

**REGULAR MEETING**

**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY  
MINUTES OF FEBRAURY 8, 2021**

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, February 8, 2021 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. Doug Hager, Treasurer; Mr. Jason Sorgini, Asst. Treasurer.

Absent was Authority Member:

Mr. Robert Tschoepe, Secretary

In addition thereto, the following persons were present:

Mr. Alan Rubendall, System Superintendent; Mrs. Lori Connolly, Office Manager; Mr. Ed Woyden, Engineer (via phone and/or computer video meeting); Mr. Eric Frey, Solicitor; Mr. Gary Neights, Liaison.

Visitor not on Agenda: Ms. Leah Baird

**MINUTES**

The minutes of the January 8, 2021 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".

**PERSONNEL & PENSION**

PMAA Performance Assessment Report

The Chairman stated to the Board that the Committee met to discuss items in the handbook that need to be updated.

The Chairman stated to the Board that Alan Rubendall is on call 24/7. He goes out to check stations or pull manholes in rain events where needed, all emergency calls go through him. In addition, Lori Connolly was in the office last Sunday ahead of the snow storm in case she didn't get in to take work home with her. This is an example of how dedicated our employees are and the Chairman wanted to have it on record.

**EQUIPMENT & BUILDING**

Mr. Sorgini stated to the Board that the Portable Camera System has been ordered with an expected delivery of the first week of March.

**BUDGET & RATES**

Mr. Hager stated to the Board that the Solicitor sent a letter to the Township notifying them of the delay in the Audit is due to the fact that we are waiting for the GASB report to complete the Pension portion to finalize the Audit.

## **CAPITAL PROJECTS**

### **Mine Run Emergency Interceptor Repair**

Mr. Rose stated to the Board that the Mine Run Interceptor Emergency Project is about complete and expected to come in under budget. The final restoration work will be done when the weather is warmer. The work completed under Estimate 2 and Change Order 1 were discussed with the Board.

### **2021 Sanitary Sewer Replacement Project**

Mr. Rose stated to the Board that Phase 1 – Alexandra, Amy and Jennifer Drives Area and Phase 2 – Walker Lane Area are designed and will be ready to go out to bid in March. Project 3 – Second Street Area is under design. The Engineer and Attorney are still working on Easement and permitting issues and may need to be pushed out to 2022.

Discussion occurred regarding the coordination that has been ongoing with the Township with the large diameter storm sewer under the sidewalk on Alexandra Drive, parallel with the sanitary sewer replacement. Mr. Sorgini informed all the Twp. will be repairing the storm pipe independently and therefore is withdrawing any request to combine the project with the LPTSA work. The phase 1 project will be part of the 2021 Project to be bid.

No issues were identified with the Phase 2 project (Walker Lane); It will also be part of the 2021 Project to be bid.

Phase 3 was discussed in some detail. Many of the properties through which the existing sanitary sewer exists do not have easements noted in their deeds. There is also identified wetlands that exist along the Mine Run that could be significantly impacted by construction and will require DEP involvement and permits for the work.

Due to the time needed to resolve the easement and the wetlands issues, the Board elected to postpone phase 3 of the 2021 Project and substitute the previously designed Summit Ave repair design that had been deleted from a prior project.

It was also discussed that if possible, could additional design be accomplished on Sunnyside Ave on the Mine Run Interceptor (as defined by Mr. Rubendall's investigations) it should be added to the project. This is contingent upon being prepared to bid the 2021 Project in March 2021. Mr. Woyden indicated it would be predicated on how quickly the survey and base plans could be developed. He indicated he would investigate the potential to accomplish this effort in the timeline needed.

Also, the project will be bid via the PENNBID system utilized for electronic submission of bid documents in PA.

## **TOWNSHIP LIAISON**

Mr. Neights stated to the Board that he passed on the information regarding if a sump pump is connected to the Sanitary Sewer System and property owner to video the lateral to make sure there are no problems when a property is being sold. He advised the Solicitor to contact the Township Manager.

The Chairman stated that that the Authority has Agreements for the property owners to sign with the problems on Sunnyside Avenue. Since it includes storm water from run off, he asked the Solicitor to contact the Township Manager to see if he would like to be a party to the agreement.

## **EDU SALES**

A motion was made by Mr. Hager seconded by Mr. Sorgini and unanimously carried to approve one EDU each for 2938 Ridge Pike, 3822 Germanton Pike, 14 Borton Road, 15 Borton Road & 35 Evansburg Road.

**DEVELOPER AGREEMENT and/or PROFESSIONAL SERVICE AGREEMENT**

A motion was made by Mr. Rose seconded by Mr. Sorgini and unanimously carried to approve the Developer Sewer Service Agreements for Methacton School District for Arrowhead School.

