

**REGULAR MEETING**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**MINUTES OF AUGUST 9, 2021**

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, August 9, 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 (via phone and/or computer video meeting); 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; Mr. Eric Frey, Solicitor

Visitors not on Agenda: Ms. Leah Baird, Mr. Robert Maro

**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 personnel matters.

**MINUTES**

The minutes of the July 12, 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.

**PUBLIC COMMENTS**

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

20 Moyer Road, 11 S. Trooper Road, 14 Eagleville Road

Mr. Robert Maro presented a letter to the Board. Mr. Maro stated to the Board that he has concerns with the Authority and its appointed representatives along with their arbitrary and unreasonable handling of EDUs.

Mr. Maro stated that Mr. Rubendall or any member of the Sewer Authority is not permitted on any property that he owns or has interest in.

Mr. Maro noted in his letter that he listed thirty-one properties that have multi units and wants to ensure that the Sewer Authority is applying sewer rates properly and not arbitrarily. Mr. Maro stated that he will wait to hear back from the Authority as to how they want to proceed.

The Chairman asked for a motion to return to the Agenda. Upon motion of Mr. Sorgini, 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. Hager seconded by Mr. Sorgini and unanimously carried, the Board approved payment of bills from Revenue & Administration, Capital Improvement and Capital Reserve hereto marked as Exhibit "A".

## **PERSONNEL**

### **Employee Retirement Account**

The Chairman stated to the Board that the letter for the Municipal Employee Ballot to get written consent to approve the withdrawal from PMRS to all of the members (active & retired).

### **Employee Handbook**

A motion was made by Mr. Sorgini, seconded by Mr. Hager and unanimously carried, to correct the error on Page 2, number seven of the Employee Handbook to read, if an employee is separated from the services with the Authority, there will not be reimbursement for unused accumulated PTO.

## **BUDGET & RATES**

### **Audit**

Mr. Hager stated to the Board that the Auditor was in to start the Audit and will be back again later in August.

## **CAPITAL PROJECTS**

### **Sanitary Sewer Line Replacement**

Mr. Rose stated to the Board that the Notice to Proceed was issued on August 2, 2021. The contractor planned to start cutting the road but had equipment issues. The pipe has been acquired, but not delivered.

For the 2022 project, Mr. Rose stated to the Board that the easement work is underway as well as the environmental permitting and surveying has been authorized.

## **EDU SALES**

A motion was made by Mr. Hager seconded by Mr. Rose and unanimously carried to approve one EDU for 3857 Germantown Pike.

## **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.

## **OLD BUSINESS**

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

Mr. Frey stated to the Board that the Attorney for 5 Henry Avenue has stopped responding.

The Board directed Mr. Frey to move forward with foreclosure against 2811 Coppermine Road. The account has a past due balance of \$6944.39.

### **Mobile Home Parks Collection**

Mr. Woyden stated to the Board that Flow Assessment Services has been contacted about the metering and they are waiting on a date to meet onsite to determine the placement of the meters.

609 Linnet Road Exposed Pipe

Mr. Rose stated to the Board that the surveying is completed, design drawing is being prepared and Anrich is willing to do the project as a change order to 2021 project.

After discussion, the Board suggested getting a price from Anrich and if it wasn't a fair price, then they would get three quotes.

ADJOURNMENT

A motion was made to close the meeting and go into executive session to discuss matters of potential litigation at 5:05 PM by motion of Mr. Rose, seconded by Mr. Sorgini and unanimously carried.

A handwritten signature in cursive script, appearing to read "Robert Tschoepe", written over a horizontal line.

