

**REGULAR MEETING**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**MINUTES OF JANUARY 10, 2022**

The Reorganization / Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, January 10, 2022 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, Mr. Charles Rose, Mr. Robert Tschoepe, Mr. Jason Sorgini and Mr. Frank McDonough.

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.

**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.

**TEMPORARY CHAIRMAN**

The Chairman asked for a motion to turn the meeting over to Mr. Frey.

Upon motion of Mr. Tschoepe, seconded by Mr. Sorgini and unanimously carried, Mr. Frey was appointed as temporary Chairman for the election of Chairman.

**APPOINTMENT OF CHAIRMAN**

Mr. Frey asked for nominations for the office of Chairman.

Mr. Rose made a motion nominating Fred Walker as Chairman. The motion was seconded by Mr. Sorgini and unanimously carried.

Mr. Frey turned the meeting back to the Chairman, Mr. Walker.

**APPOINTMENT'S**

The Chairman made a motion nominating Mr. Rose as Vice Chairman, Mr. Tschoepe as Secretary, Mr. Sorgini as Treasurer, Mr. McDonough as Assistant Treasurer, Mr. Rubendall as Assistant Secretary and Mrs. Connolly as Open Records Officer. The motion was seconded by Mr. Sorgini and unanimously carried.

**APPOINTMENT OF SOLICITOR**

Mr. Sorgini made a motion to reappoint the law firm of Dischell Bartle Dooley, P.C. per the established rate. The nomination was seconded by Mr. Rose and unanimously carried.

**APPOINTMENT OF ENGINEER**

Mr. Tschoepe made a motion to reappoint the engineering firm of Gannet Fleming, Inc. per the established rate. The nomination was seconded by Mr. Sorgini and unanimously carried.

**APPOINTMENT OF AUDITOR**

Mr. Rose made a motion to appoint Bee, Bergvall & Company as Auditor. The motion was seconded by Mr. Tschoepe and unanimously carried.

**APPOINTMENT OF DEPOSITORS**

Mr. Sorgini made a motion to appoint Trumark Financial Credit Union and Victory Bank as Depositors. The motion was seconded by Mr. McDonough and unanimously carried.

**APPOINTMENT OF COMMITTEES**

The Chairman made a motion to appoint the following committees:

Personnel & Pension - Mr. Tschoepe; Equipment & Building - Mr. McDonough; Rates & Budget - Mr. Sorgini and Capital Projects - Mr. Rose. The motion was seconded by Mr. Tschoepe and unanimously carried.

**MEETING DATES & TIMES**

A motion was made by Mr. Tschoepe, seconded by Mr. Sorgini and unanimously carried, to approve the meeting dates for their regular monthly meetings for 2022/2023, held on the second Monday of every month at 4:30P.M. unless otherwise noted, and for said dates and times to be advertised in the local newspaper.

The meeting dates are as follows:

FEBRUARY 14

MARCH 14

APRIL 11

MAY 9

JUNE 13

JULY 11

AUGUST 8

SEPTEMBER 12

OCTOBER 10

NOVEMBER 14

DECEMBER 12

JANUARY 9, 2023 - REORGANIZATION / REGULAR MEETING

**MINUTES**

The minutes of the December 13, 2021 meeting were presented. Upon motion of Mr. Rose seconded by Mr. Sorgini and carried, the reading of the minutes was waived and approved. Mr. Tschoepe abstained from voting as he was not at that meeting.

**TREASURER'S REPORT - EXHIBIT 'A'**

Mr. Sorgini presented to the Board the bills to be paid from the Revenue & Administration and Capital Improvement

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

**PERSONNEL & PENSION**

**Employee Retirement Account**

Mr. Tschoepe stated to the Board that Municipal Reserve balance was transferred on December 29, 2021 from PMRS to Charles Schwab and was invested to target 60% equity and 40% fixed income. The Authority also transferred funds which was enough to make the payments to the retirees on January 1, 2022 in case the PMRS payment did not arrive on time. This amount will be deducted from our MMO payment.

Member assets will be transferred by the end of January once they are determined by PMRS.

401K

Mr. Tschoepe stated to the Board that if the Authority would like to offer an option for its employees to be able to make their own contributions towards retirement, it will want to explore a 457(b) plan. It works the same way as a 401(k), but are for state/local government employees. Charles Schwab can serve as custodian (we can get a discount due to the DB Plan) and Conrad Siegel can serve as the record keeper.

After discussion, the Board directed Mrs. Connolly to get a quote for these type of services.

**EQUIPMENT & BUILDING**

No report this month. Mr. Sorgini brought Mr. McDonough up to date on the previous equipment & building reports.

**CAPITAL PROJECTS**

2021 Sanitary Sewer Line Replacement

Mr. Rose stated to the Board that the mainline replacement on Walker Lane was completed the last week in December 2021. Mainline replacement work has started on the Sunnyside Avenue portion of the project. Estimate no. 2 in the amount of \$279,929.70 was presented for payment and will need approval for the Chairman to sign. The next job conference will be held in the LPTSA conference room on January 18, 2022 at 10:00 AM.

2022 Sanitary Sewer Line Replacement

Design is scheduled to be complete in February 2022.

Exposed Sewer – Mine Run

Survey work is complete and the Design package is being prepared.

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

A motion was made by Mr. Rose, seconded by Mr. Sorgini and unanimously carried, to add Anthony Branca, 420 Church Road Professional Service Agreement to the Agenda.

A motion was made by Mr. Tschoepe. Seconded by Mr. Sorgini and unanimously carried, to approve the Professional Service Agreement for Anthony Branca at 420 Church Road.

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

There were no questions on the Engineer's Report.

2021 Sanitary Sewer Line Replacement

Mr. Woyden requested a motion for payment of Estimate number two.

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 2021 Sanitary Sewer Replacement Project with Anrich in the amount of \$279,929.70.

**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.

A motion was made by Mr. Rose, seconded by Mr. Sorgini and unanimously carried, to add Rosaria Kazel of 102 Hillside Avenue to the Agenda.

After discussion, a motion was made by Mr. Rose seconded by Mr. Tschoepe and unanimously carried, to amend the Minutes of November 3, 2021 to change the amount of \$2490 to \$2500.

**OLD BUSINESS**

**LIHWAP**

Mrs. Connolly stated to the Board that Sewer Authority is now a Vendor for the Low Income Housing Water Assistance Program. The flyer provided by LIHWAP will be posted to the Sewer Authority webpage, Township FB page and in the Winter Newsletter. It will also be mailed out with all the delinquent notices once the billing quarter is over.

**NEW BUSINESS**

**Declaration of Taking Resolution No. 2022-01 - EXHIBIT 'D'**

A motion was made by Mr. Tschoepe, seconded by Mr. McDonough and unanimously carried, to add Resolution No. 2022-01 authorizing the Solicitor to prepare and file Declaration of Taking to the Agenda.

The Solicitor stated to the Board ten property owners have not responded to his request for an easement.

A motion was made by Mr. Tschoepe seconded by Mr. McDonough and unanimously carried to approve Resolution No. 2022-01 hereto marked as Exhibit 'D'.

**Execute Easements**

A motion was made by Mr. Tschoepe, seconded by Mr. McDonough and unanimously carried, to execute the easements for 2980 Second Street and 205 Hillside Avenue.

**PENSION PLAN INVESTMENT POLICY - EXHIBIT 'E'**

Mr. Tschoepe presented to the Board the Pension Plan Investment Statement Policy. Upon motion of Mr. Sorgini seconded by Mr. McDonough and carried, Pension Plan Investment Statement Policy was approved hereto marked as Exhibit 'E'. Mr. Rose abstained from voting.

**BANK SIGNATORIES**

A motion was made by Mr. Walker, seconded by Mr. Sorgini and unanimously carried, to add Mr. McDonough as a signatory on the approved depositories, and to remove Mr. Hager. All other signatories remain the same on the existing accounts.

**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. Tschoepe and unanimously carried.



Alan Rubendall, Assistant Secretary

| BILLS PAID FROM REV. & ADMIN.       |  | JANUARY 10, 2022 BOARD MEETING |           |
|-------------------------------------|--|--------------------------------|-----------|
| ADP                                 | ADMINISTRATION: PAYROLL PROCESSING   | [AUTO DEBIT]                   | 400.14    |
| ADVANCED AUTO PARTS                 | TRUCK & EQUIPMENT MAINT: REAR BRAKES   |                                | 49.39     |
| AMERICAN WATER COMPANY              | COMPUTER BILLING, SEWER RENTAL: MONTHLY METER READINGS                                   |                                | 28.66     |
| AMS                                 | COMPUTER BILLING: MONTHLY MAINTENANCE, POSTAGE, PRINTING OF BILLS                        |                                | 5,549.61  |
| AUDUBON WATER COMPANY               | COMPUTER BILLING: MONTHLY METER READINGS   |                                | 65.06     |
| CITY ELECTRIC SUPPLY                | PUMP STATION MAINT: CONTRACTOR OVERLOAD RELAY FOR EVANSBURG PS                           |                                | 128.80    |
| CLEANING SERVICES                   | BUILDING OPERATION & MAINT: OFFICE CLEANING  |                                | 280.00    |
| CLOVERLEAF TOOL COMPANY             | TRUCK & EQUIPMENT: O-RING FOR SEWER CLEANER  |                                | 45.16     |
| COMMONWEALTH OF PA                  | COLLECTION SYSTEM MAINT: WASTEWATER OPERATOR CERTIFICATION SERVICE FEE                   |                                | 137.00    |
| CONNOLLY, LORI                      | HOSPITALIZATION: REIMBURSEMENT OF COPAY  |                                | 593.45    |
| DISCHEL BARTLE & DOOLEY             | LEGAL FEES, SPECIAL PROJECTS, REF: MONTH OF NOVEMBER & DECEMBER                          |                                | 3252.00   |
| FASTENAL                            | TRUCK & EQUIPMENT MAINT: GRINDER CUT OFF WHEELS  |                                | 13.95     |
| GANNETT FLEMING, INC                | ENGINEERING FEES, SPECIAL PROJECTS, REF: NOVEMBER 6, 2021 - DECEMBER 3, 2021             |                                | 1894.92   |
| GRAINGER                            | PUMP STATION MAINT, SAFETY: TEST LEAD, HARDWARE FASTENERS, WINTER WORK GLOV              |                                | 50.96     |
| HAYES INDUSTRIES                    | PUMP STATION MAINT: ADAPTER PLATE FOR OLD BAPTIST, WASHINGTON, MOYER PS                  |                                | 2070.00   |
| HOME DEPOT                          | PUMP STATION MAINT: BATTERIES FOR DIALERS AT STATIONS, SUPPLIES TO REPAIR MUFFIN MONSTER |                                | 162.20    |
| JP MASCARO                          | OPERATING EXPENSES: TRASH REMOVAL  |                                | 81.05     |
| ROSARIA KAZEL                       | EMERGENCY: SETTLEMENT AGREEMENT  |                                | 2500.00   |
| LPVRS                               | TREATMENT CHARGES  |                                | 192765.00 |
| MAD EXTERMINATORS                   | BUILDING OPERATION & MAINT: EXTERMINATING SERVICE DECEMBER                               |                                | 50.00     |
| MATOS TREE SERVICE                  | PUMP STATION MAINT: REMOVAL OF LEANING TREES AT AUDUBON PUMP STATION                     |                                | 2200.00   |
| MUNICIPAL FINANCE PARTNERS          | SPECIAL PROJECT: CONSULTATION OF PMRS WITHDRAWAL   |                                | 4000.00   |
| PA AMERICAN WATER COMPANY           | WATER: GARAGE & OFFICE   |                                | 73.93     |
| PA ONE CALL                         | COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING                             |                                | 167.22    |
| PECO                                | GAS & ELECTRIC   |                                | 3459.35   |
| PA MUNICIPAL AUTHORITIES ASSOC      | OPERATING EXPENSES: 2022 MEMBERSHIP DUES   |                                | 2300.00   |
| PAYARGO                             | OPERATING EXPENSES: ACH TRANSACTIONS 6/06/2021 - 11/30/2021                              |                                | 731.52    |
| RICHTER OFFICE SUPPLY COMPANY, INC. | ADMIN MISC, OFFICE SUPPLIES: DOCUMENT SHREDDING  |                                | 131.39    |
| RUBENDALL, ALAN                     | HOSPITALIZATION: REIMBURSEMENT OF COPAY  |                                | 40.00     |
| SHARP WATER CULLIGAN                | OPERATING EXPENSES: DRINKING WATER   |                                | 25.00     |
| STRATIX LEASING                     | ADMINISTRATION: COPIER LEASE   | [AUTO DEBIT]                   | 321.00    |
| STRATIX SYSTEMS                     | ADMINISTRATION: CONTRACT BASE RATE 12/11/2021 - 03/10/2022                               |                                | 408.19    |
| SUN LIFE                            | INSURANCE: PREMIUM LIFE, AD&D, LTD, STD, DENTAL, VISION                                  | [AUTO DEBIT]                   | 1163.76   |
| UNIFIRST                            | HEALTH & SAFETY: UNIFORM CLEANING  |                                | 342.25    |
| UNITED HEALTHCARE                   | HOSPITALIZATION: PREMIUM   |                                | 3114.74   |
| VALLEY FORGE SECURITY CENTER        | BUILDING OPERATION & MAINT: YEARLY ALARM SERVICE   |                                | 300.00    |
| VERIZON                             | TELEPHONE: GARAGE & PUMP STATIONS  |                                | 844.92    |
| VERIZON                             | TELEPHONE: OFFICE FIOS   |                                | 215.94    |
| VERIZON                             | TELEPHONE: OFFICE INTERNET   |                                | 109.00    |
| VERIZON WIRELESS                    | TELEPHONE: MOBILE PHONES   |                                | 258.45    |
| 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   |                                | 751.56    |
| LPTSA PETTY CASH                    | POSTAGE CERTIFIED MAIL, FLASHLIGHT, TRUCK & EQUIPMENT MISC                               |                                | 184.77    |
| LPTSA CREDIT CARD                   | MISC: AFTER HOURS EMER SERV, CHECK JOGGER, USB READER MULTI SIZE, PHONE PROTECTOR, MASKS | [TRANSFERRED]                  | 400.98    |
| LPTSA                               | PAYROLL  | [TRANSFERRED]                  | 45,000.00 |
| TOTAL                               |  |                                | 288633.35 |
| BILLS PAID FROM CAPITAL IMPROVEMENT |  |                                |           |
| ANRICH                              | PAYMENT ESTIMATE NO.: 2  |                                | 279929.70 |
| DISCHEL BARTLE & DOOLEY             | LEGAL FEES: MONTH OF DECEMBER  |                                | 1000.00   |
| GANNETT FLEMING                     | ENGINEERING FEES: NOVEMBER 6, 2021 - DECEMBER 3, 2021                                    |                                | 29696.34  |
| TOTAL                               |  |                                | 310626.04 |

