

REGULAR MEETING
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF DECEMBER 14, 2020

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, December 14, 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.

Visitors 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 November 9, 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. Tschoepe 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 November unaudited Statements of Operation to the Board for approval.

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

PERSONNEL & PENSION

End of Year Adjustment

Mr. Tschoepe presented to the Board the year-end adjustments and asked for any comments.

A motion was made by Mr. Tschoepe, seconded by Mr. Sorgini and unanimously carried, to approve the year-end adjustments as presented.

EQUIPMENT & BUILDING

Portable Camera

Mr. Sorgini stated to the Board that Mr. Rubendall has received quotes from two co-stars dealers ranging from \$75,000 to \$80,000. Mr. Rubendall is in the process of getting references.

A motion was made by Mr. Walker, seconded by Mr. Sorgini and unanimously carried, to approve the purchase of either camera upon receiving references.

CAPITAL PROJECTS

Mine Run Interceptor Emergency Repair

Mr. Rose stated to the Board that the Mine Run Interceptor Emergency Repair is moving slower than expected. The Contractor has replaced three of the four manholes and approximately 430 feet of sewer main. All of the cast iron pipe that was replaced had no bottom and we checked a couple joints of the clay pipe run and the bottom one third of the rubber o-rings in the pipe joints were deteriorated. One o-ring at the start of the clay run was checked and one at the end of clay run and they were both gone in the bottom indicating that all the rubber o-rings were most likely gone. The job should be completed by Christmas other than permanent paving around the manhole in Sunnyside and final cleanup and grass seeding.

EDU SALES

A motion was made by Mr. Hager seconded by Mr. Tschoepe and unanimously carried to approve forty eight EDUs for Crosskeys Road and Ridge Pike.

ENGINEER'S REPORT - EXHIBIT "B"

There were no questions on the Engineer's Report.

Mr. Woyden stated to the Board that the 2021 project is under design to meet an early Spring bid

SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT "C"

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

EDU Overusage Update

Mr. Rubendall stated that there was no update at this time.

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.

NEW BUSINESS

PMAA Performance Assessment Mission Statement – Exhibit "D"

Mr. Tschoepe present to the Board a Mission Statement that the committee developed.

Upon motion of Mr. Tschoepe, seconded by Mr. Hager and unanimously carried, the Board approved the Authority Mission Statement hereto marked as Exhibit "D".

ADJOURNMENT

A motion was made to close the meeting and go into executive session at 4:50 PM by motion of Mr. Rose, seconded by Mr. Sorgini and unanimously carried.


Robert Tschoepe, Secretary

BILLS PAID FROM REV. & ADMIN.		DECEMBER 14, 2020 BOARD MEETING	
ADP	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	184.06
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		24.14
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE		254.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
CITY ELECTRIC SUPPLY	BUILDING OPERATION & MAINT: LIGHT FOR GARAGE		504.68
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		280.00
CONNOLLY, LORI	ADMINISTRATION: 10 YEARS OF SERVICE		50.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		654.03
DECKMAN MOTOR & PUMP	PUMP STATION MAINT: STARTER COIL FOR OLD BAPTIST PS		26.82
DISCHEL BARTLE & DOOLEY	LEGAL FEES, SPECIAL PROJECTS, REF: MONTH OF NOVEMBER		7008.00
ENDICOTT COMM, INC	OPERATING EXPENSES: AFTER HOURS EMERGENCY SERVICE		25.00
ETB SERVICES, INC.	EQUIPMENT: LAPTOP COMPUTER		2291.95
FRANK VENEZIA	PSA: RETURN OF ESCROW 201 ROGER ROAD		560.00
GANNETT FLEMING, INC.	ENGINEERING FEES / REF: SEPTEMBER 26, 2020 - OCTOBER 23, 2020		8096.08
GRAINGER	PUMP STATION MAINT:		161.20
HADLEY, KEITH	HOSPITALIZAION, SAFETY: REIMBURSEMENT OF COPAY AND STEEL TIP BOOTS		206.96
HOME DEPOT	PUMP STATION MAINT, SHOP MAINT: CORE DRILL RENTAL, LIGHTS		211.31
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		77.18
LPVRS	TREATMENT CHARGES		192105.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE NOVEMBER, DECEMBER		100.00
MONTGOMERY LAW REPORTER	ADMINISTRATION: NOTIFICATION OF SHERIFF SALE		73.00
NABCO	INSURANCE: LIFE, SHORT/LONG TERM INSURANCE FOR JANUARY, FEBRUARY, MARCH		1,955.94
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		69.89
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		133.75
PECO	GAS & ELECTRIC		3472.68
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMIN MISC: OFFICE SUPPLIES		132.25
REYNOLDS. WILLIAM	OVER PAYMENT OF SWER RENTAL		134.28
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER COOLER RENTAL		18.00
SHAYA TROOPER	PSA: RETURN OF ESCROW DUNKIN DONUTS 2600 RIDGE PIKE		3649.97
STRATIX SYSTEMS	ADMINISTRATION: COPIER COPIES		277.01
STRATIX LEASING	ADMINISTRATION: COPIER LEASE	[AUTO DEBIT]	396.00
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		507.75
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM		629.83
UNITED HEALTHCARE	HOSPITALIZATION: DECEMBER PREMIUM		6515.64
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		864.07
VERIZON	TELEPHONE: OFFICE FIOS		207.56
VERIZON	TELEPHONE: OFFICE INTERNET		89.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		550.50
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		300.42
YORI ADEGUNWA	PSA: RETURN OF ESCROW IROY SPORTS 3444 GERMANTOWN PIKE		5174.30
LPTSA CC	OPERATING EXPENSES: GO TO MEETING, NORTON	[TRANSFERRED]	257.36
LPTSA	PAYROLL	[TRANSFERRED]	40,000.00
TOTAL			291186.56
BILLS PAID FROM CAPITAL IMPROVEMENT			
GANNETT FLEMING	ENGINEERING FEES: SEPTEMBER 26, 2020 - OCTOBER 23, 2020		16178.35
TOTAL			16178.35
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		128160.00
TOTAL			128160.00

