

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

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

In addition thereto, the following persons were present:

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

Visitor not on Agenda: Ms. Leah Baird

Visitors on Agenda: Mr. John Pergolese, Mrs. Peggy Pergolese

**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.

**PUBLIC COMMENTS**

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

10 Indian Head lane installation of Sewer Line

Mr. John Pergolese stated to the Board that he expects the installation of the line to cost \$70,000. With the Tropical Storm Ida in September of 2021, it destroyed two homes that will be purchased by FEMA and that will put more hook-up cost on the rest of the neighbors.

Mr. Pergolese asked the Board if they can waive the permit fee.

After discussion, the Chairman stated to Mr. Pergolese that his Engineer needs to submit a proper set of plans and he needs to submit a Professional Service Agreement. After receipt, the Authority Engineer can review, then the Board can decide if they can waive a permit fee.

The Chairman asked for a motion to return to the Agenda. Upon motion of Mr. Rose, seconded by Dr. Sorgini and unanimously carried, the Board returned to the Agenda.

**MINUTES**

The minutes of the June 13, 2022 meeting were presented. Upon motion of Mr. Rose seconded by Dr. Sorgini and unanimously carried, the reading of the minutes was waived and approved.

**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 accounts.

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

**PERSONNEL & PENSION**

**New Hire**

Mr. Tschoepe stated to the Board that Mr. Rubendall has reviewed the applications and resumes received and will be scheduling four interviews in the coming weeks.

Mr. Tschoepe stated to the Board that Mrs. Eileen Sardo will be leaving her part-time position.

**Employee Handbook**

Mr. Tschoepe presented to the Board an updated copy of the Employee Handbook.

After discussion, a motion was made by Mr. Tschoepe seconded by Mr. Rose and unanimously carried to approve the updated Employee Handbook.

**CAPITAL PROJECTS**

**2021 Sanitary Sewer Line Replacement**

Mr. Rose stated to the Board that substantial completion is scheduled for July 29, 2022. The contractor has verbally indicated a request for an extension of time. We are waiting for the request in writing. We expressly indicated that the work on Summit Avenue needed to be completed before the start of school in August.

Since the last meeting the mainline pipe installation on Summit Avenue started. Lateral installation to continue following main line work. Main pipe and manhole testing to continue. Concrete, topsoil and paving restorations to continue.

Work anticipated during this month includes main line pipe installation on Summit to be completed. Lateral installation to continue following main line work. Main line pipe and manhole testing to continue. Paving, concrete and topsoil restorations to continue.

Estimate number eight in the amount of \$574,164.71 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 July 19, 2022 at 10:00 AM.

**2022 Sanitary Sewer Line Replacement**

Mr. Rose stated to the Board that Notice of Intent to Award was sent to Doli Construction Corporation and the review of Insurance and payment performance bonds is underway. The Engineer is requesting a notice to Award.

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

A motion was made by Mr. Rose, seconded by Dr. Sorgini and unanimously carried, to add the Professional Service Agreement for 10 Indian Head Lane to the Agenda.

A motion was made by Mr. Walker seconded by Dr. Sorgini and unanimously carried to approve the Professional Service Agreement for 10 Indian Head Lane.

**EDU SALES**

A motion was made by Mr. Tschoepe seconded by Mr. Rose and unanimously carried to approve one (1) EDU each for 153 Summit Avenue and 1045 South Trooper 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 eight.

A motion was made by Mr. Rose, seconded by Dr. Sorgini and unanimously carried, to authorize the Chairman to sign Payment Estimate number eight for the 2021 Sanitary Sewer Replacement Project with Anrich in the amount of \$574,164.71.

2022 Sanitary Sewer Line Replacement

Mr. Woyden stated to the Board that Notice of Intent to Award was sent to Doli Construction Corporation and the review of Insurance and payment performance bonds is underway.