**GANNETT FLEMING'S REPORT**  
**for the**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**January 10, 2022**

|           |  |   |   |
|-----------|--|---|---|
| 66692.103 | Chapter 94 Report                            | - | Transmitted information request to Alan Rubendall on January 10, 2022.  |
| 66692.105 | DEP CAP/CMP                                  | - | Phone call with the Township on December 15, 2021 with the Township to discuss projects for the CMP.                              |
| 66692.110 | 2021 Capital Project                         | - | Construction is progressing. Estimate #2 in the amount of \$279,929.70 will be presented at the January 10 <sup>th</sup> meeting. |
| 66692.119 | 2022 Capital Projects                        | - | Design work continuing. On schedule for completion by end of February 2022.   |
| 66692.121 | Exposed Sanitary Sewer - Jode Rd & Park Ave. | - | Survey underway. When base plans are received, design drawing will be prepared.   |
| 66692.122 | FEMA/PEMA Grant Assistance                   | - | Providing support to Alan and Lori for completion of FEMA/PEMA grant applications.  |
|           |  | - |   |

# SYSTEM SUPERINTENDENT'S REPORT

JANUARY 2022

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

## SEWER AUTHORITY PROJECTS:

**FOX ROAD STATION:** We pulled pump #1 out of station due to callout and took it to Deckmans for evaluation. Waiting for a response.

**VALLEY FORGE PUMP STATION:** Had the two trees taken down at Valley Forge Station that were leaning over the station building.

**CLEANED AND VIDEOED MAIN LINES:** Cleaned 2,550 foot of main line on Midland Ave., Third Street and Elm Street. Also videoed 1,350 of these main lines after cleaning it,

**UPDATE - 2021 SEWER REPLACEMENT PROJECT:** Anrich has completed the sewer main replacement on Walker Lane, Jamestown and Roanoke. The crew doing the sewer main moved down to Sunnyside Ave and started replacing the main down there and a second crew came in and started doing the lateral replacements on Walker Lane, Roanoke and Jamestown Circles. They tell us they will be bringing in a third crew to do sewer main also. Our next progress meeting will be held on January 18<sup>th</sup>.

**UPDATE - 609 LINNETT ROAD:** We got a quote from Anrich for the work that needs to be done on the three exposed mains on the Mine Run. It quote seems to be more than we expected so Gannett Fleming suggested that we get some other bids.

**UPDATE - SMITH ROAD PUMP STATION:** We got a quote from Deckmans for repair for the damaged pump and also a quote for pump replacement. After reviewing both quotes we gave them the ok to do the repair.

**UPDATE - DISLODGED MANHOLES FROM HURRICANE:** We are still in contact with FEMA trying to put in a claim in to get reimbursed for the damage done by the hurricane.

**UPDATE - OLD ARCOLA STATION SITE:** All the remains from the abandoned pump station have been removed except for the old electric panel. We are still working on contacting somebody from PECO to come out and disconnect the power to the electric panel so we can eliminate it.

**UPDATE-WALKER STATION:** We are still waiting on a quote for pump repair and pump replacement from Deckmans.

## 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

**MAINTENANCE DEPARTMENT:**

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

- Responded to 164 locations (PA One Calls).
- Replaced leaking Hydraulic line on Sewage grinder at Valley Forge station.
- Responded to pump two failure alarm at Evansburg Rd station. Investigation revealed a faulty thermal overload was causing the issue. The overload was replaced and pump two was brought back online.
- Replaced a faulty flange gasket on pump two at Washington Road station.
- Power washed wet well at Washington Road station.
- Responded to pump one failure alarm at Fox Road station. We determined the pumps electrical windings had failed. The spare pump was installed and the damaged pump was sent out for repair.
- Replaced backup batteries in fault callers at Mile Hill, Washington, Old Baptist, Moyer and Crosskeys stations.
- Called all automated fault callers to confirm proper operation. Providence Crossings caller did not respond. Inspection of the caller showed it was a phone line issue, Verizon was contacted and the problem was resolved.
- Removed fallen trees lodged against two manholes on Eagleville interceptor R.O.W.
- Cleaned gutters and removed leaves at office.
- Disassembled and rebuilt fluid end of sewer cleaner high pressure pump.
- Replaced rear brakes on unit one.
- Calibrated confined space meter.
- Collected deductible meter readings.
- Cleaned sewer main on Midland Ave from MH M1 to M8 and M2 to M3 on Third St about 1500'.
- Cleaned and videoed Midland Ave R.O.W. from manhole M8 to M10 about 1000'.
- Cleaned and videoed Elm St R.O.W. from manhole 311 to 80 350'.
- Inspected sewer repair at 3782 Stoughton Rd.
- Inspected sewer repair at 2734 Lantern Lane.
- Inspected sewer repair at 604 Mourning Dove Rd.

**DEPARTMENT INFORMATION:**

|                      | Maintenance | Administration |
|----------------------|-------------|----------------|
| Regular hours worked | 388         | 272            |
| PTO hours            | 20          | 24             |
| Holiday hours        | 72          | 48             |
| Overtime             | 24          | n/a            |
| Part-time hours      |             | 50             |
| Injury related hours | 0           | 0              |



**RESOLUTION NO. 2022-01**

**A RESOLUTION AUTHORIZING THE SOLICITOR TO PREPARE AND FILE WITH THE APPROPRIATE COURT DECLARATIONS OF TAKING, FOR THE PROPERTIES HEREAFTER KNOWN AS: (1) A PORTION OF 43-00-14725-00-1 LOCATED ALONG THIRD STREET; (2) A PORTION OF 43-00-14722-00-4 LOCATED ALONG THIRD STREET; (3) A PORTION OF 43-00-14716-00-1, 43-00-14713-00-4, AND 43-00-14710-00-7 LOCATED ALONG THIRD STREET; (4) A PORTION OF 43-00-14704-00-4 LOCATED ALONG THIRD STREET; (5) A PORTION OF 43-00-12811-00-7 LOCATED ALONG THIRD STREET; (6) A PORTION OF 43-00-09115-00-4 LOCATED AT 58 W. MT. KIRK AVENUE; (7) A PORTION OF 43-00-05044-00-7 LOCATED ALONG FOURTH STREET; (8) A PORTION OF 43-00-14626-00-1; AND 43-00-14623-00-4 LOCATED ALONG THIRD STREET; (9) A PORTION OF 43-00-14728-00-7 LOCATED ALONG THIRD STREET, AND (10) A PORTION OF 43-00-05041-00-1 LOCATED ALONG FOURTH STREET, ALL AS MORE FULLY DESCRIBED IN THE RESOLUTION BELOW**

**WHEREAS**, the Lower Providence Township Sewer Authority ("Authority") owns and maintains a sewage collection system located in Lower Providence Township ("Township");

**WHEREAS**, the Authority will be replacing and maintaining a portion of its existing sewage collection system (Sewage Facilities") located between Second Street and W. Mt. Kirk Avenue;

**WHEREAS**, the repair, maintenance and replacement of the existing Sewage Facilities will necessitate the access to certain properties ("Properties") within the Township which are described hereinafter;

**WHEREAS**, in preparing the bid documents related to the project to replace the Sewage Facilities, it was discovered that formal written easements do not exist even though the Sewage Facilities have existed in/on the Properties since the 1960s;

**WHEREAS**, it has become necessary for the Authority to acquire easements across the Properties for said purpose, as well as future repairs and replacements of said Sewage Facilities, and to file appropriate Declarations of Taking and related papers.

