

**REGULAR MEETING**

**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY  
MINUTES OF OCTOBER 11, 2021**

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, October 11, 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; 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 personnel matters and potential litigation.

**MINUTES**

The minutes of the September 13, 2021 meeting were presented. Upon motion of Mr. Rose, seconded by Mr. Tschoepe 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 and Capital Improvement.

Upon motion of Mr. Hager seconded by Mr. Sorgini and unanimously carried, the Board approved payment of bills from Revenue & Administration and Capital Improvement hereto marked as Exhibit "A".

**PERSONNEL**

Employee Retirement Account

Mr. Tschoepe stated to the Board the Pension Committee met and asked the Board if there was any questions on the Request for Proposal to provide all necessary actuarial, administrative, investment advisory and custodial services required.

After discussion, a motion was made by Mr. Hager seconded by Mr. Tschoepe and unanimously carried, to submit the Request for Proposal on Penn Bid.

A motion was made by Mr. Tschoepe seconded by Mr. Sorgini and unanimously carried, to update the employee handbook that it is requested to give three months' notice when retiring.

Health Insurance - Hospitalization Policy

Mr. Frey presented to the Board the updated Health Insurance Hospitalization Policy.

After discussion, a motion was made Mr. Tschoepe seconded by Mr. Sorgini and unanimously carried, to approve the Health Insurance Hospitalization Policy and update in the Handbook.

### **EQUIPMENT & BUILDING**

Mr. Sorgini stated to the Board that pump repairs are being done at Evansburg, Old Baptist and Smith Road.

The Board discussed air purifiers and asked the Engineer to look into options.

### **TOWNSHIP LIAISON**

Mr. Neights suggested if we can put something on the Township website and/or Facebook page about putting a check valve in for anything below grade that would be helpful to the residents and to prepare for the next flood.

After discussion, Mr. Rose, Mr. Woyden and Mr. Rubendall will meet to get a list together.

### **CAPITAL PROJECTS**

#### **2021 Sanitary Sewer Line Replacement**

Mr. Rose stated to the Board that the contractor is pushing to get more materials with small movement. Equipment has been placed at Walker Lane along with some manholes. The crews are on other jobs where material was available and are three weeks out weather permitting to start.

#### **2022 Sanitary Sewer Line Replacement**

Mr. Rose stated to the Board that the Engineer is progressing with the design.

#### **Exposed Sewer – Mine Run**

Mr. Rose stated to the Board that Alan has identified additional exposed sewers along the Mine Run Interceptor from Tropical Storm Ida.

After discussion, a motion was made by Mr. Hager seconded by Mr. Tschoepe and unanimously carried to declare the exposed pipes as an environmental risk/emergency.

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

Mr. Woyden will bring alternatives to the Board for review prior to proceeding with any repairs.

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

There were no questions on the Engineer's Report

### **SYSTEM SUPERINTENDENT'S REPORT "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**

#### **Mobile Home Park**


The Flow Assessment temporary flow metering proposal was provided to the Board for review. The Board elected not to take action on the proposal at this time

#### **Annual Inspection**

The Annual Inspection will be held on Saturday, November 6, 2021 at 9:00 AM starting at the Authority garage.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:30 PM by motion of Mr. Rose, seconded by Mr. Sorgini and unanimously carried.