A motion was made by Mr. Rose, seconded by Mr. Tschoepe and unanimously carried, to authorize the Engineer to issue a Notice to Award for the 2022 Sanitary Sewer Replacement Project to Doli Construction Corporation pending receipt of the final Insurance Certification.

**SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT 'C'**

There were no questions on the System Superintendent's Report.

EDU Overusage Update

Mr. Rubendall presented to the Board a spreadsheet with an update of the project to date. He stated that there are several accounts still over their usage that need to purchase permits that have been previously notified.

The Board asked about the status of 2626 Van Buren who has been consistently over with very high usage. Mr. Rubendall said that their response was always that they were having construction done or no response at all.

After discussion, a motion was made by Mr. Walker, seconded by Mr. Rose to send the property of 2626 Van Buren Avenue a bill for seventeen (17) EDUs.

**ATTORNEY REPORT**

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

PMAA Act 43 Policy Application

The Board reviewed the revised version of the PMAA Act 43 Policy application.

After discussion, a motion was made by Mr. Rose, seconded by Dr. Sorgini and unanimously carried to adopt the policy with comments and to add a \$600.00 application fee and \$1500.00 escrow fee to the application.

**NEW BUSINESS**

Ordinance for Sewer Lateral Prior to Sale of Property

Mr. Frey stated to the Board that an updated copy of the draft Ordinance was sent to the Township Solicitor for review and he has not yet received any feedback.

Resolution 2022-04 honoring and commending Mr. Keith Hadley- EXHIBIT 'C'

A motion was made by Mr. McDonough, seconded by Dr. Sorgini and unanimously carried, to approve Resolution 2022-04 honoring and commending Mr. Keith Hadley.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 5:45 PM by motion of Mr. Rose seconded by Dr. Sorgini and unanimously carried.