**NOW, THEREFORE**, the Board of the Lower Providence Township Sewer Authority does hereby **ADOPT, ENACT**, and **RESOLVE** as follows:

1 . The Board hereby authorizes and directs its Solicitor to promptly prepare, file and serve, Declarations of Takings and associated notices and plans appropriating permanent easements over the following properties:

- (A) A PORTION OF 43-00-14725-00-1 LOCATED ALONG THIRD STREET, owned by William P. and Sheryl A. McLaughlin, as further described in Exhibit "A" attached hereto and incorporated herein;
- (B) A PORTION OF 43-00-14722-00-4 LOCATED ALONG THIRD STREET, owned by Edgewood Building Co. Inc., as further described in Exhibit "B" attached hereto and incorporated herein;
- (C) A PORTION OF 43-00-14716-00-1, 43-00-14713-00-4, AND 43-00-14710-00-7 LOCATED ALONG THIRD STREET, owned by Sean E. Connolly, as further described in Exhibit "C" attached hereto and incorporated herein;
- (D) A PORTION OF 43-00-14704-00-4 LOCATED ALONG THIRD STREET, owned by Scott N. and Mary Colleen Slinger, as further described in Exhibit "D" attached hereto and incorporated herein;
- (E) A PORTION OF 43-00-12811-00-7 LOCATED ALONG THIRD STREET, owned by Brian J. and Susan E. Marazzi, as further described in Exhibit "E" attached hereto and incorporated herein;
- (F) A PORTION OF 43-00-09115-00-4 LOCATED AT 58 W. MT. KIRK AVENUE, owned by Gary E. and Cheryl L. Rittenhouse, as further described in Exhibit "F" attached hereto and incorporated herein;
- (G) A PORTION OF 43-00-05044-00-7 LOCATED ALONG FOURTH STREET, owned by Sub Building Materials Co., Inc., as further described in Exhibit "G" attached hereto and incorporated herein;
- (H) A PORTION OF 43-00-14626-00-1; AND 43-00-14623-00-4 LOCATED ALONG THIRD STREET, owned by Thomas McCarron, as further described in Exhibit "G" attached hereto and incorporated herein;
- (I) A PORTION OF 43-00-14728-00-7 LOCATED ALONG THIRD STREET, owned by Grace Building Co. Inc., as further described in Exhibit "I" attached hereto and incorporated herein; and
- (J) A PORTION OF 43-00-05041-00-1 LOCATED ALONG FOURTH STREET, owned by William and Margaret Boese, as further described in Exhibit "J" attached hereto and incorporated herein,

all of which are located within Lower Providence Township, Montgomery County, Pennsylvania.

2. The easements to be obtained shall be for the installation, repair, maintenance and replacement of sanitary sewer lines on the Properties, which shall include the Condemnor, Lower Providence Township Sewer Authority, its successors and assigns, the right to operate construction vehicles and equipment, store and use construction materials, located excavated materials and perform other necessary or desirable construction, survey, repair and maintenance activities on and within said Easements.

3. The Lower Providence Township Sewer Authority shall acquire the permanent easements over, under, through the Properties as needed to repair, replace existing public improvements to the Lower Providence Township Sewer Authority's Sanitary Sewer System.

**ADOPTED, ENACTED, and RESOLVED** this 10<sup>th</sup> day of January, 2022, by the Lower Providence Township Sewer Authority.

Attest:

**LOWER PROVIDENCE TOWNSHIP  
SEWER AUTHORITY**

  
Robert Tschoepe, Secretary

  
Fred Walker, Chairman

**EXHIBIT "A"**

**A PORTION OF 43-00-14725-00-1 LOCATED ALONG THIRD STREET  
OWNERS: WILLIAM P. and SHERYL A. McLAUGHLIN**

**EXHIBIT A**

Description of a permanent sanitary sewer easement to be acquired from William P. McLaughlin and Sheryl A. McLaughlin as shown on the attached property plat prepared for the Lower Providence Township Sewer Authority, by Gannett Fleming, Inc. dated September, 2021.

ALL THAT CERTAIN tract or piece of land situate in Lower Providence Township, Montgomery County, Pennsylvania bounded and described as follows, to wit:

Beginning at a point being the corner on the boundary of lands now or formerly of Grace Building Company and the legal right of way of Third Street (Unopened 40' wide); said point being South twenty-five degrees forty-four minutes five seconds East 600.12 feet along the legal right of way of "Unopened" Third Street, to an iron pin at the intersection of the Northerly legal right of way of Hillside Avenue (40' wide), and the Easterly legal right of way of Third Street (Unopened 40' wide).

From said point and place of beginning, extending along the boundary of lands now or formerly of Grace Building Company North sixty-four degrees fifteen minutes fifty-five seconds East 1.52 feet to a point; thence extending South forty-three degrees nine minutes twenty-eight seconds East 41.92 feet to a point on the boundary of lands now or formerly of Edgewood Building Company; thence extending along the boundary of said lands South sixty-four degrees fifteen minutes fifty-five seconds West 14.07 feet to a point along the right of way of "Unopened" Third Street; thence extending along said right of way line North twenty-five degrees forty-four minutes five seconds West 40.00 feet to the point and place of beginning.

The above course and distance describing a permanent sanitary sewer easement to be granted to the Lower Providence Township Sewer Authority by William P. McLaughlin and Sheryl A. McLaughlin.

Easement lines to be shown on the plat attached hereto and made part of these descriptions.

**CONTAINING: 311.73 Square Feet**

*A Tradition of Excellence*

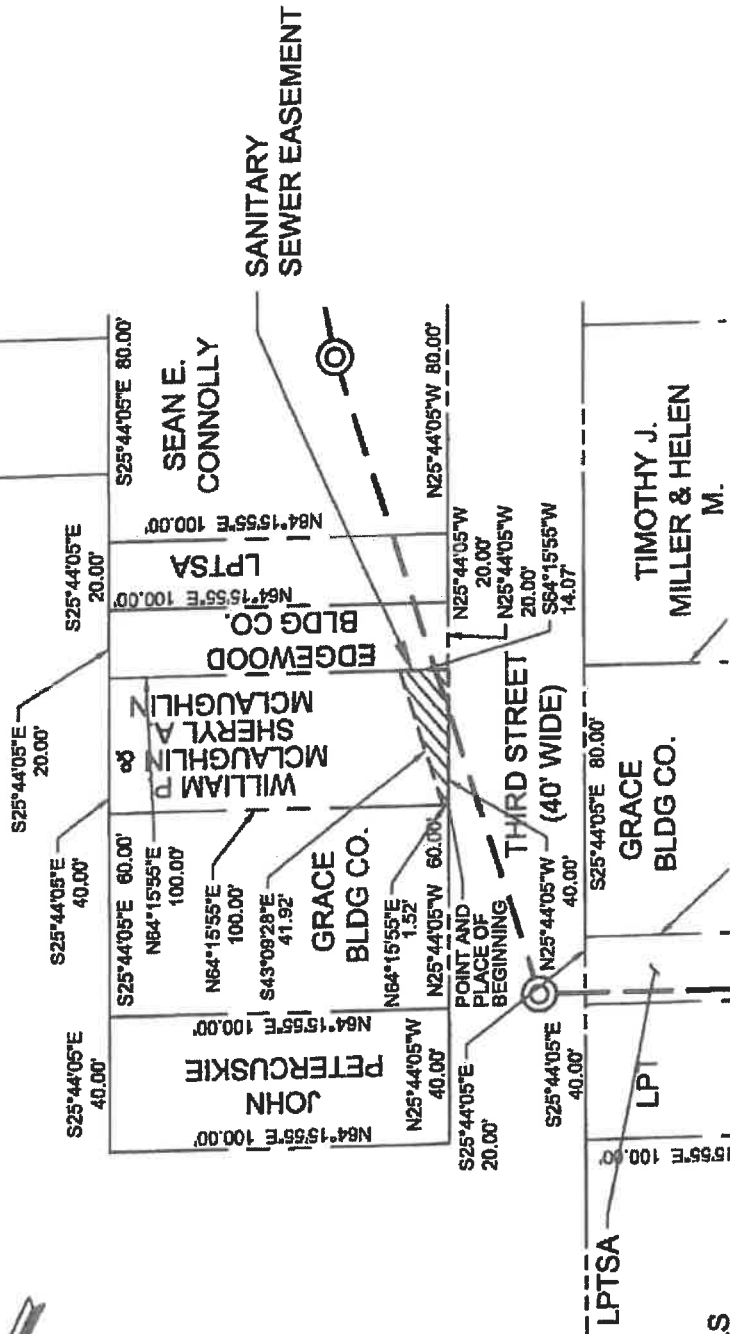


EXHIBIT 'D'

2022 SANITARY SEWER REPLACEMENT

PERMANENT SANITARY SEWER EASEMENT TO BE ACQUIRED FROM  
WILLIAM P. MCLAUGHLIN &  
SHERYL A. MCLAUGHLIN  
BY LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY  
MONTGOMERY COUNTY, PENNSYLVANIA

GANNETT FLEMING, INC.

VALLEY Forge, PA- SEPTEMBER 2021

SCALE: NOT TO SCALE PLAT 2021 CP-11 SHEET 1 OF 1

EXHIBIT B

TAX MAP REFERENCE: 43-00-14725-00-1  
DEED BOOK: 5744 PG. 01406

LEGEND:  
DEED BEARING AND DISTANCE N00°00'00"E  
PERMANENT SANITARY SEWER EASEMENT



**EXHIBIT "B"**

**A PORTION OF 43-00-14722-00-4 LOCATED ALONG THIRD STREET  
OWNER: EDGEWOOD BUILDING CO., INC.**

**EXHIBIT A**

Description of a permanent sanitary sewer easement to be acquired from Edgewood Building Company as shown on the attached property plat prepared for the Lower Providence Township Sewer Authority, by Gannett Fleming, Inc. dated September, 2021.

ALL THAT CERTAIN tract or piece of land situate in Lower Providence Township, Montgomery County, Pennsylvania bounded and described as follows, to wit:

Beginning at a point being the corner on the boundary of lands now or formerly of William P. McLaughlin and Sheryl A. McLaughlin and the legal right of way of Third Street (Unopened 40' wide); said point being South twenty-five degrees forty-four minutes five seconds East 560.12 feet along the legal right of way of "Unopened" Third Street, to an iron pin at the intersection of the Northerly legal right of way of Hillside Avenue (40' wide), and the Easterly legal right of way of Third Street (Unopened 40' wide).

From said point and place of beginning, extending along the boundary of lands now or formerly of William P. McLaughlin and Sheryl A. McLaughlin North sixty-four degrees fifteen minutes fifty-five seconds East 14.07 feet to a point; thence extending South forty-three degrees nine minutes twenty-eight seconds East 20.96 feet to a point on the boundary of lands now or formerly of Lower Providence Township Sewer Authority; thence extending along the boundary of said lands South sixty-four degrees fifteen minutes fifty-five seconds West 20.35 feet to a point along the right of way of "Unopened" Third Street; thence extending along said right of way line North twenty-five degrees forty-four minutes five seconds West 20.00 feet to the point and place of beginning.

The above course and distance describing a permanent sanitary sewer easement to be granted to the Lower Providence Township Sewer Authority by Edgewood Building Company.

Easement lines to be shown on the plat attached hereto and made part of these descriptions.

