

REGULAR MEETING
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF NOVEMBER 9, 2020

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, November 9, 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; 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 (via phone and/or computer video meeting); Mrs. Lori Connolly, Office Manager; Mr. Eric Frey, Solicitor (via phone and/or computer video meeting), Mr. Ed Woyden, Engineer.

Visitors not on Agenda: Ms. Leah Baird, Mrs. Debbie DeMedio, Mr. Michael DeMedio

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.

PUBLIC COMMENTS

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

100 Sunnyside Avenue

Mrs. Demedio stated to the Board that she wants to know the status of her reimbursement for the sanitary sewer clean up from the backup in her home. The Chairman stated that she was asked to submit her request for reimbursement for sanitizing clean-up due to the backup as a result of the tropical storm on August 11, 2020 before the Authority will consider any action and to date the Authority has not received anything.

Mrs. Demedio stated that she submitted the claim to her insurance company and received \$5000 from them. She presented the Board with the insurance company's response.

The Chairman presented Mrs. DeMedio a copy of a letter that was sent to her in 1996 advising her to remove all facilities in the basement to prevent overflow. Mrs. DeMedio said she never received it and how could we expect her to remove the facilities in her basement as they were there when she moved in.

The Chairman stated that it would not pass code if inspected today and she should have a plumber or Engineer tell her what the problem is then so she can correct the problem.

Mr. Woyden stated that the reason she is having overflows into their basement is because the facilities are below grade and below the vent cap elevation in their yard.

A motion was made by Mr. Sorgini, seconded by Mr. Rose and unanimously carried, to assist cost remediation of damages caused by the back-up not to exceed the review by insurance. This is pending signed release from homeowner and Authority insurance review. Homeowner agrees to correct the installation that is the cause of the problem.

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

MINUTES

The minutes of the October 12, 2020 meeting were presented. Upon motion of Mr. Rose 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, 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, Capital Improvement and Capital Reserve bills hereto marked as Exhibit "A".

STATEMENTS OF OPERATION

Mr. Hager presented the October 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 October Statements of Operation.

PERSONNEL & PENSION

PMAA Performance Assessment Report

Mr. Tschoepe stated to the Board that the committee will be meeting in November as a follow-up to the first meeting.

EQUIPMENT & BUILDING

Portable Camera

Mr. Sorgini stated to the Board that Mr. Rubendall has seen demonstrations for the portable camera from two costars dealers and is waiting for quotes.

CAPITAL PROJECTS

Mine Run Interceptor Emergency Repair

Mr. Rose stated to the Board that the Bid Tabulation for the project is completed and Anrich is the apparent low bidder.

Mr. Woyden requested a motion to award Anrich the contract as the qualified low bidder.

A motion was made by Mr. Rose, seconded by Mr. Sorgini and unanimously carried, to award Anrich the contract for the Mine Run Interceptor Emergency Repair in the amount of \$199,987.

EDU SALES

A motion was made by Mr. Tschoepe seconded by Mr. Sorgini and unanimously carried to approve one EDU for 205 Hillside Avenue and two EDUs for 3829 Yerkes Road Subdivision.

DEVELOPER AGREEMENT and/or PROFESSIONAL SERVICE AGREEMENT

A motion was made by Mr. Rose seconded by Mr. Tschoepe and unanimously carried to approve the Professional Service Agreements for Mikelin, LLC at 205 Hillside Avenue, Shanahan Water at 915 Madison Avenue and JVJD, LLC at 3829 Yerkes Road Subdivision.

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

Collection Update for Delinquent Accounts

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

Arrowhead School Transfer of EDU

Mr. Rubendall stated that the Lower Perkiomen Valley Regional Sewer Authority denied the schools request for transfer of EDUs.

ADJOURNMENT

A motion was made to close the meeting and go into executive session at 6:05 PM by motion of Mr. Rose, seconded by Mr. Sorgini and unanimously carried.