Robert Tschoepe, Secretary

BILLS PAID FROM REV. & ADMIN.		AUGUST 9, 2021 BOARD MEETING	
ADP	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	184.06
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS		28.41
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE		269.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
CHEMSEARCH	PUMP STATION MAINT: CHEMICALS FOR GREASE CONTROL AT STATIONS		914.50
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		350.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		536.40
DANICA CONSULTING & TRAINING SERVICE	TRAINING: DEP REQUIRED COURSE SECURING WATER & WASTEWATER FACILITIES FOR BH & MH		500.00
DECKMAN MOTOR & PUMP	PUMP STATION MAINT: REBUILD PUMP FOR MILE HILL		3335.00
DISCHEL BARTLE & DOOLEY	LEGAL FEES, SPECIAL PROJECTS, REF: MONTH OF JUNE		3216.00
EASTERN ALLIANCE INSURANCE GROUP	WORKERS COMPENSATION AUDIT FOR POLICY PERIOD 07/01/2020 - 07/01/2021		522.00
GANNETT FLEMING, INC	ENGINEERING FEES / REF: JUNE 5, 2021 - JULY 2, 2021		13047.45
GRAINGER	PUMP STATION MAINT: THERMOSTAT FOR CABINET HEATER AT ST GABES PS		27.50
HADLEY, KEITH	HOSPITALIZATION: REIMBURSEMENT OF COPAY		53.90
HAJOCA CORPORATION	TRUCK & EQUIPMENT MAINT: CLAW GRABBER TOOL FOR SEWER CLEANER		61.00
HOME DEPOT	GARAGE MAINT, OPERATING EXPENSES: SUPPLIES TO REAIR SOFFIT, PAPER TOWELS		256.10
HOMER GROUP	ADMINISTRATION: ACCOUNT CARDS		51.50
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		81.05
KAPPE ASSOCIATES, INC.	PUMP STATION MAINT: SEAL FOR MILE HILL ROAD PUMP STATION		170.00
LPVRS	TREATMENT CHARGES		192930.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE JULY		50.00
NAPA AUTO PARTS	PUMP STATION MAINT: BATTERY FOR GENERATOR AT SMITH ROAD PS		134.22
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		75.96
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		165.45
PECO	GAS & ELECTRIC		3108.58
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMIN MISC / OPERATING EXPENSES: OFFICE SUPPLIES, DOCUMENT SHREDDING		319.25
SANTONIS GARAGE	TRUCK & EQUIPMENT MAINT: REPAIR OUTSIDE TANK AIR LEAK		1510.35
SHERWIN WILLIAMS	BUILDING OPERATION & MAINT: PAINT FOR OFFICE		17.46
STRATIX LEASING	ADMINISTRATION: COPIER LEASE	[AUTO DEBIT]	321.00
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER, WATER COOLER RENTAL		38.00
SUN LIFE	INSURANCE: AUGUST PREMIUM LIFE, AD&D, LTD, STD, DENTAL, VISION	[AUTO DEBIT]	1163.76
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		189.45
UNITED HEALTHCARE	HOSPITALIZATION: BALANCE OF AUGUST PREMIUM	[ALREADY ISSUED]	1056.30
UNITED HEALTHCARE	HOSPITALIZATION: SEPTEMBER PREMIUM		5244.33
US MUNICIPAL	COLLECTION SYSTEM MAINT: MARKING PAINT		57.36
USPS	POSTAGE		550.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		857.14
VERIZON	TELEPHONE: OFFICE FIOS		213.01
VERIZON	TELEPHONE: OFFICE INTERNET		89.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		259.00
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		498.63
LPTSA CREDIT CARD	ADMIN MISC: AFTER HOURS EMERGENCY SERVICE	[TRANSFERRED]	39.29
LPTSA	PETTY CASH		133.71
LPTSA	PAYROLL	[TRANSFERRED]	40,000.00
TOTAL			284662.21
BILLS PAID FROM CAPITAL IMPROVEMENT			
DISCHEL BARTLE & DOOLEY	LEGAL FEES: MONTH OF JUNE		448.00
GANNETT FLEMING	ENGINEERING FEES: JUNE 5, 2021 - JULY 2, 2021		4441.48
TOTAL			4889.48
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		2670.00
EXHIBIT "A"			TOTAL 2670.00