**CONTAINING: 344.17 Square Feet**

*A Tradition of Excellence*



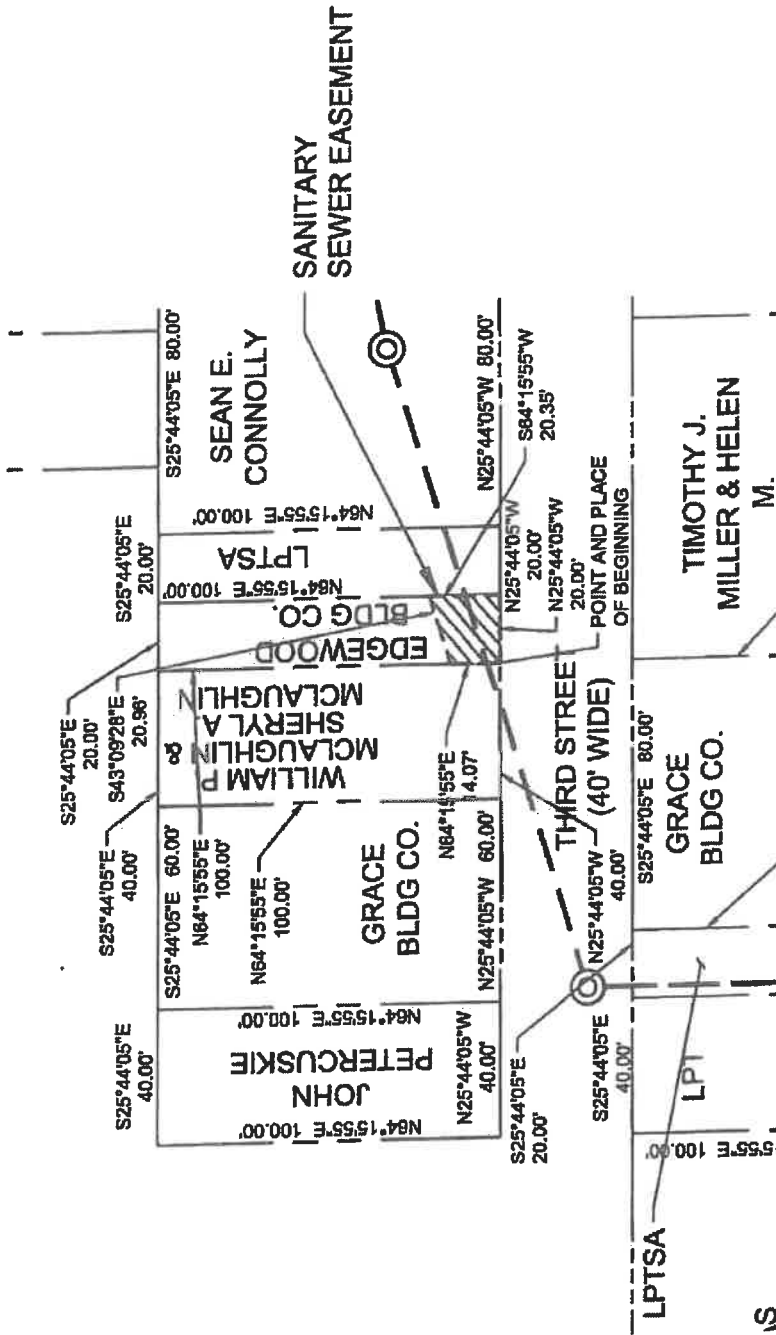


EXHIBIT 'D'

|   |                  |              |
|---|------------------|--------------|
| 2022 SANITARY SEWER REPLACEMENT                       |                  |              |
| PERMANENT SANITARY SEWER EASEMENT TO BE ACQUIRED FROM |                  |              |
| EDGEWOOD BUILDING COMPANY INC.                        |                  |              |
| BY LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY          |                  |              |
| MONTGOMERY COUNTY, PENNSYLVANIA                       |                  |              |
| GANNETT FLEMING, INC.                                 |                  |              |
| VALLEY FORGE, PA- SEPTEMBER 2021                      |                  |              |
| SCALE. NOT TO SCALE                                   | PLAT: 2021 CP-10 | SHEET 1 OF 1 |

EXHIBIT B

LEGEND.  
DEED BEARING AND DISTANCE: N00°00'00"E  
PERMANENT SANITARY SEWER EASEMENT

TAX MAP REFERENCE: 48-00-1472-00-4  
DEED BOOK: -



**EXHIBIT "C"**  
**A PORTION OF 43-00-14716-00-1, 43-00-14713-00-4, AND 43-00-14710-00-7**  
**LOCATED ALONG THIRD STREET**  
**OWNER: SEAN E. CONNOLLY**

**EXHIBIT A**

Description of a permanent sanitary sewer easement to be acquired from Sean E. Connolly as shown on the attached property plat prepared for the Lower Providence Township Sewer Authority, by Gannett Fleming, Inc. dated September, 2021.

ALL THAT CERTAIN tract or piece of land situate in Lower Providence Township, Montgomery County, Pennsylvania bounded and described as follows, to wit:

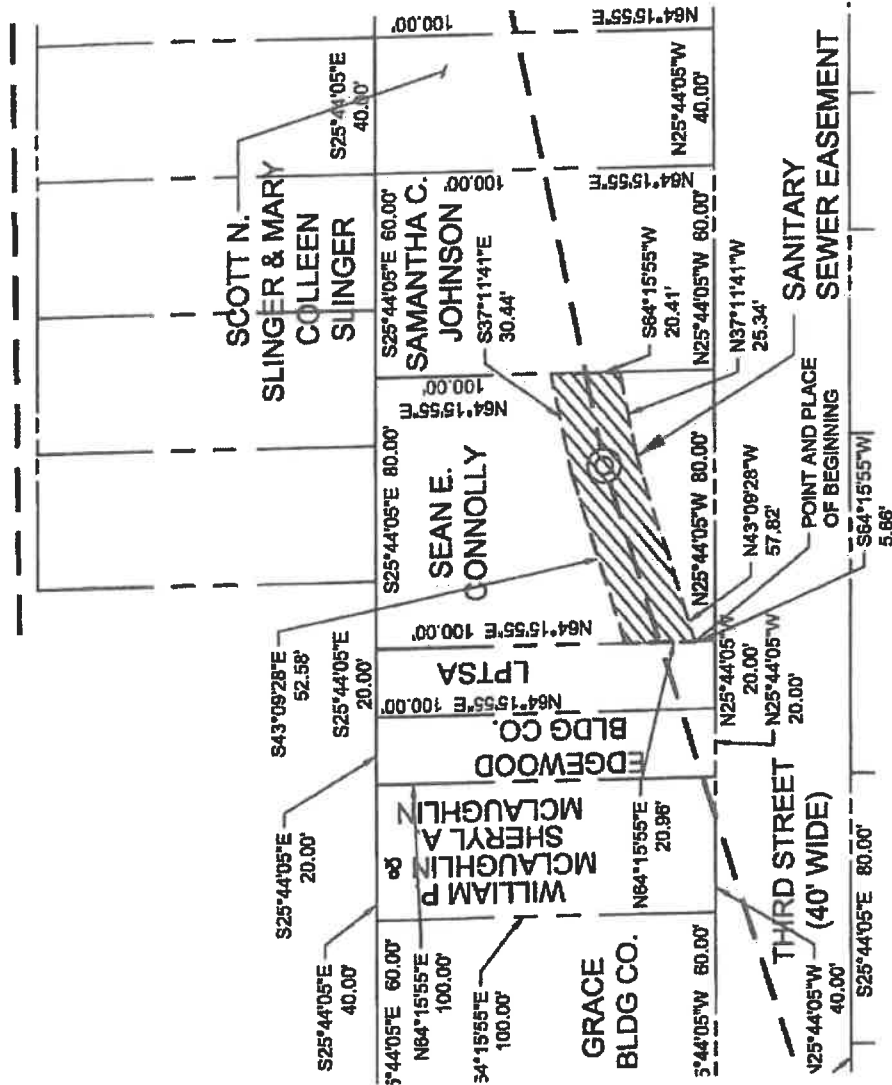
Beginning at a point and place of intersection of a permanent sanitary sewer easement and boundary of lands now or formerly of Lower Providence Township Sewer Authority which is a bearing and distance South sixty-four degrees fifteen minutes fifty-five seconds West 5.66 feet to a point along the legal right of way of Third Street (Unopened 40' wide); said point being South twenty-five degrees forty-four minutes five seconds East 520.12 feet along the legal right of way of "Unopened" Third Street, to an iron pin at the intersection of the Northerly legal right of way of Hillside Avenue (40' wide), and the Easterly legal right of way of Third Street (Unopened 40' wide).

From said point and place of beginning, extending along the boundary of lands now or formerly of Lower Providence Township Sewer Authority North sixty-four degrees fifteen minutes fifty-five seconds East 20.96 feet to a point; thence extending South forty-three degrees nine minutes twenty-eight seconds East 52.58 feet to a point; thence extending South thirty-seven degrees eleven minutes forty-one seconds East 30.44 feet to a point on the boundary of lands now or formerly of Samantha C. Johnson; thence extending along the boundary of said lands South sixty-four degrees fifteen minutes fifty-five seconds West 20.41 feet to a point; thence extending North thirty-seven degrees eleven minutes forty-one seconds West 25.34 feet to a point; thence extending North forty-three degrees nine minutes twenty-eight seconds West 57.82 feet to the point and place of beginning.

The above course and distance describing a permanent sanitary sewer easement to be granted to the Lower Providence Township Sewer Authority by Sean E. Connolly.

Easement lines to be shown on the plat attached hereto and made part of these descriptions.

**CONTAINING: 1661.77 Square Feet**



## 2022 SANITARY SEWER REPLACEMENT

PERMANENT SANITARY SEWER EASEMENT TO BE ACQUIRED FROM

SEAN E. CONNOLLY

BY LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY  
MONTGOMERY COUNTY, PENNSYLVANIA

GANNETT FLEMING, INC.

VALLEY FORGE, PA. SEPTEMBER 2021

SCALE: NOT TO SCALE PLAT: 2021 CP-08 SHEET: 1 OF 1

EXHIBIT B

TAX MAP REFERENCE 43-00-14716-00-1  
DEED BOOK 1512 PG 00158

2221

**EXHIBIT "D"**  
**A PORTION OF 43-00-14704-00-4 LOCATED ALONG THIRD STREET**  
**OWNERS: SCOTT N. and MARY COLLEEN SLINGER**

**EXHIBIT A**

Description of a permanent sanitary sewer easement to be acquired from Scott N. Slinger and Mary Colleen Slinger as shown on the attached property plat prepared for the Lower Providence Township Sewer Authority, by Gannett Fleming, Inc. dated September, 2021.

ALL THAT CERTAIN tract or piece of land situate in Lower Providence Township, Montgomery County, Pennsylvania bounded and described as follows, to wit:

Beginning at a point and place of intersection of a permanent sanitary sewer easement and boundary of lands now or formerly of Samantha C. Johnson which is a bearing and distance South sixty-four degrees fifteen minutes fifty-five seconds West 40.71 feet to a point along the legal right of way of Third Street (Unopened 40' wide); said point being South twenty-five degrees forty-four minutes five seconds East 380.12 feet along the legal right of way of "Unopened" Third Street, to an iron pin at the intersection of the Northerly legal right of way of Hillside Avenue (40' wide), and the Easterly legal right of way of Third Street (Unopened 40' wide).

From said point and place of beginning, extending along the boundary of lands now or formerly of Samantha C. Johnson North sixty-four degrees fifteen minutes fifty-five seconds East 20.41 feet to a point; thence extending South thirty-seven degrees eleven minutes forty-one seconds East 40.81 feet to a point on the boundary of lands now or formerly of Brian J. Marazzi and Susan E. Marazzi; thence extending along the boundary of said lands South sixty-four degrees fifteen minutes fifty-five seconds West 20.41 feet to a point; thence extending North thirty-seven degrees eleven minutes forty-one seconds West 40.81 feet to the point and place of beginning.