Robert Tschoepe, Secretary

BILLS PAID FROM REV. & ADMIN.		NOVEMBER 9, 2020 BOARD MEETING	
ADVANCED AUTO PARTS	TRUCK MAINTENANCE: PAINTABLE UNDERCOAT		41.35
ADP	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	184.06
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		23.83
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE, BACK UP SOFTWARE FOR SERVER		329.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
BEE, BERGVALL & CO, PC	AUDIT		2000.00
CITY ELECTRIC SUPPLY	BUILDING OPERATION & MAINT: LIGHT FOR GARAGE		517.36
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		350.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		303.27
CORE & MAIN	PUMP STATION MAINT: REPLACING CHECK VALVE AT CROSS KEYS PUMP STATION		1628.87
DECKMAN MOTOR & PUMP	PUMP STATION MAINT: REBUILD PUMP FOR AUDUBON SQUARE		3414.00
DISCHEL BARTLE & DOOLEY	LEGAL FEES, SPECIAL PROJECTS, REF: MONTH OF SEPTEMBER		6768.00
ENDICOTT COMM, INC	OPERATING EXPENSES: AFTER HOURS EMERGENCY SERVICE		25.00
EPWPCOA, INC.	OPERATING EXPENSES: 2021 ANNUAL DUES		160.00
GANNETT FLEMING, INC.	ENGINEERING FEES / REF: AUGUST 29, 2020 - SEPTEMBER 25, 2020		22259.86
GRAINGER	HEALTH & SAFETY: TRAFFIC SAFETY VEST, PORTABLE EYE WASH STATION FOR TRUCKS		307.45
HADLEY, KEITH	HOSPITALIZATION: REIMBURSEMENT OF COPAY		398.36
HOME DEPOT	PUMP STATION MAINT, TRUCK & EQUIPMENT:		126.12
HOMER GROUP	ADMIN MISC: ACCOUNT CARDS		49.00
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		77.18
LPVRS	TREATMENT CHARGES		192105.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE		50.00
NAPA AUTO PARTS	PUMP STATION MAINT: SUPPLIES FOR GENERATORS		954.67
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		71.10
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		113.10
PECO	GAS & ELECTRIC		2782.94
PENN-HOLO SALES & SERVICE	TRUCK & EQUIPMENT MAINT: SERVICE CHAIN SAW		61.48
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMIN MISC: DOCUMENT DESTRUCTION, OFFICE SUPPLIES		619.44
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER		25.00
STRATIX LEASING	ADMINISTRATION: COPIER LEASE	[AUTO DEBIT]	396.00
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		406.20
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM		629.83
UNITED HEALTHCARE	HOSPITALIZATION: DECEMBER PREMIUM		7515.78
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		841.10
VERIZON	TELEPHONE: OFFICE FIOS		216.02
VERIZON	TELEPHONE: OFFICE INTERNET		89.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		258.65
WELLS FARGO	DEBT SERVICE: INTEREST 2016 NOTE	[AUTO DEBIT]	1850.22
WELLS FARGO	DEBT SERVICE: INTEREST 2020 NOTE	[AUTO DEBIT]	11041.67
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT		452.31
LPTSA	PETTY CASH		102.30
LPTSA	PAYROLL	[TRANSFERRED]	36,000.00
TOTAL			295609.58
BILLS PAID FROM CAPITAL IMPROVEMENT			
GANNETT FLEMING	ENGINEERING FEES: AUGUST 29, 2020 - SEPTEMBER 25, 2020		23768.97
GRIZZLY GRAPHICS	DECAL FOR TRUCK		175.00
TOTAL			23943.97
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		8010.00
TOTAL			8010.00

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
November 9, 2020

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
66692.109	CIP Update	- The CIP has been revised to identify the Mine Run Interceptor Emergency Repair Project and the associated costs.
66692.110	2020 Capital Project	- Survey letters for Project Areas 2 and 3 were hand delivered the week of November 2 nd . - Survey work is scheduled to begin November 9 th .
66692.114	Mine Run Int. Repairs	- Transmitted bid documents for Emergency repairs to 3 contractors on October 21, 2020. - Issued Addendum #1 on October 26, 2020. - Issued Addendum #2 on October 28, 2020. - Received bids on November 4, 2020.
66692.202	37 Crawford Road	- Contractor repair of damaged sewer between MH CR3 and CR4 completed October 15, 2020.
66692.204	Woodland Ave Development (Gambone)	- Waiting on PSA to proceed with the project.
66692.205	306 Level Road	- Construction in progress.
66692.211	Eagleville Hospital	- Construction in progress.
66692.216	Moscariello at Crosskeys	- Review of revised plans. Transmitted review letter to Design Engineer on October 19, 2020.
66692.217	Culligan	- Responded to several request for additional information from owner regarding connection to the public sewer for the proposed bottling process.
66692.218	3829 Yerkes Road	- Responded to Lori's request for amount of escrow required for project.

