

**REGULAR MEETING**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**MINUTES OF JUNE 14, 2021**

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, June 14, 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. Doug Hager, Treasurer; Mr. Jason Sorgini, Asst. Treasurer

Absent were Authority Members:

Mr. Charles Rose, Vice Chairman; 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; Mr. Eric Frey, Solicitor; Mr. Gary Neights, Liaison.

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 10, 2021 meeting were presented and unanimously carried. Upon motion of Mr. Hager seconded by Mr. Sorgini and 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 & 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 hereto marked as Exhibit "A".

**PERSONNEL**

Employee Retirement Account

Mr. Frey stated to the Board that the Authority does not have to stay with the state pension program and can go with another plan.

After discussion, the Board directed Mrs. Connolly to talk with Mr. Tschoepe about the change and to reach out to the Pennsylvania Municipal Authority Association for suggestions and speak to Mrs. Golas at the Township regarding their plan advisor.

**EQUIPMENT & BUILDING**

Mr. Sorgini stated to the Board that he had nothing additional to report beyond the Superintendent's report.

## **BUDGET**

### **General Insurance Renewal**

Mr. Hager presented to the Board the proposal for General Insurance.

After discussion, a motion was made by Mr. Hager, seconded by Mr. Sorgini and unanimously carried to approve the presented general insurance plan effective July 1, 2021.

## **CAPITAL PROJECTS**

### **Sanitary Sewer Line Replacement**

Mr. Woyden stated to the Board that Anrich, Inc. is expected to start the Sanitary Sewer Replacement Project the third week of June.

## **TOWNSHIP LIAISON**

The Chairman requested that permits issued by the Township get to be reviewed by an Authority representative monthly so that if an EDU needs to be purchased by the property owner can be notified. Mr. Neights responded that the Supervisors receive a report monthly and will discuss the request with them.

## **EDU SALES**

A motion was made by Mr. Sorgini seconded by Mr. Hager and unanimously carried to approve five EDUs for 915 Madison Avenue.

## **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.

## **ATTORNEY REPORT**

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

Mr. Frey stated to the Board that Brynwood Courts wants to dedicate the sanitary sewer line and he is looking into that.

## **OLD BUSINESS**

### **Collection Update for Delinquent Accounts**

The Solicitor presented to the Board an update of the Collections to date. He also stated that he is in touch with the Township as it appears some apartments were put in without knowledge and EDUs need to be purchased.

### **609 Linnet Road Exposed Pipe**

Mr. Woyden presented to the Board the recommended fix.

After discussion, a motion was made by Mr. Sorgini seconded by Mr. Hager and unanimously carried to declare the exposed pipe at 609 Linnet Road an environmental risk/emergency.

A motion was made by Mr. Hager seconded by Mr. Sorgini and unanimously carried directing the Engineer and System Superintendent to repair the exposed pipe as long as it does not exceed the bid threshold.

**NEW BUSINESS**

**DEP Request**

Mr. Rubendall stated to the Board that he received an email from DEP concerning the hydraulic overload conditions and he is requesting additional information and an update to the corrective action plan.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 5:15 PM by motion of Mr. Hager, seconded by Mr. Sorgini and unanimously carried.