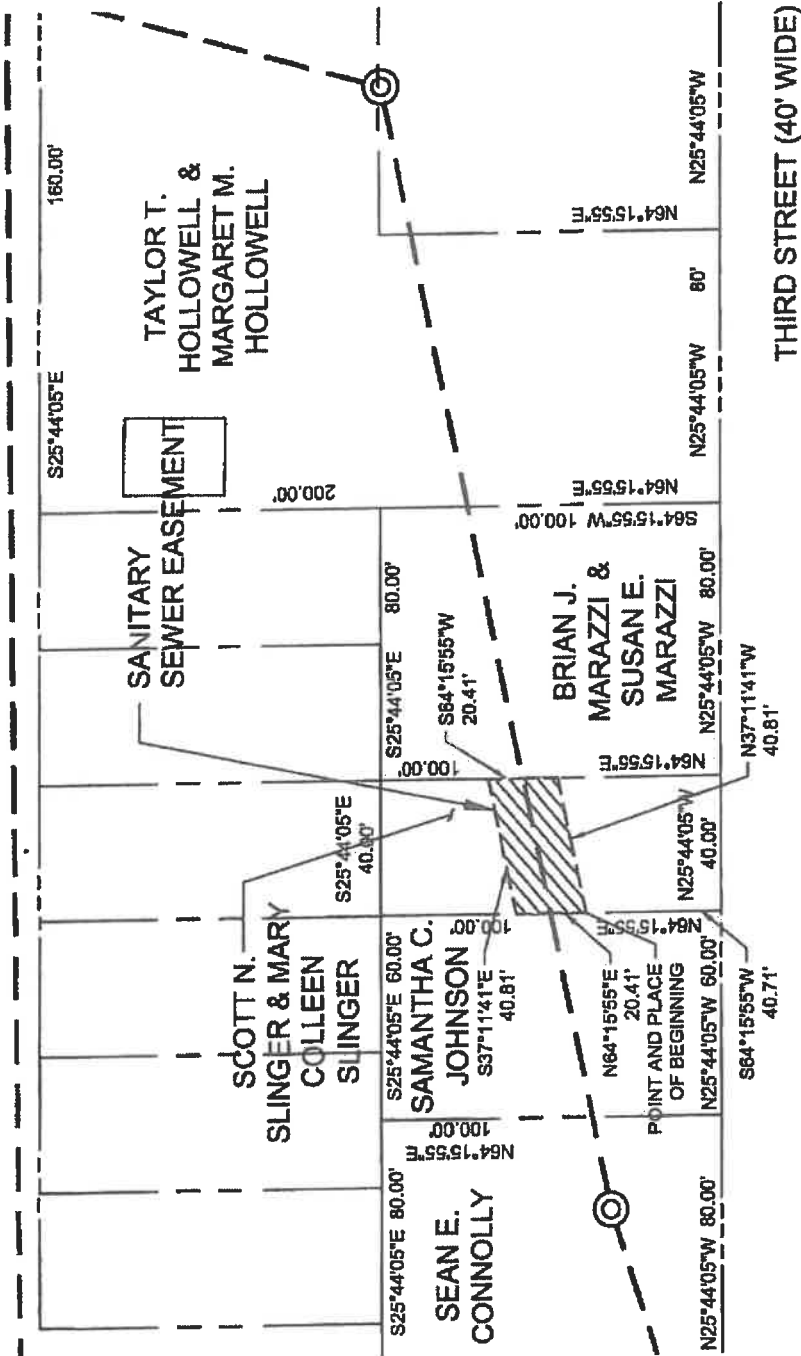
The above course and distance describing a permanent sanitary sewer easement to be granted to the Lower Providence Township Sewer Authority by Scott N. Slinger and Mary Colleen Slinger.

Easement lines to be shown on the plat attached hereto and made part of these descriptions.

**CONTAINING: 816.27 Square Feet**

*A Tradition of Excellence*

SECOND STREET (40' WIDE)



THIRD STREET (40' WIDE)

**2022 SANITARY SEWER REPLACEMENT**

PERMANENT SANITARY SEWER EASEMENT TO BE ACQUIRED FROM

SCOTT N. SLINGER &  
MARY COLLEEN SLINGER  
BY LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY  
MONTGOMERY COUNTY, PENNSYLVANIA

GANNETT FLEMING, INC.  
VALLEY FORGE, PA - SEPTEMBER 2021

SCALE: NOT TO SCALE PLAT 2021 CP-06 SHEET: 1 OF 1

**EXHIBIT B**

LEGEND:  
DEED BEARING AND DISTANCE N80°00'00"E  
PERMANENT SANITARY SEWER EASEMENT

TAX MAP REFERENCE: 43-00-14704-00-4  
DEED BOOK: 6181 PG. 01801



**EXHIBIT "E"**  
**A PORTION OF 43-00-12811-00-7 LOCATED ALONG THIRD STREET**  
**OWNERS: BRIAN J. and SUSAN E. MARAZZI**



**EXHIBIT A**

Description of a permanent sanitary sewer easement to be acquired from Brian J. Marazzi and Susan E. Marazzi as shown on the attached property plat prepared for the Lower Providence Township Sewer Authority, by Gannett Fleming, Inc. dated September, 2021.

ALL THAT CERTAIN tract or piece of land situate in Lower Providence Township, Montgomery County, Pennsylvania bounded and described as follows, to wit:

Beginning at a point and place of intersection of a permanent sanitary sewer easement and boundary of lands now or formerly of Scott N. Slinger and Mary Colleen Slinger which is a bearing and distance South sixty-four degrees fifteen minutes fifty-five seconds West 48.28 feet to a point along the legal right of way of Third Street (Unopened 40' wide); said point being South twenty-five degrees forty-four minutes five seconds East 340.12 feet along the legal right of way of "Unopened" Third Street, to an iron pin at the intersection of the Northerly legal right of way of Hillside Avenue (40' wide), and the Easterly legal right of way of Third Street (Unopened 40' wide).

From said point and place of beginning, extending along the boundary of lands now or formerly of Scott N. Slinger and Mary Colleen Slinger North sixty-four degrees fifteen minutes fifty-five seconds East 20.41 feet to a point; thence extending South thirty-seven degrees eleven minutes forty-one seconds East 81.63 feet to a point on the boundary of lands now or formerly of Taylor T. Hollowell and Margaret M. Hollowell; thence extending along the boundary of said lands South sixty-four degrees fifteen minutes fifty-five seconds West 20.41 feet to a point; thence extending North thirty-seven degrees eleven minutes forty-one seconds West 81.63 feet to the point and place of beginning.

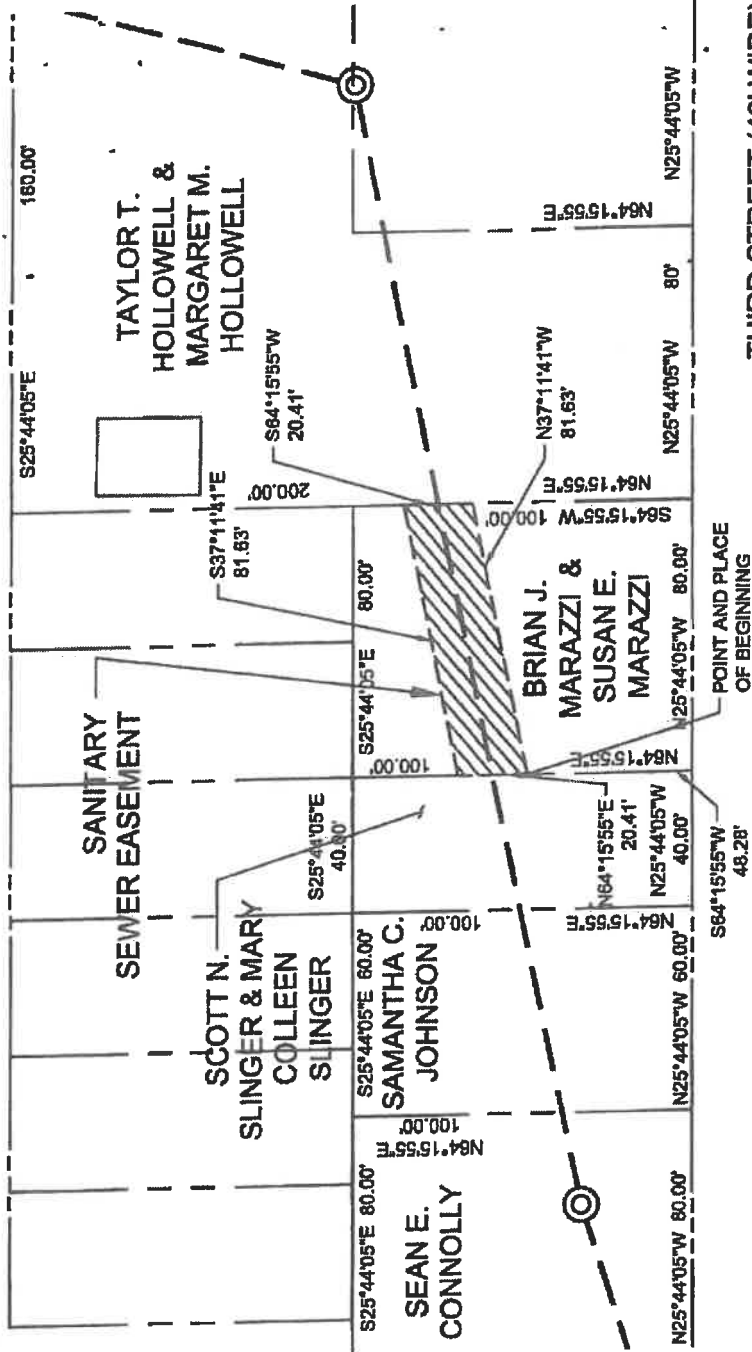
The above course and distance describing a permanent sanitary sewer easement to be granted to the Lower Providence Township Sewer Authority by Brian J. Marazzi and Susan E. Marazzi.

Easement lines to be shown on the plat attached hereto and made part of these descriptions.

**CONTAINING: 1632.55 Square Feet**

*A Tradition of Excellence*

SECOND STREET (40' WIDE)



THIRD STREET (40' WIDE)

### 2022 SANITARY SEWER REPLACEMENT

PERMANENT SANITARY SEWER EASEMENT TO BE ACQUIRED FROM  
 BRIAN J. MARAZZI &  
 SUSAN E. MARAZZI  
 BY LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY  
 MONTGOMERY COUNTY, PENNSYLVANIA

GANNETT FLEMING, INC.  
 VALLEY Forge, PA - SEPTEMBER 2021

SCALE: NOT TO SCALE PLAT: 2021 CP-06 SHEET 1 OF 1

### EXHIBIT B

TAX MAP REFERENCE: 43-00-12811-00-7  
 DEED BOOK: 8668 PG. 00883

LEGEND:  
 DEED BEARING AND DISTANCE N00°00'00"E  
 PERMANENT SANITARY SEWER EASEMENT

**EXHIBIT "F"**

**A PORTION OF 43-00-09115-00-4 LOCATED AT 58 W. MT. KIRK AVENUE  
OWNERS: GARY E. and CHERYL L. RITTENHOUSE**

**EXHIBIT A**

Description of a permanent sanitary sewer easement to be acquired from Gary E Rittenhouse and Cheryl L. Rittenhouse, as shown on the attached property plat prepared for the Lower Providence Township Sewer Authority, by Gannett Fleming, Inc. dated October, 2021.

ALL THAT CERTAIN tract or piece of land situate in Lower Providence Township, Montgomery County, Pennsylvania bounded and described as follows, to wit:

Beginning at a point and place of intersection of a permanent sanitary sewer easement and boundary of the southeasterly legal right of way of West Mount Kirk Avenue (50' wide) which is a bearing and distance North forty-seven degrees forty minutes East 654.39 feet from an iron pin, which last mentioned point is measured at the distance of South forty-four degrees twenty-six minutes East 30.02 feet from a spike on the original center line of West Mount Kirk Avenue, the distance of 234.13 feet from its point of intersection with the center line of Marilyn Avenue; thence along the property boundary extending South forty-two degrees twenty minutes East 250.00 feet to a point and place of beginning.

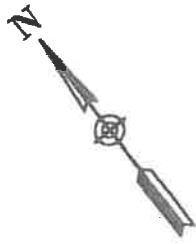
From said point and place of beginning, North sixty-five degrees thirty-seven minutes thirty-one seconds East 221.00 feet to a point; thence extending South sixteen degrees nine minutes forty-nine seconds East 54.76 feet to a point of intersection of a permanent sanitary sewer easement and northerly legal right of way of Fourth Street (40' wide); thence along said legal right of way South forty-six degrees fifty-two minutes twenty-five seconds West 22.44 feet to a point of intersection of a permanent sanitary sewer easement and northerly legal right of way of Fourth Street (40' wide); thence extending North sixteen degrees nine minutes forty-nine seconds West 41.85 feet to a point; thence extending South sixty-five degrees thirty-seven minutes thirty-one seconds West 202.18 feet to a point of intersection of a permanent sanitary sewer easement and boundary of lands now or formerly of Alvin & Kelly Swenson; thence extending along the property boundary North twelve degrees eighteen minutes forty seconds West 20.45 feet to the point and place of beginning.