**ENGINEER'S REPORT - EXHIBIT "B"**

There were no questions on the Engineer's Report.

**Mine Run Interceptor Emergency Sewer Repair Payment Estimate No. 2 and Change Order No. 1**

A motion was made by Mr. Rose, seconded by Mr. Sorgini and unanimously carried, to authorize the Chairman to sign Payment Estimate number two for the Mine Run Interceptor Emergency Sewer Repair with Anrich, Inc in the amount of \$15,950.07 and Change Order number one in the amount of 9,287.

**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.

**3225 Walker Lane Agreement**

The Solicitor stated to the Board that the he has the signed Agreement by the property owner to be signed by the Chairman.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 5:05 PM by motion of Mr. Rose, seconded by Mr. Hager and unanimously carried.



Alan Rubendall, Assistant Secretary

BILLS PAID FROM REV. & ADMIN.		FEBRUARY 8, 2021 BOARD MEETING	
21ST CENTUREY MEDIA	ADMIN MISC: ADVERTISEMENT OF MEETING DATES		133.70
ADVANCED AUTO PARTS	TRUCK & EQUIPMENT MAINT / HEALTH & SAFETY: OIL, FILTER, GLOVES		86.86
ADP	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	309.96
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		24.33
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE		269.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.00
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		350.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		545.40
DECKMAN MOTOR & PUMP, INC.	PUMP STATION MAINT: REBUILD PUMP FOR CROSSKEYS		1564.00
ENDICOTT COMM, INC	OPERATING EXPENSES: AFTER HOURS EMERGENCY SERVICE		25.00
GANNETT FLEMING, INC	ENGINEERING FEES / REF / COMP: NOVEMBER 28, 2020 - JANUARY 1, 2021		5237.75
HADLEY, BLAYNE	SAFETY: REIMBURSEMENT OF BOOTS		125.00
HADLEY, KEITH	HOSPITALIZATION: REIMBURSEMENT OF COPAY		110.76
HAGENBUCH, MIKE	SAFETY: REIMBURSEMENT OF BOOTS		125.00
HOME DEPOT	PUMP STATION MAINT, EQUIPMENT MAINT:		157.14
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		77.18
LPVRS	TREATMENT CHARGES		192210.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE FEBRUARY		50.00
NAPA AUTO PARTS	PUMP STATION MAINT, MISC OPERATING EXP: BELT FOR TROOPER BYPASS, RAGS		104.74
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		80.84
PA MUNICIPAL RETIREMENT SYSYTEM	PENSION	[ALREADY ISSUED]	60304.00
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		114.31
PECO	GAS & ELECTRIC		6069.29
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMIN MISC:		358.45
RUBENDALL, ALAN	HOSPITALIZATION: REIMBURSEMENT OF COPAY		150.64
STRATIX LEASING	ADMINISTRATION: COPIER LEASE	[AUTO DEBIT]	321.00
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		406.20
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM		629.83
UNITED HEALTHCARE	HOSPITALIZATION: FEBRUARY PREMIUM		6515.64
US MUNICIPAL	COLLECTION SYSTEM MAINT: MARKING PAINT FOR CONTRACTORS DIGGING		48.40
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		858.50
VERIZON	TELEPHONE: OFFICE FIOS		215.66
VERIZON	TELEPHONE: OFFICE INTERNET		89.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		259.00
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		470.90
XYLEM DEWATERING SOLUTIONS	PUMP STATION MAINT: REPAIR TROOPER BYPASS		2089.49
LPTSA	CREDIT CARD		137.33
LPTSA	PETTY CASH		172.31
LPTSA	PAYROLL	[TRANSFERRED]	36,000.00
		TOTAL	329753.50
BILLS PAID FROM CAPITAL IMPROVEMENT			
ANRICH, INC	EMERGENCY SEWER REPAIR PAYMENT ESTIMATE NO. 2		15950.07
GANNETT FLEMING	ENGINEERING FEES: NOVEMBER 28, 2020 - JANUARY 1, 2021		36247.88
		TOTAL	52197.95
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		8010.00
		TOTAL	8010.00

## **SYSTEM SUPERINTENDENT'S REPORT**

**FEBRUARY 2021**

**FOR WORK DONE JANUARY 1, 2021 – JANUARY 31, 2021**

### **SEWER AUTHORITY PROJECTS:**

**UPDATE: TROOPER ROAD PUMP STATION:** The bypass pump has the new belt installed and is back up and running.

**UPDATE: PORTABLE CAMERA SYSTEM QUOTE:** The sewer camera rig was ordered from Ques with an estimated delivery date of the first week of March.

