. Base plans are currently being prepared.
66692.111	Intersection Improvement Project	<ul style="list-style-type: none"> - Received construction sequencing plan from McMahon Associates on May 28, 2020. - Responded to McMahon on June 2, 2020 with questions and comments.
66692.112	Self-Liquidating Debt	<ul style="list-style-type: none"> - Transmitted self-liquidating debt report on May 20, 2020 to Lucien Calhoun.
66692.205	306 Level Road	<ul style="list-style-type: none"> - Review of additional shop drawings. Transmitted shop drawings underway. - Pre-construction job conference (by e-mail) May 19, 2020.
66692.207	LIDL	<ul style="list-style-type: none"> - Relocation of sanitary sewer laterals began Monday May 4, 2020. Work co0mpleted that week.
66692.211	Eagleville Hospital	<ul style="list-style-type: none"> - Transmitted review letter to Design Engineer May 5, 2020. - Revised drawings received and other information received June 2, 2020. - Comments emailed to the design engineer June 3, 2020.
66692.215	Arrowhead Elementary	<ul style="list-style-type: none"> - Transmitted review letter to Design Engineer May 5, 2020.

SYSTEM SUPERINTENDENT'S REPORT

JUNE 2020

FOR WORK DONE MAY 1, 2020 – MAY 3, 2020

SEWER AUTHORITY PROJECTS:

NO UPDATE: Three separate contractors are scheduled to come out after they get the ok to go back to work after the Covid 19 restrictions and give us quotes on putting liners in the two 6" laterals that need to be repaired. 724 Meadowlark and 517 Winthrop.

668 SUNNYSIDE AVENUE UPDATE: Met with Gannett Fleming and talked about adding the replacement of the ROW section of sewer main and manholes to our Capital Improvement Plan from MH#ST13 on Regency to MH#67 in Mine Run that we recently found leaking exceptionally bad and contributing to the issue of the sewer overflowing out of manhole #68 Mine Run. Will meet again with Gannett Fleming and Mr. Rose to finalize.

CALLED NO UPDATE – PROVIDENCE CROSSING: Last meeting the Board approved the purchase of a replacement pump for Providence Crossing Pump Station. I have gotten one price so far and working on getting two more. The companies that are getting us quotes are just getting back to work after the Covid-19 layoff.

NO UPDATE – NEW TRUCK: Still no change in status. Sands Ford of Red Hill ordered our new utility bodied truck. Due to the Covid-19 issues they couldn't give us an estimated delivery date.

UPDATE - ALIGNMENT OF EAGLEVILLE & CRAWFORD ROAD: Ed Woyden from Gannett Flemming has been in contact with McMahons Engineers about the plans for the relocation of our sewer mains for this project. I spoke with the Township Manager and he informed us to send all engineering bills directly to his office for payment.

DEVELOPER PROJECTS:

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 proposed 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: 7 EDUs were needed. 2 EDUs were purchased and 5 more are needed.

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

420 Church Road: 26 lot subdivision. Property had one house on it that was demoed. 25 EDUs needed

Vaux Hill Property: 30 EDU proposed subdivision.

MAINTENANCE DEPARTMENT:

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

- Responded to 156 locations (PA One Calls).
- Clean bypass pump screens and venturis at Walker Lane, Providence Crossing and Trooper rd stations.
- Completed Draw down testing at Providence Crossing and confirmed proper operation of pump two that was recently installed.
- Rotated, exercised and lubricated Gate/valve mechanisms at Casselberry Meadow, Hoy Park and Gertrude Station.
- Loaded all Scrap metal and took to Recycling center.
- Completed online Confined space training course.
- Responded to call of sewage overflow on Borton Rd found a small amount of liquid possibly sewage spilled from a pump truck. We verified our main was fine and no possibility a issue with our system was the cause.
- Worked on project to create a private office space by closing off one office opening and installing a door on other opening.
- Videoed R.O.W off of Sunnyside looking for sources of infiltration from MHST6 to MHST5 about 300' found the base of ST5 leaking badly.
- Videoed R.O.W off of Sunnyside looking for sources of infiltration from MH 67 to ST5 about 200' found no major defects.
- Videoed sewer main on Sunnyside looking for sources of infiltration from ST16 to ST15 about 300' found no major defects.
- Plunge and cleared lateral at 2723 Elysia Ln.
- Plunged and cleared lateral at 228 Clearfield Ave.
- Inspected sewer lateral repair at 1017 Sanderling Circle.
- Inspected sewer lateral repair at 270 Level Rd.
- Inspected sewer lateral repair at 3753 Worthington Rd.
- Inspected sewer lateral repair at 2992 Sixth Street.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	416	264
PTO hours	40	40
Holiday hours	24	16
Overtime	8	n/a
Part-time hours		32
Special Projects hours		0
Job related injury hours	0	0