  
Robert Tschoepe, Secretary

BILLS PAID FROM REV. & ADMIN.		JUNE 14, 2021 BOARD MEETING	
21ST CENTURY MEDIA	ADMINISTRATION: ADVERTISE 06/30/2020 BALANCE SHEET		252.17
ADP	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	184.06
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		26.44
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE		269.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
BEE BERGVALL & COMPANY	AUDIT COMPLETION		500.00
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		350.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		228.88
DECKMAN MOTOR & PUMP INC	PUMP STATION MAINT: REBUILD PUMP FOR AUDUBON SQUAREE PS		7603.00
DISCHEL BARTLE & DOOLEY	LEGAL FEES, SPECIAL PROJECTS, REF: MONTH OF APRIL		5230.57
EASTERN ALLIANCE INSURANCE GROUP	INSURANCE: WORKERS COMP 07/01/2021 - 07/01/2022		10975.00
EJ	COLLECTION SYSTEM MAINT: MANHOLE CASTINGS & LIDS TROOPER RD & STOCK		3331.10
ENDICOTT COMM, INC	OPERATING EXPENSES: AFTER HOURS EMERGENCY SERVICE		35.75
EXETER SUPPLY	COLLECTION SYSTEM MAINT: MANHOLE LID & GASKET MATERIAL		37.02
GANNETT FLEMING, INC	ENGINEERING FEES / REF: APRIL 3, 2021 - MAY 7, 2021		10262.48
HADLEY, KEITH	HOSPITALIZATION: REIMBURSEMENT OF COPAY		213.31
HOME DEPOT	TRUCK & EQUIPMENT MAINT, BUILDING MAINT, PUMP STATION MAINT, SAFETY:		857.59
JAMES KENNEY EXCAVATING	PUMP STATION MAINT: WALKER LANE REPAIR		322.00
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		81.05
LPVRS	TREATMENT CHARGES		192405.00
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		77.36
PA MUNICIPAL AUTHORITIES ASSOC	ADMINISTRATION: COPIES OF MUNICIPAL AUTHORITIES ACT 2021-2022 EDITION		200.00
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		145.16
PAYAGRO	COMPUTER BILLING: ACH IMPLEMENTATION		995.00
PECO	GAS & ELECTRIC		3052.42
RAHN'S CONSTRUCTION MATERIAL	COLLECTION SYSTEM MAINT: MANHOLE LID GASKET MATERIAL		700.00
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMIN MISC / OPERATING EXPENSES: DOCUMENT DESTRUCTION, OFFICE SUPPLIES		297.69
RUBENDALL, ALAN	HOSPITALIZATION: REIMBURSEMENT OF COPAY		676.53
SCINTILLA AUTO & TRUCK REPAIR	TRUCK & EQUIPMENT MAINT: TRUCK INSPECTION		64.66
STRATIX LEASING	ADMINISTRATION: COPIER LEASE	[AUTO DEBIT]	321.00
STRATIX SYSTEMS	ADMINISTRATION: COPY BASE RATE CHARGE 6/11/2021 - 09/10/2021		366.81
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER, COOLER RENTAL		43.00
SUN LIFE	INSURANCE: JULY PREMIUM LIFE, AD&D, LTD, STD, DENTAL, VISION	[AUTO DEBIT]	1163.76
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		256.99
UNITED HEALTHCARE	HOSPITALIZATION: JULY PREMIUM		7094.15
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		864.90
VERIZON	TELEPHONE: OFFICE FIOS		215.22
VERIZON	TELEPHONE: OFFICE INTERNET		89.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		259.05
WELLS FARGO	DEBT SERVICE: INTEREST 2016 NOTE	[AUTO DEBIT]	931.47
WELLS FARGO	DEBT SERVICE: INTEREST 2020 NOTE	[AUTO DEBIT]	11040.56
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT		655.99
LPTSA	CREDIT CARD		48.99
LPTSA	PAYROLL	[TRANSFERRED]	45,000.00
TOTAL			307789.19
BILLS PAID FROM CAPITAL IMPROVEMENT			
DISCHEL BARTLE & DOOLEY	LEGAL FEES: MONTH OF APRIL		864.00
GANNETT FLEMING	ENGINEERING FEES: APRIL 3, 2021 - MAY 7, 2021		29353.46
TOTAL			30217.46
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		13350.00
TOTAL			13350.00

**GANNETT FLEMING'S REPORT**  
**for the**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**June 14, 2021**

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
66692.110	2021 Capital Project	<ul style="list-style-type: none"><li>- Review of insurance information and bonds.</li><li>- Transmitted Notice of Award and Agreements to Contractor on June 7, 2021.</li></ul>
66692.117	Second Street Area	<ul style="list-style-type: none"><li>- As requested by Mr. Frey, the Hallowell Property was staked out to provide a visual reference for the limits of the easement for the homeowner.</li></ul>
66692.118	Exposed Sanitary Sewer	<ul style="list-style-type: none"><li>- A field view was performed with Alan Rubendall on May 25, 2021. A proposed repair approach has been determined.</li></ul>
66692.216	Moscariello	<ul style="list-style-type: none"><li>- Transmitted reviewed shop drawings May 17, 2021.</li><li>- Attended pre-construction meeting on June 2, 2021.</li></ul>
66692.219	2825 Egypt Road	<ul style="list-style-type: none"><li>- Transmitted review letter to Engineer on May 27, 2021.</li></ul>
66692.223	102 N. Park Avenue	<ul style="list-style-type: none"><li>- E-mailed review comments to the Engineer on June 8, 2021.</li></ul>