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
December 14, 2020

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
66692.110	2020 Capital Project	- Survey letters for Project Areas 2 and 3 were hand delivered November 13, 2020 - Survey work began the week of November 16, 2020.
66692.114	Mine Run Int. Repairs	- Construction commenced on November 24, 2020.
66692.204	Woodland Ave Development	- Waiting on PSA to proceed with the project.
66692.215	Arrowhead Elementary	- Construction escrow letter transmitted to Eric Frey on December 7, 2020.
66692.216	Moscariello at Crosskeys	- Review of plans. Transmitted review letter to Bursich Associates on November 23, 2020.
66692.218	3829 Yerkes Road	- Emailed review comments to Engineer on December 7, 2020.

SYSTEM SUPERINTENDENT'S REPORT

DECEMBER 2020

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

SEWER AUTHORITY PROJECTS:

Crosskeys Station and Old Baptist Station: Crosskeys and Old Baptist Pump Stations both called out last month due to pump failure. We replaced both of them with spares pumps off the shelf and dropped both damaged pumps off to Deckmans for evaluations and quotes.

UPDATE: OLD UTILITY BODY/PLOW TRUCK: Signed the title for the truck and gave it to Township Road Master (John Primus) and they will be doing online bidding on January 13th to sell the truck and we will see a check after that for the amount that it sells for.

UPDATE: MINE RUN: Anrich got the project awarded to them and they are over half way completed. We have found that the damage to the cast iron sections of 10 inch main was worse than we anticipated. This repair should show a major improvement to our issues on Mine Run. Anrich should be out on Sunnyside Ave. Monday to replace the last manhole and section of main. They have met with the Township and got permission to close Sunnyside Ave during the time of the manhole replacement.

UPDATE: PORTABLE CAMERA SYSTEM QUOTE: We got references from both companies Ques and Aries to speak with or meet with to discuss the pluses and minuses about the two portable camera systems that we have been quoted for to compare to each other before purchasing one of them.

UPDATE: MANHOLE # 58 APPLEDALE RD: Still no progress with the Township on this repair. We are one their waiting list but they have been busy fixing the damage done to the other storm sewer pipes from the last big rain storm.

UPDATE: CIP PROJECT #2: The surveying has been done on the Walker Lane, Roanoke and Jamestown Rd. portion of the next CIP project. The surveyors are in the now in the process of doing the Second Street and the ROW connecting MT Kirk to Second Street.

UPDATE: CROSSKEYS PUMP STATION: The new valve has been installed on the discharge pipe allowing us to be able to bypass pump at this station again.

UPDATE: GARAGE LIGHTS: All the lights have been replaced at the main garage. There should be a significant savings due to the reduction of electric usage and the fact that the bulbs don't need to be replaced anymore and also we don't have to replace the ballast on the lights anymore.

UPDATE: VALLEY FORGE STATION: Deckmans has taken the Muffin Monster apart and inspected it and gave a list of parts needed and we are working on getting them.

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: 42 units + 6 commercial proposed building Subdivision at Crosskeys and Ridge Pike. Plans are being reviewed by Gannett Flemming. 48 EDUs possibly more (commercial) need to be purchased.

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

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 137 locations (PA One Calls).
- Installed new plumbing to allow bypass pumping at Crosskeys station.
- Old Baptist called out for pump one failure. The pump was removed and a spare was installed along with new capacitors and starting coil.
- A Routine check of Crosskeys Station revealed pump one was not operating. Further investigation showed the pump windings were bad the pump was removed and the spare was installed.
- The air release/vacuum chamber for Gertrude station was disassembled and cleaned.
- A fallen tree that was blocking access to mile hill station was cut up and removed.
- Cleaned and removed leaves and debris from all stations.
- Videoed sewer main on Oakdale from MH T48 to Mh T46 about 600 feet.
- Completed installation of new LED lights at shop.
- Plunge and clear lateral at 2747 Lantern Lane.
- Inspect lateral repair at 1011 Thrush Ln.
- Inspect lateral repair at 2791 Egypt Rd.
- Inspect lateral repair 6017 Cold Springs.
- Inspect new lateral connection at 247 E Mount Kirk.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	432	288
PTO hours	72	48
Holiday hours	48	32
Overtime	20	n/a
Part-time hours		49
Special Projects hours		0
	0	0

About us

The Lower Providence Township Sewer Authority (LPTSA) is a municipal authority organized and existing under the Pennsylvania Municipality Authorities Act of 1945, as supplemented and amended. The Act authorizes governmental units to create authorities to own, finance and operate various types of facilities. LPTSA is an authority created by Lower Providence Township to provide a wastewater collection system for Lower Providence Township.

Mission Statement

As the provider of wastewater collection & conveyance to Lower Providence Township Montgomery County, it is the mission of LPTSA :

- To protect and enhance the health, environmental sustainability and economic stability of Lower Providence Township and its residents through the provision of a wastewater collection & conveyance system, acting at all times with a commitment to accountability and transparency.
- To provide the best service to residential and commercial institutions & industrial properties while maintaining the lowest possible rates through sound management, financial, and engineering practices.
- To anticipate the needs of the communities served and expand when feasible.
- To initiate, promote and keep abreast of advances in wastewater collection system and administrative technology.
- To recruit, train and motivate personnel capable of carrying out this policy now and into the future.