  
Robert Tschoepe, Secretary

BILLS PAID FROM REV. & ADMIN.		OCTOBER 11, 2021 BOARD MEETING	
ADP	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	206.86
AMERICAN WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		27.64
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE, POSTAGE, PRINTING OF BILLS		5,170.65
ARC DOCUMENT SOLUTIONS	OPERATING EXPENSES: LARGE FORMAT SCANNING		355.20
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
AUDUBON WATER COMPANY	SEWER RENTAL: ADMINISTRATIVE & WATER SHUT OFF FEES		250.00
BEE, BERGVALL & CO.	AUDIT: PROGRESS BILL THROUGH AUGUST 31, 2021 FOR 2021 AUDIT		6800.00
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		280.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		264.75
DAVID JAMES REAL ESTATE	RETURN OF BALANCE FROM PROFESSIONAL SERVICES AGREEMENT ESCROW		1000.00
DISCHEL BARTLE & DOOLEY	LEGAL FEES, SPEECIAL PROJECTS, REF: MONTH OF AUGUST		4464.00
EPWPCOA	ANNUAL DUES		160.00
EXETER SUPPLY CO INC	COLLECTION SYSTEM MAINT: BALLS FOR CHECK VALVES		232.06
GANNETT FLEMING, INC	ENGINEERING FEES. SPECIAL PROJECTS, REF: JULY 31, 2021 - AUGUST 27, 2021		5773.70
GRAINGER	TRUCK & EQUIPMENT MAINT: PART TO REAPIR PORTABLE AIR TANK, DRILL BITS		35.00
HADLEY, KEITH	THIRTY YEARS OF SERVICE AWARD		200.00
HOME DEPOT	COLLECTION SYSTEM MAINT, OPERATING EXPENSES, PUMP STATION MAINT, OFFICE		554.10
JOHNSON AMERICAN FASTENER CO	COLLECTION SYSTEM MAINT: BOLTS TO SECURE MH LIDS, BALL VALVES		50.80
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		81.05
KEN CUGNINI	RETURN OF BALANCE FROM PROFESSIONAL SERVICES AGREEMENT ESCROW		251.00
LINMIKE, LLC	RETURN OF BALANCE FROM PROFESSIONAL SERVICES AGREEMENT ESCROW		718.40
LPVRS	TREATMENT CHARGES		192765.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE SEPTEMBER		100.00
NAPA AUTO PARTS	OPERATING EXPENSES: SOCKETS TO COMPLETE IMPACT SET		31.27
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		79.23
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		209.88
PECO	GAS & ELECTRIC		6461.35
PENNDOT	BRIDGE OCCUPANCY LICENSES		324.66
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMIN MISC: DOCUMENT SHREDDING		132.28
RUBENDALL, ALAN	HOSPITALIZATION: REIMBURSEMENT OF COPAY		300.00
SANTONIS GARAGE	TRUCK & EQUIPMENT MAINT: STATE INSPECTION FOR SEWER CLEANER		89.00
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER COOLER RENTAL		18.00
SHARP WATER CULLIGAN	RETURN OF BALANCE FROM PROFESSIONAL SERVICES AGREEMENT ESCROW		2631.70
STRATIX LEASING	ADMINISTRATION: COPIER LEASE	[AUTO DEBIT]	321.00
SUN LIFE	INSURANCE: PREMIUM LIFE, AD&D, LTD, STD, DENTAL, VISION	[AUTO DEBIT]	1163.76
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		263.20
UNITED HEALTHCARE	HOSPITALIZATION: PREMIUM		6285.34
UNITED RENTAL	TRUCK & EQUIPMENT: REPAIR CONFINED SPACE METER, TAPE MEASURE		296.47
VALLEY FORGE SECURITY CENTER	BUILDING OPERATION & MAINT: TROUBLE SHOOT SECURITY MONITOR		199.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		867.29
VERIZON	TELEPHONE: OFFICE FIOS		223.45
VERIZON	TELEPHONE: OFFICE INTERNET		109.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		258.70
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: FUEL FOR VEHICLES & EQUIPMENT DUE TO TROPICAL STORM	[DEBIT DONE]	1690.21
WEX BANK	TRUCK & EQUIPMENT: FUEL FOR VEHICLES & EQUIPMENT		355.06
LPTSA CREDIT CARD	ADMIN MISC: AFTER HOURS EMERGENCY SERVICE, NORTON FOR COMPUTERS		340.62
	PUMP STATION MAINT: PUMP FOR SHOP, DRILL BITS	[TRANSFERRED]	
LPTSA	PETTY CASH		165.77
LPTSA	PAYROLL	[TRANSFERRED]	40,000.00
TOTAL			294593.54
BILLS PAID FROM CAPITAL IMPROVEMENT			
COPPERHEAD CUSTOM, INC	EMERGENCY: HYDROVAC STONE / DEBRIS FROM HOY PARK MH FROM STORM		2950.00
COMMONWEALTH PRECAST	CONCRETE CASATINGS & LIDS		240.00
DISCHEL BARTLE & DOOLEY	LEGAL FEES: MONTH OF AUGUST		1568.00
GANNETT FLEMING	ENGINEERING FEES: JULY 31, 2021 - AUGUST 27, 2021		22016.11
JAMES KENNEY EXCAVATING	EMERGENCY: MOVE DEBRIS, MANHOLES FROM STORM HOY PARK, VISITATION RD, FEATHE		6910.00
MATOS TREE SERVICE	EMERGENCY: REMOVE TREE FROM VF PS DUE DUE STORM DAMAGE		500.00
SEWER PECIALTIES SERVICES CO, INC	EMERGENCY: HEAVY CLEANING HOY PARK		9000.00
XYLEM	EMERGENCY: PUMP FOR HOY PARK		5779.99
EXHIBIT "A"			
TOTAL			48964.10