# SYSTEM SUPERINTENDENT'S REPORT

JUNE 2021

FOR WORK DONE MAY 1, 2021 – MAY 31, 2021

## SEWER AUTHORITY PROJECTS:

**UPDATE: INDIAN HEAD LANE:** We have not heard from Mr. Pergolese or his Engineer about this project planning.

**UPDATE: 609 LINNETT ROAD:** Met with Ken Finger and an environmental specialist from Gannett's office to look at exposed pipe to decide the best way to do repair and decide what if any DEP permits may be needed.

**UPDATE: PORTABLE CAMERA SYSTEM DEMO:** We had scheduled a demonstration for the sewer camera then they cancelled it due to a medical emergence then rescheduled and completed two half day training courses.

**UPDATE: CIP PROJECT:** Anrich has been sent a notice of award for the 2021 sewer replacement project. We are working on getting a start date and a completion date so we can inform all the local authorities of the work areas and dates. We also sent out letters to all residents in project areas to inform them of the work in their neighborhoods and waiver letters to all residents in project area to be signed and returned allowing us to replace the laterals on their property's.

**UPDATE: GRANGE AVE/AUDUBON SQUARE STATION:** The picked up the now spare pump for this station and put it on shelf.

**EVANSBURG STATION:** Automatic caller called out saying High wet well level. After responding to call we found that neither pump was pumping to its capacity. Pulled both pumps found no issue then pulled both check valves and both gate valves apart and found wades of wipes hung up in the valves restricting the pumps from pumping full capacity. After cleaning out all the rags pump #1 was not pumping right so we swapped it with pump #2 to confirm that it's a pump issue and not another blockage problem. its confirmed that it's a pump issue and we dropped it to Deskman's for repair estimate.

**GARAGE:** We have been wrapping/covering all the outside wood at shop with aluminum and vinyl instead of repainting it all.

## 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.*

**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 157 locations (PA One Calls).
- Responded to high wet well alarm at Audubon Rd station. Upon arrival at the station we found both pumps running and the wet well level still rising. After confirming proper operation of the station, we then back tracked the sewer system to determine the cause of the excessive flow. We were able to pinpoint the source to pool contractors cleaning Chadwick's pool, we stopped them from pumping into the sanitary sewer and the issue was resolved.
- Responded high wet well alarm at Evansburg station. After a lengthy investigation we found pump one was not operating due to an internal electrical issue and pump two was not pumping properly because the check valve was partially blocked. Pump one was removed sent out for repair and the spare was installed. We then disassembled, inspected, cleaned and reassembled all valves to eliminate any further issues.
- Cleaned all sewer main on Farmhouse Rd about 1,500 feet.
- Posted water shutoff notices.
- Gathered materials and began replacing old soffit with vinyl and capping all exposed wood with aluminum on sewer authority garages.
- Attended two day training program for new camera equipment with a cues representative.
- Plunged and cleared lateral at 2751 Lantern Lane.
- Plunged and cleared lateral at 3725 Worthington Rd.
- Plunged and cleared lateral at 817 Morning Dove Rd.
- Inspect sewer lateral repair at 1148 Thrush Ln.
- Inspect sewer lateral repair at 1033 Cardinal Ln.
- Inspect sewer lateral repair at 819 Sunnyside Ave.
- Inspect new sewer connection at 3801 and 3812 Addison Ct.

**DEPARTMENT INFORMATION:**

	Maintenance	Administration
Regular hours worked	452	280
PTO hours	36	72
Holiday hours	24	16
Overtime	20	n/a
Part-time hours		93
Injury related hours	0	0