The above course and distance describing a permanent sanitary sewer easement to be granted to the Lower Providence Township Sewer Authority by Gary E Rittenhouse and Cheryl L. Rittenhouse.

Easement lines to be shown on the plat attached hereto and made part of these descriptions.

**CONTAINING: 5,198 Square Feet**

*A Tradition of Excellence*



W. MOUNT KIRK AVE. (50' WIDE)

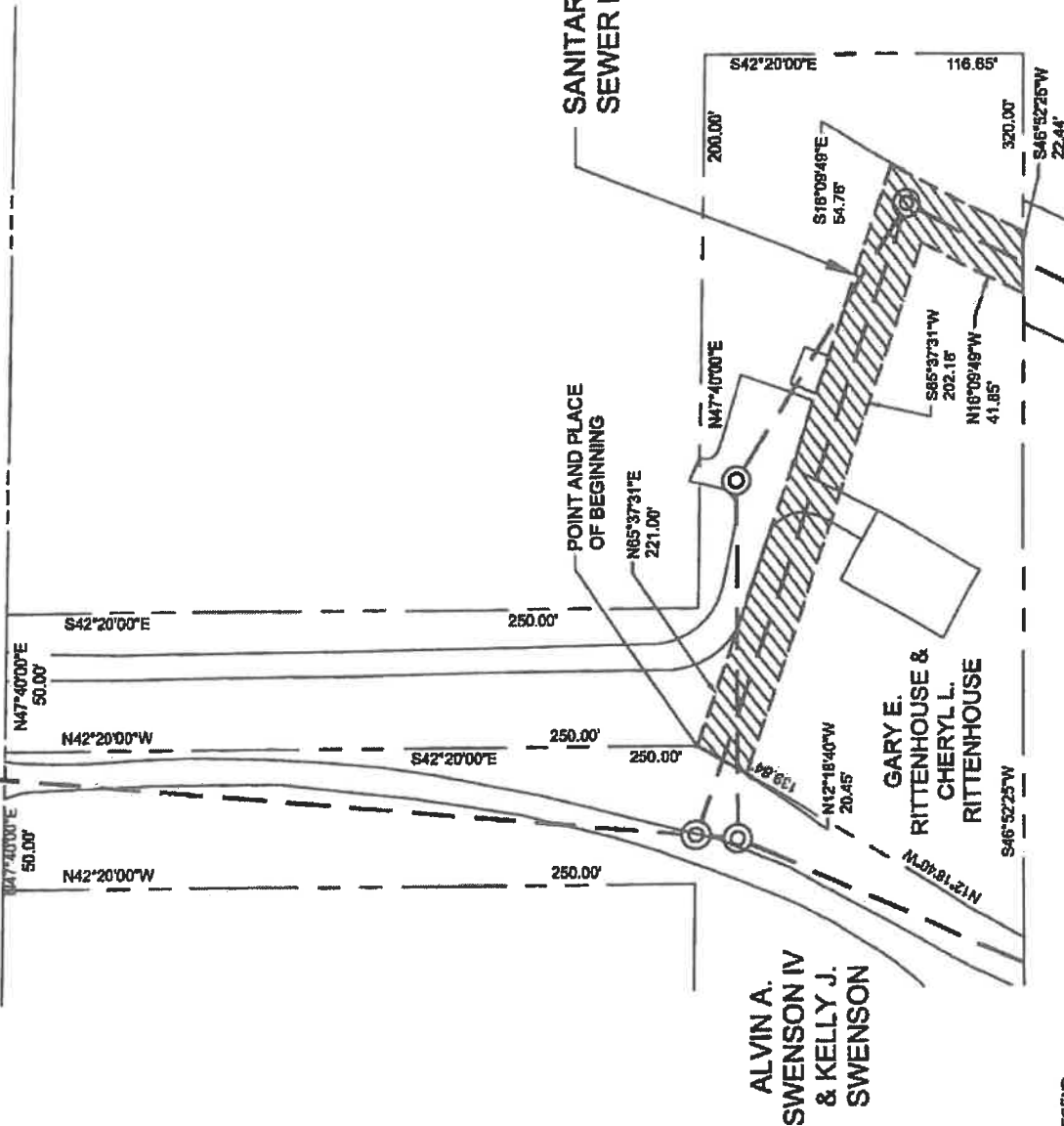


EXHIBIT B

2022 SANITARY SEWER REPLACEMENT

PERMANENT SANITARY SEWER EASEMENT TO BE ACQUIRED FROM  
GARY E. RITTENHOUSE  
& CHERYL L. RITTENHOUSE  
BY LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY  
MONTGOMERY COUNTY, PENNSYLVANIA

GARHETT FLEMING, INC.

VALLEY FORGE, PA- OCTOBER 2021

SCALE: NOT TO SCALE PLAT-2021 CP-03 SHEET: 1 OF 1

LEGEND

DEED BEARING AND DISTANCE N00°00'00"E  
PERMANENT SANITARY SEWER EASEMENT

TAX MAP REFERENCE: 43-00-08115-00-4  
DEED BOOK-4868 PG. 00764

**EXHIBIT "G"**  
**A PORTION OF 43-00-05044-00-7 LOCATED ALONG FOURTH STREET**  
**OWNER: SUB BUILDING MATERIALS CO., INC.**

**EXHIBIT A**

Description of a permanent sanitary sewer easement to be acquired from Sub Building Materials Company Inc. as shown on the attached property plat prepared for the Lower Providence Township Sewer Authority, by Gannett Fleming, Inc. dated September, 2021.

ALL THAT CERTAIN tract or piece of land situate in Lower Providence Township, Montgomery County, Pennsylvania bounded and described as follows, to wit:

Beginning at a point being the corner on the boundary of lands now or formerly of William Boese and Margaret Boese and the legal right of way of Fourth Street (40' wide); said point being South twenty-five degrees forty-four minutes five seconds East 660.00 feet along the legal right of way of Fourth Street, to a point at the intersection of the Northerly legal right of way of Hillside Avenue (40' wide), and the Easterly legal right of way of Fourth Street (40' wide).

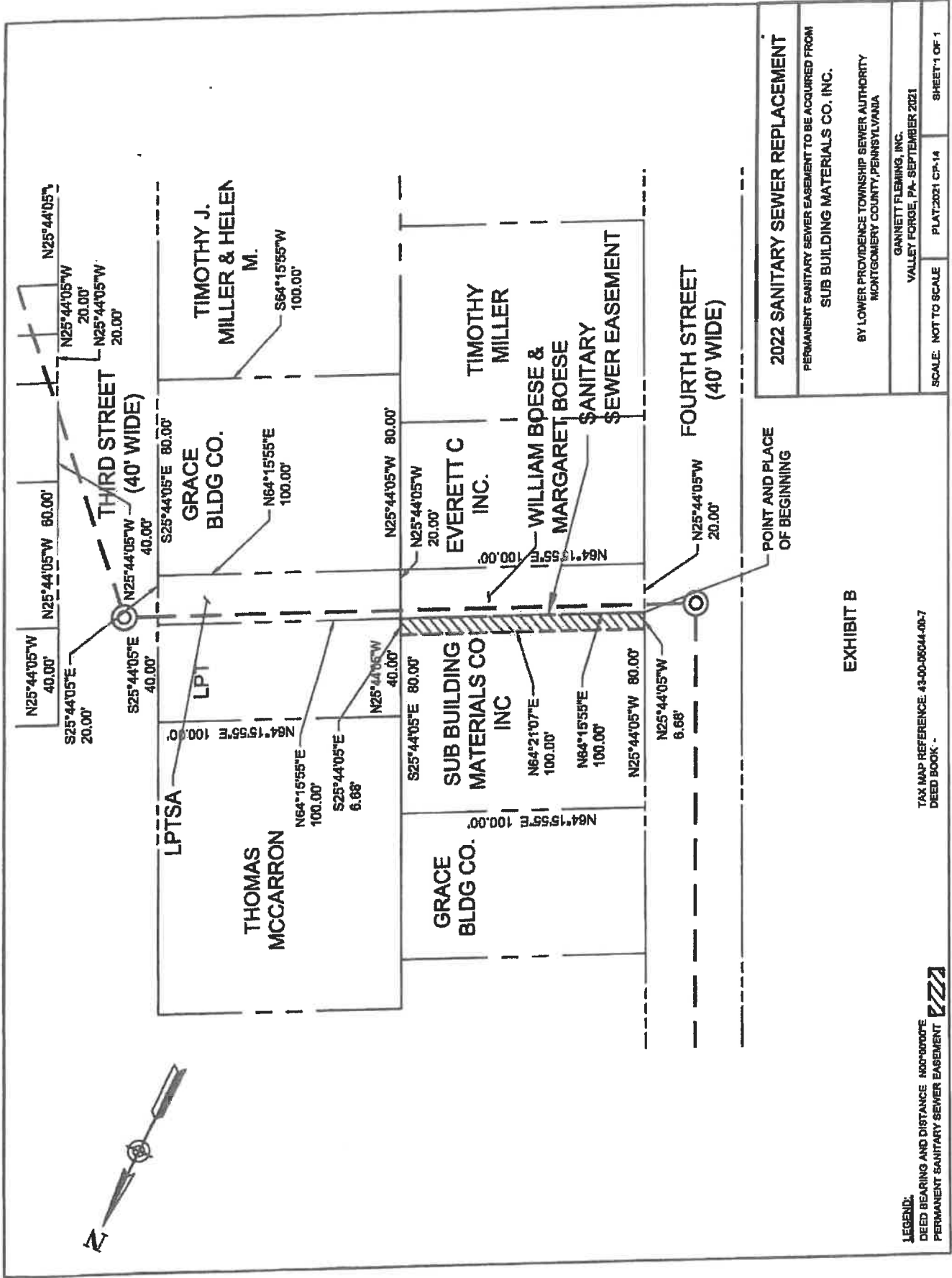
From said point and place of beginning, extending along the right of way of Fourth Street North twenty-five degrees forty-four minutes five seconds West 6.68 feet to a point; thence extending North sixty-four degrees twenty-one minutes seven seconds East 100.00 feet to a point on the boundary of lands now or formerly of Lower Providence Township; thence extending along boundary of said lands South twenty-five degrees forty-four minutes five seconds East 6.68 feet to a point along the boundary of lands now or formerly of William Boese and Margaret Boese; thence extending along the boundary of said lands South sixty-four degrees fifteen minutes fifty-five seconds West 100.00 feet to the point and place of beginning.

The above course and distance describing a permanent sanitary sewer easement to be granted to the Lower Providence Township Sewer Authority by Sub Building Materials Company Inc.

Easement lines to be shown on the plat attached hereto and made part of these descriptions.