**GANNETT FLEMING'S REPORT**  
**for the**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**October 11, 2021**

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
66692.105	DEP CAP/CMP	- Response to DEP requests for status of remediation work addressing SSOs and repair work completed and planned submitted October 8, 2021.
66692.110	2021 Capital Project	- Ongoing issues with material deliveries. Working with Contractor to develop a schedule for the work.
66692.118	Exposed Sanitary Sewer	- Submitted plans for the repair to Anrich on October 6, 2021 for a cost estimate to add the work to the existing 2021 Project.
66692.119	2022 Capital Projects	- Survey work completed. Working with Mr. Frey on final easement locations. Plans being prepared.
66692.120	Wastewater Flow Metering	- Received proposal from Flow Assessment. Copy sent to Alan Rubendall October 6, 2021 for consideration by the Board.
66692.205	306 Level Road	- Review status and contact Developer concerning testing, as-builts, etc.
66692.211	Eagleville Hospital	- Review status and contact Developer concerning testing, as-builts, etc.
66692.215	Arrowhead Elementary School	- Review status and contact Developer concerning testing, as-builts, etc.
66692.222	Montgomery County E.O.C. Garage and Warehouse	- Transmitted review letter to Engineer on September 30, 2021. - Attended Pre-job construction meeting on October 7, 2021.
66692.223	102 N. Park Ave	- Transmitted review letter to Engineer on September 23, 2021.

## **SYSTEM SUPERINTENDENT'S REPORT**

**OCTOBER 2021**

**FOR WORK DONE SEPTEMBER 1, 2021 – SEPTEMBER 30, 2021**

### **SEWER AUTHORITY PROJECTS:**

**NO 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.

**NO UPDATE- WORK AT SHOP:** Doing the vinyl soffit and aluminum fascia on the other shop.

**UPDATE-PUMP REPAIRS:** We ordered the replacement pump for Evansburg Station. We are still working on a quote for Old Baptist pump replacement. We are going to retrofit a wilo pump in place of the existing Hydromatic pump as we have done in the past for a significant savings and we feel a better/longer lasting pump. There is a couple electrical components that need to be changed out in order to do this retrofit which is taking a little more time.

**NO 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.

**SMITH ROAD PUMP STATION:** During the electrical storm that we had Monday night on 10/4 and Tuesday morning on 10/5 we must have gotten an electrical surge at our electrical panel and it blew up the surge protector, the Capacitor and a few other electrical components and possibly damaged one of the pumps. We will be taking the pump down to Deckmans to be tested and repaired if needed.

**VALLEY FORGE STATION:** A tree fell over in the creek upstream of Valley Forge Station during Hurricane IDA and washed down behind the station and got hung on our force main that sits on pillars above ground crossing the creek. We had MATOS Tree Service come in and cut it up and remove it off the Force Main and out of the creek bed.

**2 NEW EXPOSED SEWER MAINS:** Met with Ed and Ken from Gannett Fleming's Office Onsite at two separate exposed sewer mains caused by Hurricane IDA. One on the 15 " Sewer main on the Mine Run Interceptor off S Park Avenue and one on the Falcon Road creek crossing on a 8" main branched off of Mine Run.

