

REGULAR MEETING
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF APRIL 11, 2022

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, April 11, 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. Charles Rose, Vice Chairman; Mr. Robert Tschoepe, Secretary; Dr. Jason Sorgini, Treasurer; and Mr. Frank McDonough, Assistant Treasurer.

Absent was Authority Member:

Mr. Fred Walker, Chairman

In addition thereto, the following persons were present:

Mrs. Lori Connolly, Office Manager; Mr. Ed Woyden, Engineer; Mr. Scott Steffy, Engineer; Mr. Eric Frey, Solicitor

Visitor not on Agenda: Ms. Leah Baird

CALL TO ORDER

The Vice Chairman called the meeting to order at 4:30 PM and led everyone in the Pledge of Allegiance.

The Vice Chairman stated that there was an Executive Session prior to the meeting to discuss legal issues.

MINUTES

The minutes of the March 14, 2022 meeting were presented. Upon motion of Mr. Tschoepe, seconded by Dr. Sorgini and carried, the reading of the minutes was waived and approved. Mr. McDonough abstained from voting as he was not at that meeting.

TREASURER'S REPORT - EXHIBIT 'A'

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

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

PERSONNEL & PENSION

Employee Retirement Account

Mr. Tschoepe stated to the Board that Conrad Siegel has received the final transfer of funds from PMRS.

Healthcare Renewal

Mr. Tschoepe stated to the Board that he, Mr. Hager, Mr. Rubendall and Mrs. Connolly had an opportunity to review the health insurance plans.

After discussion, a motion was made by Mr. Tschoepe, seconded by Mr. McDonough and unanimously carried to approve the presented health insurance plan effective May 1, 2022.

New Hire

Mr. Tschoepe stated to the Board that Mr. Keith Hadley gave his notice for retirement to be effective June 24, 2022.

An employment opportunity for a Sewer Laborer was posted on the Sewer Authority webpage, Township Facebook page, Township Newsletter, PA Municipal Authority website and magazine.

BUDGET & RATES

Dr. Sorgini stated to the Board that there will be a Principal payment from the Capital Reserve account in May for the 2020 Debt Service note in the amount of \$1000. The FYE 2021 Audit is complete with a qualified opinion of the Pension and is on the Agenda for approval.

CAPITAL PROJECTS

2021 Sanitary Sewer Line Replacement

Mr. Rose stated to the Board that since the last meeting the mainline pipe installation on Alexandria has started. Lateral installation was completed on Sunnyside. Lateral installation continues on Walker, Roanoke and Jamestown. Mainline pipe testing on Second Street and Sunnyside has started. Manhole C-17 in Walker Lane damaged frame was replaced.

Work anticipated during this month includes mainline pipe installation on Alexandria to continue. Lateral installation on Walker, Roanoke and Jamestown to continue. Concrete and topsoil restorations are scheduled to start on Second Street and Sunnyside Avenue. Mainline pipe and manhole testing to continue on Second Street and Sunnyside.

Estimate no. five in the amount of \$172,832.76 was presented for payment and will need approval for the Vice Chairman to sign along with change order number two. The next job conference will be held in the LPTSA conference room on April 19, 2022 at 9:00 AM.

2022 Sanitary Sewer Line Replacement

Design is complete, however bidding is delayed due to meeting with FEMA regarding Jode Road and Park Avenue repairs. Advertising is anticipated the week of April 18, 2022 via PennBid.

CIP Edits

Mr. Rubendall identified newly found problem areas with the TV equipment. New projects will be added to the CIP for the Board's review in the coming month.

TOWNSHIP LIAISON

Dr. Sorgini stated to the Board that the 2022 Paving Contract was approved. A public planning meeting is scheduled for May 2, 2022 to discuss Capital Projects.

EDU SALES

A motion was made by Dr. Sorgini seconded by Mr. Tschoepe and unanimously carried to approve one (1) EDU for 49 South Grange Avenue.

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 five and Change Order number two.

A motion was made by Mr. Rose, seconded by Dr. Sorgini and unanimously carried, to authorize the Vice Chairman to sign Payment Estimate number five for the 2021 Sanitary Sewer Replacement Project with Anrich in the amount of \$172,832.76.

A motion was made by Mr. Rose, seconded by Dr. Sorgini and unanimously carried, to authorize the Vice Chairman to sign Change Order number two for the 2021 Sanitary Sewer Replacement Project with Anrich in the amount of \$34,000 to be added to the project for the installation of 8" DIP HDPE pipe by using the pipe bursting method in Alexandria Drive. Mr. Woyden noted for the record that the net cost impact was approximately \$3,500. A compensating change order will be done at the conclusion of the project due to the unit price nature of the Contract.

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.

NEW BUSINESS

Ordinance for Sewer Lateral Prior to Sale of Property

Mr. Frey stated to the Board that he spoke to the Township Solicitor and he will have a draft Ordinance for review at the next meeting.