**CONTAINING: 675.89 Square Feet**

*A Tradition of Excellence*





**EXHIBIT "H"**  
**A PORTION OF 43-00-14626-00-1; AND 43-00-14623-00-4 LOCATED ALONG**  
**THIRD STREET**  
**OWNER: THOMAS McCARRON**

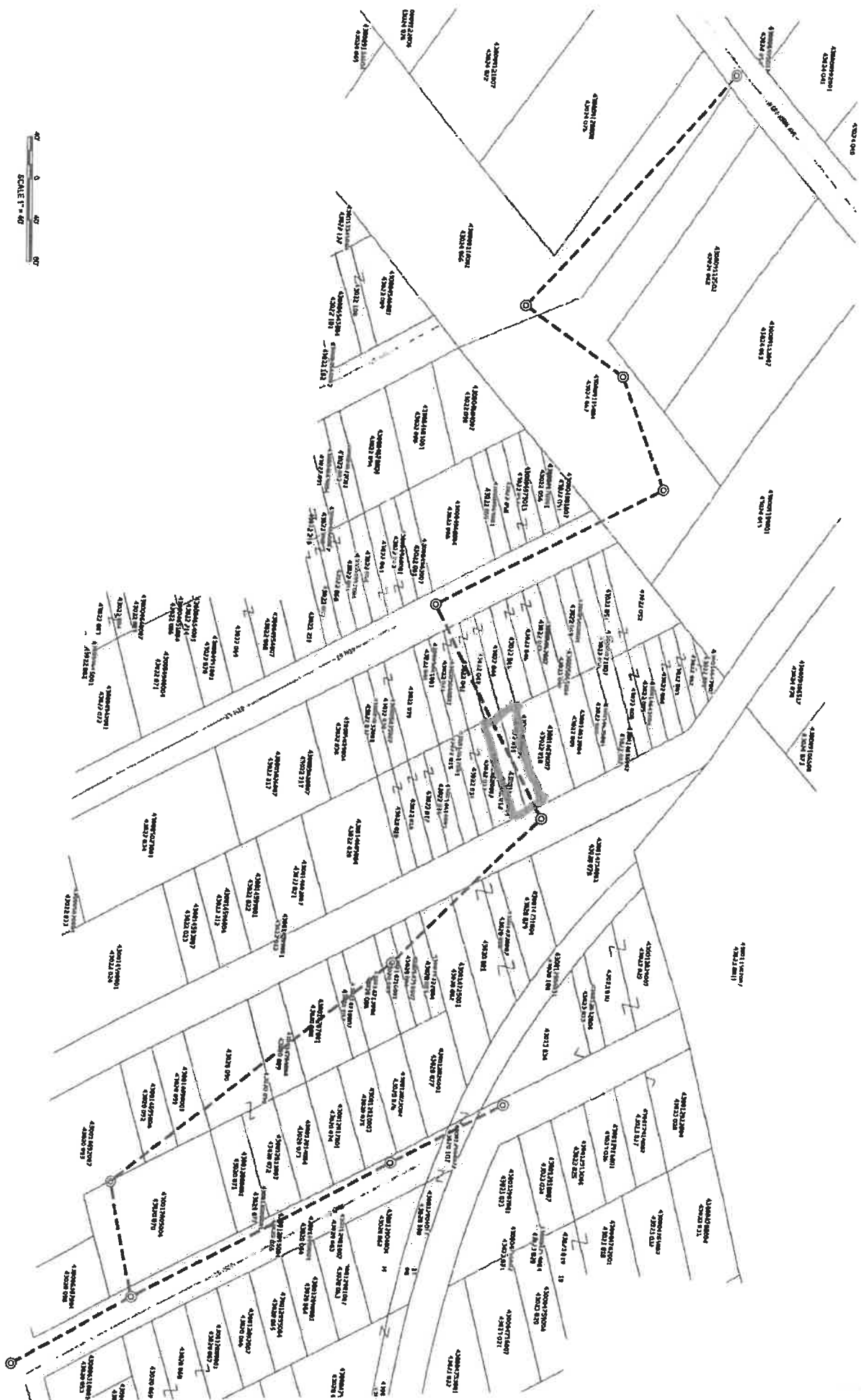


EXHIBIT 'D'

**EXHIBIT "I"**  
**A PORTION OF 43-00-14728-00-7 LOCATED ALONG THIRD STREET**  
**OWNER: GRACE BUILDING CO., INC.**

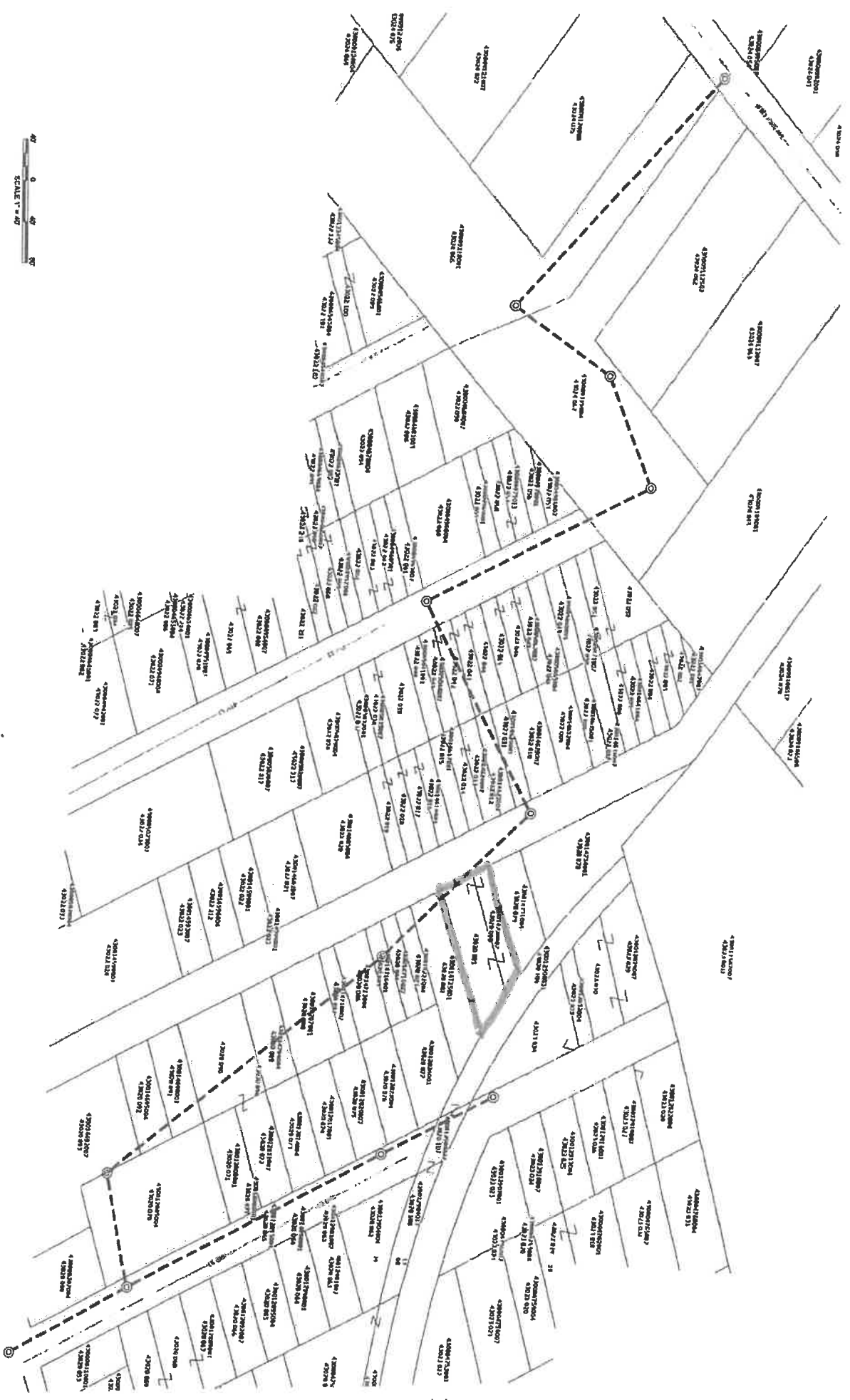


EXHIBIT 'D'

**EXHIBIT "J"**  
**A PORTION OF 43-00-05041-00-1 LOCATED ALONG FOURTH STREET**  
**OWNER: WILLIAM and MARGARET BOESE**

**EXHIBIT A**

Description of a permanent sanitary sewer easement to be acquired from William Boese and Margaret Boese as shown on the attached property plat prepared for the Lower Providence Township Sewer Authority, by Gannett Fleming, Inc. dated September, 2021.

ALL THAT CERTAIN tract or piece of land situate in Lower Providence Township, Montgomery County, Pennsylvania bounded and described as follows, to wit:

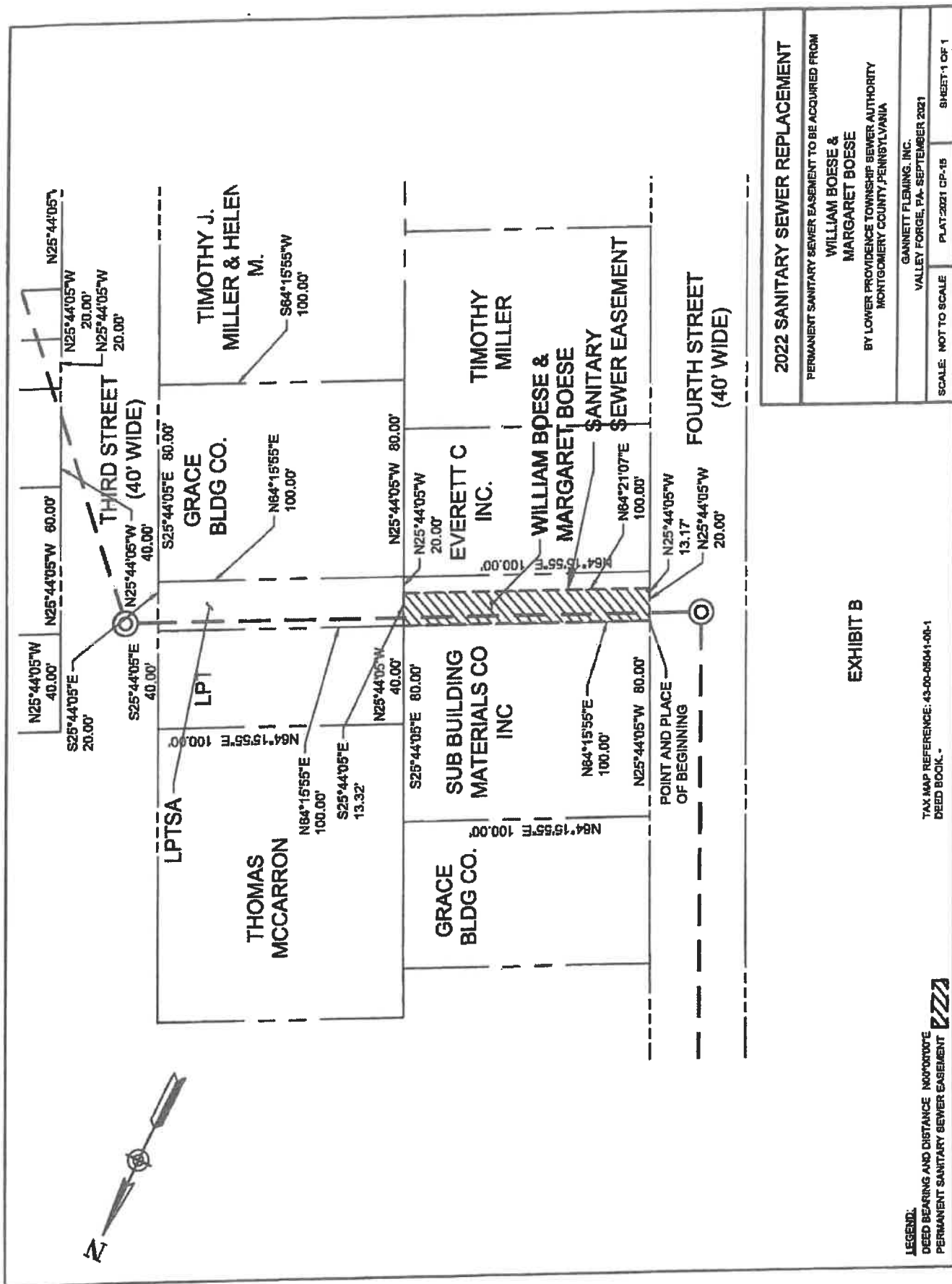
Beginning at a point being the corner on the boundary of lands now or formerly of Sub Building Materials Company Inc. and the legal right of way of Fourth Street (40' wide); said point being South twenty-five degrees forty-four minutes five seconds East 660.00 feet along the legal right of way of Fourth Street, to a point at the intersection of the Northerly legal right of way of Hillside Avenue (40' wide), and the Easterly legal right of way of Fourth Street (40' wide).