Alan Rubendall, Assistant Secretary

BILLS PAID FROM REV. & ADMIN.		JULY 11, 2022 BOARD MEETING		
ADVANCED AUTO PARTS	PUMP STATION MAINT: OIL FOR BYPASS PUMP			19.17
ADP	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]		206.86
AMERICAN WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS			31.83
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE, POSTAGE, PRINTING OF BILLS			5,896.59
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS			65.06
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING JUNE			280.00
COMMONWEALTH OF PA	COLLECTION SYSTEM: CHAPTER 302 WW OPERATOR CERTIFICATION ANNUAL FEE			65.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY			335.73
DISCHEL BARTLE & DOOLEY	LEGAL FEES, SPECIAL PROJECTS, REF: MONTH OF MAY			2296.75
EASTERN ALLIANCE	GENERAL INSURANCE: WORKERS COMP JULY 1, 2022 - JUNE 30, 2023			10131.00
GANNETT FLEMING, INC	ENGINEERING FEES, REF: MAY 7, 2022 - JUNE 3, 2022			7036.85
GRAINGER	PUMP STATION MAINT: EXHAUST FAN, ELECTRICAL SWITCH			15.70
HAJOCA CORPORATON	PUMP STATION MAINT: PART TO REPAIR WALKER LANE CHECK VALVE			261.54
HOME DEPOT	COLLECTION SYSTEM MAINT, TRUCK & EQUIPMENT: DRILL PBIT, DRAIN PIPE			59.38
HTC ASSOCIATES, LLC	ESCROW: RELEASE OF ROAD OPENING ESCROW (CLOSED HOP RECEIVED)			3000.00
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL			89.05
KISTLER O'BRIEN FIRE PROTECTION	TRUCK & EQUIPMENT: ANNUAL FIRE EXTINGUISHER INSPECTION			394.75
LPVRS	TREATMENT CHARGES			193035.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE JUNE			50.00
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE			73.02
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING			229.13
PECO	GAS & ELECTRIC			4123.25
RICHTER OFFICE SUPPLY COMPANY, INC.	OFFICE SUPPLIES: COPY PAPER, MINUTE PAPER, WATER, ADDING MACHINE			681.71
STRATIX LEASING	ADMINISTRATION: COPIER LEASE	[AUTO DEBIT]		321.00
SUN LIFE	INSURANCE: PREMIUM LIFE, AD&D, LTD, STD, DENTAL, VISION	[AUTO DEBIT]		746.59
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING			293.03
UNITED HEALTHCARE	HOSPITALIZATION: PREMIUM			3004.52
USPS	POSTAGE: STAMPS			300.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS			887.25
VERIZON	TELEPHONE: OFFICE FIOS			220.63
VERIZON	TELEPHONE: OFFICE INTERNET			109.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES			258.17
WELLS FARGO	DEBT SERVICE: INTEREST 2020 NOTE	[AUTO DEBIT]		11039.46
WEX BANK	TRUCK & EQUIPMENT: FUEL FOR VEHICLES & EQUIPMENT			1087.42
LPTSA CREDIT CARD	ADMIN MISC, TRUCK & EQUIP MAINT, BUILDING MAINT, OPERATING EXPENSE	[TRANSFERRED]		200.39
LPTSA	PAYROLL	[TRANSFERRED]		35,000.00
		TOTAL	TOTAL	281844.83
BILLS PAID FROM CAPITAL IMPROVEMENT				
ANRICH	PAYMENT ESTIMATE NO.: EIGHT			574164.71
DISCHEL BARTLE & DOOLEY	LEGAL FEES: MONTH OF MAY			478.50
GANNETT FLEMING	ENGINEERING FEES: MAY 7, 2022 - JUNE 3, 2022			49612.08
JAMES KENNEY	EXCAVATOR, DUMP TRUCK MOBILIZATION OF ER 11, HILLSIDE AVE, SUNNYSIDE AVE			14639.00
PA DEPARTMENT OF TRANSPORTATION	RAISING OF MANHOLES PER MASTER CASTING AGREEMENT			7632.00
		TOTAL	TOTAL	646526.29
BILLS PAID FROM CAPITAL RESERVE				
LPVRS	CAPACITY PERMITS			5340.00
		TOTAL	TOTAL	5340.00

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

66692.110	2021 Capital Project	-	Construction is progressing on schedule. Estimate #8 in the amount of \$574,164.71 will be presented at the July 11, 2022 meeting.
66692.119	2022 Capital Projects	-	Notice of Intent to award was sent to Doli Construction on June 14, 2022.
		-	Review of insurance and payment and performance bonds is underway.
66692.122	FEMA/PEMA Assistance	-	Preparation of FEMA information for reimbursement is ongoing.
66692.204	2711 & 2725 Woodland Road	-	Transmitted pre-construction meeting minutes June 12, 2022
66692.222	Montco. Coroner's Building, Archive Building and Garage/Warehouse	-	Construction observation is ongoing.
66692.227	Church Road Subdivision	-	Received revised submission for review June 30, 2022.

# **SYSTEM SUPERINTENDENT'S REPORT**

**JULY 2022**

**FOR WORK DONE JUNE 1, 2022 – JUNE 30, 2022**

## **SEWER AUTHORITY PROJECTS:**

**CONSTRUCTION PROGRESS MEETING:** We have a progress meeting with Gannett Fleming/Anrich scheduled for Tuesday, July 9th at 10:00 AM at our office.

**UPDATE - ST GABES AND GERTRUDE STATION:** Both pumps were evaluated and will be in need of repairs and rebuild. We gave them the okay to do the work at the quoted price.

**UPDATE - SECOND STREET BASEMENTS WITH WATER ISSUES:** We purchased a chlorine test kit and will be taking samples at two or three different locations on Second Street to identify if the source of the water that is entering the new sewer main trench and getting into the basements is from a water main, service leak or ground water. All of the sewer main has been replaced for this project.