**GANNETT FLEMING'S REPORT**  
**for the**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**August 9, 2021**

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
66692.105	DEP CAP/CMP	<ul style="list-style-type: none"> <li>- Preparing response to DEP requests for status of remediation work addressing SSOs and repair work completed and planned.</li> <li>- Incorporating 2021 project information and future projects</li> </ul>
66692.110	2021 Capital Project	<ul style="list-style-type: none"> <li>- Preconstruction meeting was held on July 28, 2021. Notice to Proceed issued for August 2, 2021. Shop drawings under review.</li> </ul>
66692.117	Second Street Area	<ul style="list-style-type: none"> <li>- Continuing to address easement and environmental issues for inclusion of this area in 2022 project work.</li> </ul>
66692.118	Exposed Sanitary Sewer	<ul style="list-style-type: none"> <li>- Surveying performed on July 22, 2021.</li> <li>- Wetland investigation performed on July 23, 2021.</li> <li>- Transmitted comments of temporary construction easement for 609 Linnet Rd. to Eric Frey on August 4, 2021.</li> <li>- Discussed incorporating work into Anrich Contract with Contractor.</li> </ul>
66692.119	2022 Capital Projects	<ul style="list-style-type: none"> <li>- Survey work scheduled. Notices being prepared for distribution to residents.</li> </ul>
66692.216	Moscariello (Cross Keys Rd)	<ul style="list-style-type: none"> <li>- Construction observation services completed on July 15, 2021.</li> </ul>
66692.222	Montgomery County Warehouse and Garage	<ul style="list-style-type: none"> <li>- Review of shop drawings. Transmitted on July 19, 2021.</li> </ul>
66692.223	102 N. Park Avenue	<ul style="list-style-type: none"> <li>- Transmitted review letter to Engineer on July 16, 2021.</li> <li>- Emailed escrow comment to Engineer on July 30, 2021.</li> </ul>

## **SYSTEM SUPERINTENDENT'S REPORT**

**AUGUST 2021**

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

### **SEWER AUTHORITY PROJECTS:**

**UPDATE - 2021 SEWER REPLACEMENT PROJECT:** Pre Job meeting was held at our office with Anrich on Wednesday 7/28/2021. Anrich stated that he is getting the materials needed for Summit Ave from New York and will be hauling it down and will start the project on Summit as soon as they get the materials here. They asked for contact info for the Firehouse to get permission to stage they're equipment and materials there.

**UPDATE - WORK AT SHOP:** Continued and almost completed doing the vinyl soffit and aluminum fascia on the other shop.

**Update-PUMP REPAIRS:** We picked up the rebuilt spare pump for Mile Hill pump station and put it on the shelf at shop. Still working on prices for Evansburg and Old Baptist for possible retrofitting of wilo pumps in place of existing ones as we have done in the past for a significant savings and we feel a better/longer lasting pump.

**UPDATE - 609 LINNETT ROAD:** Spoke to Anrich at the Sewer Replacement Pre Job meeting and they agreed to add the exposed pipe repair to the project using the project unit prices. We have a temporary easement agreement ready for property owner to sign to allow us to get to repair site through their property

### **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 the schedule for phase 2 is unknown.

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

**102 N Park And B:** Two existing houses are applying to connect to the sewer system. 2 EDUs will be needed.

**MAINTENANCE DEPARTMENT:**

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

- Responded to 185 locations (PA One Calls).
- Tested seal failure modules at all stations to confirm proper operation. We found Smith Rd station had a faulty unit and it was replaced with a spare.
- Performed draw down test at Old Baptist station to record a standard operation point for pump two since it was recently installed and had new volute and impeller.
- Responded to call of pump one failure at Valley Forge station. All possible checks were performed and no issue could be found. Considering this was the second time in one month that this occurred, we checked previous maintenance records and found that this had issue had occurred one year ago as well. Last year the issue was resolved by Dave Drummond. He adjusted the soft start program and recommended replacing the unit, considering it is 20 years old. We have contacted Dave Drummond and are awaiting pricing on all suitable options.
- Routine station checks revealed Smith Rd. stations generator was not operating. After a brief investigation we found the unit had a faulty battery it was replaced with a new one.
- We began chemical treatment of wet wells at Moyer, Washington, Old Baptist, Grange and Fox stations. By treating these stations we also hope to treat Smith and Mile Hill since some of these stations empty into the other two.
- Completed Aluminum capping and soffit repair on second maintenance garage.
- Installed new Led lighting fixture on maintenance garage.
- Attended Pa one call meeting for complex project In the Eagleville Townhomes.
- Inspect lateral repair at 2705 Audubon Rd.
- Inspect lateral repair at 3004 Honey Locust.
- Inspect lateral repair at 712 Barrington.

**DEPARTMENT INFORMATION:**

	Maintenance	Administration
Regular hours worked	416	320
PTO hours	112	32
Holiday hours	24	16
Overtime	24	n/a
Part-time hours		26
Injury related hours	0	0