From said point and place of beginning, extending along the boundary of lands now or formerly of Sub Building Materials Company Inc. North sixty-four degrees fifteen minutes fifty-five seconds East 100.00 feet to a point on the boundary of lands now or formerly of Lower Providence Township; thence extending along the boundary of said lands South twenty-five degrees forty-four minutes five seconds East 13.32 feet to a point; thence extending South sixty-four degrees twenty-one minutes seven seconds West 100.00 feet to a point along the right of way of Fourth Street; thence extending along said right of way line North twenty-five degrees forty-four minutes five seconds West 13.17 feet to the point and place of beginning.

The above course and distance describing a permanent sanitary sewer easement to be granted to the Lower Providence Township Sewer Authority by William Boese and Margaret Boese.

Easement lines to be shown on the plat attached hereto and made part of these descriptions.

**CONTAINING: 1324.14 Square Feet**



**Lower Providence Township Sewer Authority Non-  
Uniform Pension Plan**

**Investment Policy Statement**



## Plan Summary Information

Plan Name: Lower Providence Township Sewer Authority Non-Uniform Pension Plan

## Purpose of the Investment Policy Statement

This Investment Policy Statement is intended to assist the Plan's fiduciaries in ensuring that they make investment-related decisions in a prudent manner. It outlines the underlying philosophies and processes for the selection, monitoring, and evaluation of the investments and Investment Advisors utilized by the Plan. Specifically, this Investment Policy Statement:

- Defines both investment and plan objectives.
- Defines the roles of those responsible for the Plan's investments.
- Describes the criteria and procedures for selecting investments, strategic asset allocation and investment advisors.
- Establishes investment procedures, measurement standards and monitoring procedures.
- Describes ways to address investments and investment advisors that fail to satisfy established objectives.

This Investment Policy Statement will be reviewed at least annually, and, if appropriate, can be amended to reflect changes in the capital markets or other factors relevant to the Plan.

## Investment Objectives

The primary investment objectives include:

- Select investments that offer competitive returns based on risk level.
- Achieve a long-term rate of return, in excess of the annualized inflation rate.
- Control administrative and management costs.

If at any time the objectives change, it is the Investment Committee's responsibility to promptly notify the Investment Advisor.

## Plan Objectives

The primary Plan objectives include:

- Attract and retain high quality employees.
- Provide participants with income in the event of retirement.

The Plan Sponsor established the Plan to provide employees with a vehicle to accumulate assets to fund retirement and other financial needs. It is intended to be operated in accordance with all applicable state and federal laws and regulations.

## Roles and Responsibilities

Those responsible for the administration of the Plan's investments include, but are not limited to:

|                       |   |
|-----------------------|---|
| Plan Sponsor:         | Lower Providence Township Sewer Authority       |
| Investment Committee: | LPTSA Pension Committee                         |
| Trustee:              | Lower Providence Township Sewer Authority Board |
| Investment Advisor:   | Conrad Siegel Investment Advisors, Inc.         |
| Custodian:            | Charles Schwab Trust Bank                       |

The Plan Sponsor is responsible for selecting the trustee; hiring the Investment Advisor; and appointing the Investment Committee. The Investment Committee is responsible for:

- Establishing and maintaining the Investment Policy Statement.
- Evaluating the Plan's investment performance and investment changes.
- Reviewing all costs associated with the management of the Plan's investment program including: expense ratios of each investment option, custody fees, and investment advisory fees.

The Plan's trustee is responsible for holding and investing plan assets in accordance with the terms of the Trust Agreement.

The custodian is responsible for the safekeeping of Plan assets.

The Investment Advisor is responsible for recommending and instituting changes consistent with the stated approach of the Plan, and reporting investment results to the Investment Committee on a quarterly basis.

## **Selection of Investment Advisor**

The Investment Committee will be responsible for the selection of one or more investment advisors (hereafter, an Investment Advisor). Each Investment Advisor must meet certain minimum criteria:

1. It should be a bank or trust company, insurance company or an investment adviser registered under the (a) Investment Advisers Act of 1940, or (b) state law of the state where the Plan has been adopted and has filed the appropriate documentation with the United States Department of Labor.
2. It should be operating in good standing with regulators and clients, with no material pending or concluded legal actions.

## **Selection of Investments**

The guidelines for the investments that replicate an index are as follows:

- Fund assets of at least \$100,000,000
- Manager tenure of at least 2 years
- Overall expense ratio less than or equal to 1.0%

The guidelines for the investments that do not replicate an index are as follows:

- 3 year and 5 year Morningstar ratings of 3 stars or higher
- 3 year performance in corresponding Morningstar category top 50%
- Fund assets of at least \$100,000,000
- Inception date more than 5 years ago
- Manager tenure of at least 3 years
- Overall expense ratio less than or equal to 1.5%

The additional guideline to be used for fixed income investments is as follows:

- Credit quality of BBB or better

#### Guidelines for Balanced/Asset Allocation Investments

The fixed income and equity guidelines used for these investments will be the same as the applicable guidelines shown above, based upon whether the investment is index or non-index.

Morningstar does not rate money market funds. Money market funds in the U.S. are subject to rules requiring them to invest in high-quality securities. Therefore, the above criteria will not be applied to money market funds.

From time to time investment families create different share classes of its investments with differing asset minimums. These are the exact same investments, with the only difference being a different expense ratio. The Investment Advisor will try to place the client in the lowest expense share class for which it qualifies. These newer share classes should be viewed as exceptions and not violations of the investment criteria, since one should look to the original share class for the investment's actual inception date. Therefore, if this situation arises, the quarterly correspondence from the Investment Advisor will not address these as violations to the investment criteria.

**Index** – An investment strategy that is intended to represent a specific market segment and track the market's value over time.

**Non-Index** – An investment strategy that does not seek to track an index. Non-index strategies can range from active management strategies where the manager seeks to outperform a benchmark to more fundamental or quantitative based strategies where managers try to exploit certain market factors that they believe will enhance the returns of their portfolio.

Determinants of Index versus Non-Index:

- Investment approach
- Investment strategy
- Investment objective
- Tracking error

## **Prohibited Investments**

Funds in which the Plan invests shall engage in no more than, the lesser of statutory limits or 50% of the fund, in the following:

- Options or futures contracts;
- Non-marketable securities;

- Un-registered securities;
- Derivatives;
- Private placements;
- Real Estate (excluding diversified REIT investments);
- Short selling or the purchase of securities on margin;
- Commodities;
- Oil, gas, timber, or natural resource properties or other mineral rights;
- Warrants;
- Venture capital;
- Securities lending.

## Asset Allocation

The strategic asset allocation will be as follows:

| <b>Asset Class</b>                     | <b>% of Market Value</b> |
|--|--------------------------|
| <i>Fixed Income</i>                    | <i>40.00%</i>            |
| Domestic Investment Grade Fixed Income | 35.50%                   |
| Money Market Deposit                   | 4.50%                    |
| <i>Equity</i>                          | <i>60.00%</i>            |
| Domestic Equity                        | 42.00%                   |
| Foreign Equity                         | 18.00%                   |

Variance from the strategic equity/fixed income allocation should not exceed 5% nor should any of the underlying asset classes.

## Rebalancing

On the third Wednesday of the third month of each calendar quarter, the account balance will be automatically realigned so that the existing account is rebalanced according to the strategic asset allocation noted above.

## Investment Monitoring and Reporting

The on-going monitoring of investments must be a regular and disciplined process. It is the mechanism for revisiting the investment selection process and confirming that the criteria originally satisfied remain so and that the investment continues to be a prudent investment. While frequent change is neither expected nor desirable, the process of monitoring investment performance relative to specified guidelines is an on-going process.

The Investment Advisor will periodically monitor and address the criteria used in the investment selection process. It is possible that for a short period of time a recommended investment may fall outside of the range of the investment guidelines. This investment will be scrutinized closely to determine the reason for fluctuation, the amount of divergence, and the time period that is anticipated the investment will remain at levels outside of the guidelines. Any exception to the investment guidelines will be properly documented. It is anticipated that any exceptions will be relayed to the Investment Committee via quarterly correspondence.

The Investment Advisor will submit the quarterly correspondence to the Investment Committee. This correspondence will highlight the investment guidelines set forth in this Investment Policy Statement. Any exception to the investment guidelines and a recommended course of action will also be addressed in this correspondence. The Investment Committee will review the correspondence in a timely manner. The Investment Committee, on a quarterly basis, will evaluate each investment in terms of its performance compared to relevant market indices and peer groups over trailing three-, five-, and ten-year periods. Greater weight will be given to five- and ten-year performance, since longer-term market cycles are more meaningful. Investments consistently under-performing in terms of risk and return will be carefully scrutinized to determine if action is warranted. Both the Investment Advisor and the Investment Committee will maintain a copy of the quarterly correspondence for their files.

## **Total Expense and Fees**

On an annual basis the Investment Advisor will disclose total expenses and fees. In addition to the direct costs of investment management, the Investment Advisor will also disclose any investment expenses, commission recapture programs, revenue sharing or other expenses associated with the Plan and the disposition of such sums.

These fees shall be reviewed in light of the services rendered to determine if they are reasonable.

## **Benchmark Indices**

The benchmark indices being used in reviewing and monitoring the investment performance of the investment options are to be set forth in the quarterly investment summary of each investment option. Such benchmarks shall be consistent with industry standards.

The Investment Advisor is to use meaningful benchmarks for comparison purposes. Spliced benchmarks are used when more than one benchmark has been utilized for the investment option over the presented time period. To the extent appropriate, the same benchmark is to be used to evaluate the same investment from quarter to quarter. Any change in benchmark shall be communicated in the quarterly investment performance summary.

Benchmark performance for the portfolio shall be calculated by multiplying the appropriate asset class percentages by the benchmark index performance.

## **Investment Advisor Termination**

An Investment Advisor should be terminated when the Investment Committee has lost confidence in the Investment Advisor's ability to:

1. Continually provide investment recommendations that achieve performance and risk objectives,
2. Continually provide investment recommendations that comply with investment guidelines,
3. Comply with reporting requirements, or

4. Maintain a stable organization and retain key relevant investment professionals.

Other than intentional misconduct and gross negligence in performing its duties, there are no bright-line rules for termination. However if the Investment Advisor has consistently failed to adhere to one or more of the above conditions, it is reasonable to presume a lack of adherence going forward. Failure to remedy the circumstances of unsatisfactory performance by the Investment Advisor, within a reasonable time, shall be grounds for termination.

Any recommendation to terminate an Investment Advisor will be treated on an individual basis, and will not be made solely based on quantitative data. In addition to those above, other factors may include professional or client turnover, or material change to investment processes. Considerable judgment must be exercised in the termination decision process.

When an Investment Advisor is being terminated, the Investment Advisor shall be removed using the following step:

- Terminate the Investment Advisor in writing and appoint a replacement Investment Advisor to provide investment advice regarding the plan assets.

## **Coordination with the Plan Document**

Notwithstanding the foregoing, if any term or condition of this Investment Policy Statement conflicts with any term or condition in the Plan, the terms and conditions of the Plan shall control.

This Investment Policy Statement shall remain in effect until revised or amended.

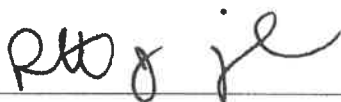


Investment Committee

1-10-2022

Date

I, the duly authorized representative of the below named Investment Advisor, do hereby approve and acknowledge receipt of this Investment Policy Statement.



Robert J. Mrazik, FSA, MAAA  
Chief Compliance Officer  
Conrad Siegel Investment Advisors, Inc.

1/11/2022

Date