FYE 2021 Audit

Upon motion of Dr. Sorgini, seconded by Mr. Tschoepe and unanimously carried, the Board accepted the Audit prepared by Bee, Bergvall & Co. for the Fiscal Year ending June 30, 2021 and authorized the publication of the Balance Sheet Statement.

ADJOURNMENT

A motion was made to close the meeting and go into executive session at 4:55 PM by motion of Dr. Sorgini, seconded by Mr. Tschoepe and unanimously carried.


Robert Tschoepe, Secretary

BILLS PAID FROM REV. & ADMIN.		APRIL 11, 2022 BOARD MEETING	
ADP	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	204.14
AMERICAN WATER COMPANY	COMPUTER BILLING, SEWER RENTAL: MONTHLY METER READINGS		31.36
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE, POSTAGE, PRINTING OF BILLS		5,798.66
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		280.00
CLARK INDUSTRIAL SUPPLY	TRUCK & EQUIPMENT: CARGO STRAP UNIT 3		14.45
CLOVERLEAF TOOL COMPANY	TRUCK & EQUIPMENT: PARTS FOR SEWER CLEANER		35.99
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		1454.65
DISCHEL BARTLE & DOOLEY	LEGAL FEES, SPECIAL PROJECTS, REF: MONTH OF MARCH		1627.78
DECKMAN MOTOR & PUMP INC	PUMP STATION MAINT: REBUILD FOX ROAD PUMP		2386.00
EASTERN ALLIANCE	GENERAL INSURANCE: WORKERS COMP INSTALLMENT		563.00
GANNETT FLEMING, INC	ENGINEERING FEES. SPECIAL PROJECTS, REF: JANUARY 29 - FEBRUARY 25, 2022		4002.75
GRAINGER	TRUCK & EQUIPMENT: SHOVEL		46.48
HAYES INDUSTRIES	PUMP STATION MAINT, COLLECTION SYSTEM MAINTENANCE		812.07
HOME DEPOT	PUMP STATION MAINT, COLLECTION SYSTEM MAINTENANCE		137.43
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		81.05
LPVRS	TREATMENT CHARGES		192855.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE march		50.00
McMASTER-CARR	PUMP STATION MAINT: BALL JOINT ROD		20.03
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		74.83
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		0.00
PECO	GAS & ELECTRIC		4915.45
RICHTER OFFICE SUPPLY COMPANY, INC.	OFFICE SUPPLIES, ADMINISTRATION		156.74
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER COOLER RENTAL		18.00
STRATIX LEASING	ADMINISTRATION: COPIER LEASE	[AUTO DEBIT]	321.00
SUN LIFE	INSURANCE: PREMIUM LIFE, AD&D, LTD, STD, DENTAL, VISION	[AUTO DEBIT]	1163.76
TIOGA FUEL COMPANY	BUILDING OPERATION & MAINT: HEATING OIL 1/3, 1/21, 3/3		1469.62
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		289.84
UNITED HEALTHCARE	HOSPITALIZATION: PREMIUM		5730.76
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		846.57
VERIZON	TELEPHONE: OFFICE FIOS		209.21
VERIZON	TELEPHONE: OFFICE INTERNET		119.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		258.25
WELLS FARGO	DEBT SERVICE: INTEREST & PRINCIPAL 2016 NOTE	[AUTO DEBIT]	723850.22
WELLS FARGO	DEBT SERVICE: INTEREST 2020 NOTE	[AUTO DEBIT]	11041.67
WEX BANK	TRUCK & EQUIPMENT: FUEL FOR VEHICLES & EQUIPMENT		1417.06
LPTSA	PETTY CASH		59.58
LPTSA CREDIT CARD	ADMIN MISC: AFTER HOURS EMERGENCY SERVICE, CHARGERS	[TRANSFERRED]	168.04
LPTSA	PAYROLL	[TRANSFERRED]	35,000.00
TOTAL			997575.50

BILLS PAID FROM CAPITAL IMPROVEMENT

ANRICH	PAYMENT ESTIMATE NO.: 5		172832.76
DISCHEL BARTLE & DOOLEY	LEGAL FEES: MONTH OF MARCH		2919.84
EJ USA INC	PAVING: MANHOLE CASTINGS		5387.10
GANNETT FLEMING	ENGINEERING FEES: JANUARY 29 - FEBRUARY 25, 2022		50951.03
HAJOCA COPORATION	MOUNT KIRK AVENUE REPAIR		62.18
TOTAL			232152.91