SYSTEM SUPERINTENDENT'S REPORT

NOVEMBER 2020

FOR WORK DONE OCTOBER 1, 2020 – OCTOBER 30, 2020

SEWER AUTHORITY PROJECTS:

UPDATE: PROVIDENCE CROSSING PUMP REPLACEMENT: Took new retrofitted pump out of wet well and power washed it and put it at shop on the shelf as the spare. It was in the station running for three week or so and all worked out good.

UPDATE: OLD UTILITY BODY/PLOW TRUCK: Checked with Township to see if a date was set for the equipment auction. They do not have a date set yet but they have all the information they need to sell the truck.

UPDATE: MINE RUN: Gannett and Fleming has designed the emergency repair for Mine Run Interceptor and has sent the project Addendum out to the three contractors (ANRICH, SCAVELLO AND JOAO & BRADLEY) bidding on the job giving them a deadline of Friday 10/30/2020 to turn in the bids.

UPDATE: FLOODED BASEMENTS: Eric Frey has or tried to contact the three property owners of the flooded basements at 100 Sunnyside, 123/130 Sunnyside and 2866 1st Street.

PORTABLE CAMERA SYSTEM QUOTE: Both camera companies' sales representatives have come out and demonstrated they're camera cube enclosures. They are both putting quotes together for us to make the decision on which one we want to purchase. They are both Costars Dealers.

UPDATE: MANHOLE # 58 APPLEDALE RD: During hurricane Isaiah the manhole off the edge of Appledale Road on edge of the Mine Run creek had the top cone section shift out of place by eight or ten inches of rain we had and most the ground around it got washed away. We had Hayes industries machine shop make us some brackets so we can ram neck the cone back in place and drill and anchor it so it can't come off again. We are waiting for the Township to fill back in around the manhole and the edge of the road and then they are going to try to lift it and put it back in place for us.

CIP: PROJECT #2: We have been working on a list of addresses for project number two on the Capital Improvement List. Some addresses will be getting a letter sent to them stating that we will be doing a sewer replacement project in the area and some will get the same letter with a waiver form attached for them to sign allowing us to access the property to replace a portion of their lateral.

CROSSKEYS PUMP STATION: When this pump station was install the bypass suction line had a check valve installed on it under ground. During a bypass exercise we realized that it was stuck in the open position so instead of digging it up to replace it seven or eight feet deep we installed another one inside the valve chamber where we can maintain/service it saving us a lot of work.

GARAGE LIGHTS: We are taking down the old fluorescent lights and replacing them with LED lights.

BYPASS PUMPS/GENERATORS: We serviced all the pump station bypass pumps and generators and also the trailer mounted generators and the small trailer mounted bypass pump.

VALLEY FORGE STATION: Had to replace a ruptured hydraulic line on the Muffin Monster and while we had it out we inspected the bearings and cutting blades and found they need to be replaced. We dropped it off at Deckmans for a quote for a rebuild.

PROPOSED / POSSIBLE FUTURE 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.

2711/2725 WOODLAND AVE: 9 lot subdivision. Both properties have an existing EDU. 7 EDUs needed

MAINTENANCE DEPARTMENT:

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

- Responded to 144 locations (PA One Calls).
- Routine station check revealed a leaking Hydraulic line on the sewage grinder at Valley Forge station. The faulty line was removed and a replacement line was ordered. After closer inspection of sewage grinder it was determined it needed to be overhauled. The grinder was removed and is awaiting repair estimates.
- Power washed wet well at Valley Forge station.
- Disassembled cleaned and reassembled air release/ vacuum chamber for Grange Ave station.
- Changed oil coolant and all filters on stationary generators at St Gabes, Gertude, Valley Forge, Smith, Grange Ave, Mile Hill and Evansburg.
- Replace faulty transducer at Trooper Rd station.
- Disassembled inspected and cleaned all ball valves at Gertude Ave station.
- Removed new pump with adapter plate and reinstalled original pump at providence crossing. The new pumps test period was successful.
- Removed all tools and equipment from old work truck and installed in new tuck.
- Applied protective bed lining paint and undercoating to new truck.
- Inspect repair at 183 Stinebright Dr.
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DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	504	320
PTO hours	24	32
Holiday hours	0	0
Overtime	4	n/a
Part-time hours		110
Special Projects hours		0
Job related injury hours	0	0