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

**NO 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: VALLEY FORGE STATION:** Deckmans has given us a list of parts needed to rebuild the Muffin Monster and we will order the parts and get them to them to complete the work.

**UPDATE: OLD UTILITY BODY/PLOW TRUCK:** The truck has been sold on the online auction held for the Township. The Township will be sending us a check for it soon.

**GRANGE AVE. STATION:** We pulled the #2 pump out because the volute has a hole in it from wear and age. We dropped it off for repairs at Deckman's. We put the spare pump in and after about an hour of operation it called out on a seal failure. We pulled that one out and took it to Deckman's also for repair.

**Chapter 94 Report:** We have been working with Gannett and Fleming on getting info together for the report.

### **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.*

**Anderko subdivision:** *7 EDUs were needed. 4 EDUs were purchased and 3 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 132 locations (PA One Calls).
- During a Rain event the compressor belt broke on the bypass pump at Trooper Rd station. Investigation revealed this caused the pump to run for an extended period with no new product entering the volute causing excessive heat which in turn damaged the seal. The entire pump end was removed, delivered to Godwin for service. When the repairs to the pump end were completed the bypass pump was reassembled. Draw down tests were then performed on all pumps at trooper station and results were compared to previous results all pumps were performing well.
- Routine station checks revealed Pump one at Cross Keys station was not operating correctly. We found that the flange gasket for pump one was faulty. The Gasket was replaced and the pump was back in service.
- A normal station check found a fault indication light lit on the transfer switch at Gertrude Ave station. Initial inspection found the generator was running fine but would not transfer to emergency supply. After a lengthy investigation the issue was traced to a loose wire related to the automatic starting of the generator the wire was tightened and the issue was resolved.
- Draw down tests were performed at Smith, Mile Hill and Evansburg stations. The results were recorded and compared with previous results.
- Routine check of Grange Ave station showed pump one was not operating correctly. Investigation revealed a cracked volute. The pump was removed, sent out for repair and spare was installed. The following day the newly refurbished spare pump called out for seal failure. The spare was removed and sent to Deskman's for service, this issue should be covered under warrantee we are awaiting a response.
- We performed a test with the Trailer bypass pump at grange Ave station to insure proper operation of all equipment valves hoses pump etc.
- Audubon Square station was vacuumed out by McGovern.
- A new compressor belt was installed on the Trailer Bypass pump.
- Responded to a call from Lower Providence Library concerning sewer backing up in rest rooms. The pumps and controls were checked and the issue was determined to be a block in the buildings plumbing.
- Responded to call of broken manhole lid on Germantown pike, broken lid was removed and replaced.
- Changed oil and filter on unit one.
- Inspect sewer repair at 47 Casselberry.
- Inspect sewer repair at 652 Winthrop.
- Inspect sewer repair at 2812 Sandpiper.
- Inspect new sewer connections on lots 59 through 62 at Brynwood courts.

**DEPARTMENT INFORMATION:**

	Maintenance	Administration
Regular hours worked	456	300
PTO hours	12	4
Holiday hours	48	32
Overtime	16	n/a
Part-time hours		94.5
Injury related hours	0	0

**GANNETT FLEMING'S REPORT**  
**for the**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**February 8, 2021**

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
66692.110	2021 Capital Project	<ul style="list-style-type: none"><li>- Preparation of plans and specifications continuing</li><li>- Working with Mr. Frey on easement issues for the Second Street phase of the project.</li><li>- Conference call on February 3, 2021 with Tim Woodrow to discuss the Alexandra Drive storm sewer issues</li></ul>
66692.111	Crawford and Park	<ul style="list-style-type: none"><li>- Emailed McMahon on February 2, 2021 asking for a status update on the project.</li></ul>
66692.114	Mine Run Int. Repairs	<ul style="list-style-type: none"><li>- Replied to Contractors extra work requests on January 29, 2021.</li><li>- Estimate #2 presented to the Authority on February 8, 2021.</li></ul>
66692.215	Arrowhead Elementary School	<ul style="list-style-type: none"><li>- Transmitted shop drawing review form to Contractor on January 22, 2021 and January 28, 2021.</li></ul>
66692.216	Moscariello at Crosskeys	<ul style="list-style-type: none"><li>- Sent response to Engineer's e-mail dated January 28, 2021 on February 4, 2021.</li></ul>
66692.217	Culligan Water	<ul style="list-style-type: none"><li>- Reviewed plans and transmitted comments to the Developer on January 20, 2021 and January 28, 2021.</li><li>- Engaged Mr. Frey regarding easement issues between the property owners.</li></ul>