BILLS PAID FROM CAPITAL RESERVE

LPVRS	CAPACITY PERMITS		2670.00
TOTAL			2670.00

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
April 11, 2022

66692.103	Chapter 94 Report	-	Report submitted to the LPVRSa on March 16, 2022
66692.105	CAP/CMP	-	Waiting on the Township to set up meeting with ALD to respond to DEP request for information.
66692.110	2021 Capital Project	-	Construction is progressing on schedule. Estimate #5 and Change Order #2 in the amount of \$172,832.76 will be presented at the April 11, 2022 meeting.
66692.111	Intersection Improvement Project	-	Final drawings were submitted to McMahon Associates on March 28, 2022.
66692.119	2022 Capital Projects	-	FEMA meeting resulted in revisions to the contract drawings. The repair areas along the Mine Run damaged by TS Ida will be removed from the project. Finalizing the Plans and Specifications.
66692.122	FEMA/PEMA Assistance	- -	Participation on weekly FEMA/PEMA calls Preparation of FEMA information for reimbursement is ongoing.
66692.222	Montco. Coroner's Office	-	Construction observation is underway.
66692.228	Nudy's Cafe	-	Estimated the needed EDUs for the proposed project and notified the developer that they needed to contact the Township to get on the CMP. Notice sent April 1, 2022
66692.229	Shannondell Phase 3	-	Review of plans. Transmitted review letter to Design Engineer on April 4, 2022.

SYSTEM SUPERINTENDENT'S REPORT

MARCH 2022

FOR WORK DONE FEBRUARY 1, 2022 – FEBRUARY 28, 2022

SEWER AUTHORITY PROJECTS:

NEW EMPLOYEE: We placed a notice in the Township newsletter that will go out the first week of May that we are taking applications for a full time Employee.

RAN SEWER CLEANER: Cleaned 300' of 8" main, cleaned and root cut 1000' of 8" main and cleaned and videoed 5250' of 8" main.

CONSTRUCTION PROGRESS MEETING: We have a progress meeting with Gannett Fleming/Anrich scheduled for Tuesday 4/19 at 10:00 AM at our office.

UPDATE-139 MT. KIRK AVE. We got a quote from Anrich to do the replacement of the leaking lateral from the trap to the wye of the 8" main. We are waiting for Jim Kenny Paving and Construction and T&T Construction to get us quotes.

UPDATE - 2021 SEWER REPLACEMENT PROJECT: Anrich has two crews doing laterals on Walker, Jamestown and Roanoke. They were shut down on sewer main on Alexandra due to some soil testing.

UPDATE - DISLODGED MANHOLES AND DAMAGE FROM HURRICANE IDA: We had two zoom meetings with FEMA and filled out a damage reimbursement application with them. We will be having a third meeting with them in person on Thursday 4/7 at 1:30 at our office.

UPDATE - OLD ARCOLA AND WEMCO STATION SITES: PECO has us on their schedule to disconnect the old Arcola Road Station site.

NO UPDATE-WALKER STATION: We received the quotes from Deskman's to repair or replace the pump. After comparing the two prices we decided to go with the repair and gave Deskman's the Ok.

NO 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.

MAINTENANCE DEPARTMENT:

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

- Responded to 230 locations (PA One Calls).
- Routine station checks revealed pump two at Audubon Square was not performing normally. Investigation revealed the pump was clogged we pulled cleared and reinstalled pump two.
- Installed newly purchased pump in position 2 at Old Baptist station to collect data. We performed drawdown testing and confirmed both pump one and two were operating at design point producing 30Gpm.
- Repaired hose retrieval guide on sewer cleaner.
- Installed new batteries in all emergency lighting at office.
- Ran root cutter to Clear blocked sewer main on Cardin Place between MHE68 and MHE65 about 300'.
- Work with township road crew to video storm drain on Mourning Dove Rd.
- Cleaned sewer main on Cardinal Rd MHA47 to MHA40 about 1000'.
- Cleaned and videoed all sewer main on Hillside Ave associated with paving MH338 to MH334 about 1200'.
- Cleaned and videoed all sewer main on Lexington for paving project MHVG9 to VG23 about 1000'.
- Cleaned and videoed sewer main on Walker lane for paving project MHC1 to MHC6 about 800'.
- Clean and videoed sewer main on fourth St for paving project MH292 to MH72 about 350'.
- Cleaned videoed Church Rd for INI investigation from MH151 to MH361 about 1200'.
- Cleaned and videoed Woodlyn Ave for INI investigation MHT56 to MHT52 about 1000'.
- Cleaned and videoed fifth street MH345 to MH89 about 700' to locate buried MH344.
- Inspect sewer lateral repair at 3255 Sunset Ave.
- Inspect sewer lateral repair at 108 Glenwood Ave.
- Inspect sewer lateral repair at 114 Blue teal Cir.
- Inspect sewer lateral repair at 14 Clearfield.
- Inspect sewer lateral repair at 2815 Apple Valley Lane.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	540	336
PTO hours	12	32
Holiday hours	0	0
Overtime	0	n/a
Part-time hours		74
Injury related hours	0	0