**TRAILER PARK METERING:** Met with Ken Onsite and located two spots to install sewer flow meters at Trooper Park and also Sunnyside Park to meter both sights separately. We will have quote at meeting for review.

**DISLODGED MANHOLES:** We had 3 manhole lids come off during Hurricane IDA and also one concrete cone section with the casting and lid bolted to it. The lids that came off were at Appledale Road, Featherbed Lane and one at Hoy Park. The concrete cone section with the casting and lid attached to it came off at Eagleville Run ROW off Visitation Road. All four manholes and some of the sewer mains got filled with rocks, debris and silt and clogged. All four issues have been taken care of and sewer mains have been cleaned and videoed.

**OLD ARCOLA STATION SITE:** The fenced in area at the old station site was under water during Hurricane IDA and sticks and leaves and debris got hung up in cyclone fence and the current of the creek laid the fence over and bent all the upright fencepost. We will get quotes for the repairs for next month's Authority meeting.

**FLOODED BASEMENTS:** We had four or five Residents call in during or after Hurricane IDA with flooded basements. If they called during the rains we went out and plugged their traps and stopped the flow. We suggested to them that if they had any property damage claims that they should turn it into their insurance company.

**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 213 locations (PA One Calls).
- Responded to call of pump 2 failure at Audubon Sq station. Both pumps were pulled disassembled volutes and impellers were cleared. The pumps were reinstalled and amp draws were preformed everything checked out fine. The problem persisted so all check valves and ball valves were disassembled inspected and cleaned. Eventually the cause of the issue was determined to be pump two contactor overload was faulty, it was replaced with a previously used spare and the issue has not reoccurred.
- In preparation of upcoming storm the root cutter with 10 inch blade was ran on Park Avenue from MH 41-MH45 about 1000 feet.
- Responded to damage caused by flooding. The casting and cone of Manhole ER37 on Eagleville Interceptor had been removed and the remaining section filled with debris. We worked with a contractor and excavator to remove debris and reassemble the Manhole.
- Respond to sewer blockage caused by flooding on Appledale R.O.W. The cover, inner lid and T Bar of Manhole 58 had been blown off and the manhole filled with debris. Using a combination of 3 and 4 inch bypass pumps and installing plugs we were able to control flow long enough to clear debris from the manhole. In addition to clearing the manhole the sewer cleaner was used to insure the next downstream run was clean about 200 feet to MH57.
- Respond to sewer blockage caused by flooding on Featherbed LN. The covers of MH516 and MH517 were blown off and debris filled MH516. The 4 inch trailer bypass was used to bypass the flow until we were able to install a plug and remove the debris from manhole 516. The sewer cleaner was also used to insure downstream sewer main was clean from MH517 to MH513 about 600feet.
- Raised Manholes 516 and 517 using brick and mortar and replaced castings with bolt down type to accommodate township restoration of Featherbed Lane.
- Responded to sewer blockage caused by flooding at Tyson Mill RD. The cover of manhole ER4 was dislodged and the manhole filled with 6 foot of stone debris. A six inch bypass pump and plugging equipment was rented and installed to bypass the sewer flow. We than worked with a contractor to excavated and disassembled the manhole sections and removed the debris from the remaining section by hand. With the manhole clear and reassembled we then used our cleaner in combination with hired contractors and their equipment to clear the remaining debris from the line.
- Reinstalled entire casting, cover and inner lid assembly of MH10 off Shearwater damaged by flooding.
- Responded to calls of sewer backing up into homes during storm at 801 Mockingbird LN, 102 Hillside and 112 Hollywood Ave. Sewer lines were temporally plugged to stop damage.
- Collected Deductible meter readings.
- Posted water shutoff notices.
- Inspected sewer repair at 2917 Ridge Pike, 3030 Peacock and 148 Woodlyn Ave.
- Inspected new Sewer connections lots 54,55,56,57 and 58 at Brynwood Ct.

**DEPARTMENT INFORMATION:**

	Maintenance	Administration
Regular hours worked	496	328
PTO hours	8	8
Holiday hours	24	16
Overtime	120	n/a
Part-time hours		72
Injury related hours	0	0