**UPDATE - 2021 SEWER REPLACEMENT PROJECT:** All of the sewer main has been replaced for this project. One crew is doing laterals on Amy, Alexandra and Jennifer. A second crew is doing laterals on Summit. Curbing sidewalks and paving is also being done by a contractor that Anrich subbed the work to.

**UPDATE - NEW EMPLOYEE:** We have received six applications for the job opening and will be scheduling interviews in a week or two.

**UPDATE-PECO:** PECO has disconnected the power to both old station sites (Arcola and Wemco).

**NO UPDATE - SUNNYSIDE BASEMENTS WITH WATER ISSUES:** After putting in earth dams using Bentonite at the lateral trenches for 500 and 508 Sunnyside and perforated drain pipes from sewer main trench to wooded area off edge of road it has stopped the water from seeping through the basement walls at both properties. We still haven't had a heavy rain to see if they will get trench water coming back through the walls or not.

**NO UPDATE - 609 LINNETT ROAD:** The design plans for the relocation of the exposed sewer main behind the houses off Linnet are done and we spoke to the FEMA rep. about the possibility of getting some of this project covered under the HURRICANE IDA damage since some of the damage was caused by the hurricane.

**NO UPDATE - DISLODGED MANHOLES AND DAMAGE FROM HURRICANE IDA:** We now had a zoom meeting and three in office meetings with FEMA and filled out a damage reimbursement application with them. We will be having a fifth meeting with them in person on June 15th at 11:00 at our office. We also went on a site inspection on 5/26.

**NO UPDATE - WALKER LANE STATION:** We are still waiting for the rebuilt spare pump.

**MAINTENANCE DEPARTMENT:**

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

- Responded to 278 locations (PA One Calls).
- Routine station checks showed pump two at Grange Avenue was not performing correctly. Investigation revealed pump was partially clogged. The pump was removed cleared and reinstalled.
- Cleaned/power washed wet wells at Grange Avenue and Smith Rd pump stations.
- Smith Rd station experienced a power surge the destroyed the entire surge protection unit. The unit was replaced with a spare that we had in stock.
- Responded to call of pump two failure at Old Baptist station. Investigation revealed pump two seal had failed. The pump was removed sent out for repair and the spare was installed.
- Responded to high level alarm at Audubon Square. Investigation found most likely cause to be grease buildup on level Transducer. The transducer and stilling tube were cleaned and the problem was resolved.
- Serviced bypass pump at walker lane. All fluids filters and a new drive belt was installed.
- Performed annual inspection of grinder pump at 3225 Walker Lane.
- Grinder pump at township football field tripped the overload. Investigation found force main draining back causing pump to cycle frequently. The pump was pulled the check valve was cleaned and wet well and pump were power washed. The pump was reinstalled with the hope the issue is resolved.
- Grinder pump at township pavilion was in high level with neither pump operating. Investigation revealed the station had lost one phase of 3 phase power. The township had a Electrician repair a broken underground wire and the problem was resolved.
- Videoed from HM28 to HM21 on Baker Street to look for lateral connection for vacant lot, none was found.
- Reset and secured top section of MH ER11 in Eagleville Interceptor.
- Inspected five new sewer connection on Nico Lane Lot 21,22 and 23 addresses 3911 and 3913.

**DEPARTMENT INFORMATION:**

	Maintenance	Administration
Regular hours worked	384	282
PTO hours	144	70
Holiday hours	0	0
Overtime	0	n/a
Part-time hours		77.5
Injury related hours	0	0

**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**RESOLUTION 2022-04**

**HONORING AND COMMENDING MR. KEITH HADLEY**

WHEREAS, Mr. Hadley has served as Field Maintenance Technician for Lower Providence Township Sewer Authority for 30 years from October 15, 1991 to June 24, 2022 and has informed the Board that he is retiring; and

WHEREAS, Mr. Hadley's knowledge and expertise has been invaluable to the Authority in its quest to provide a high level of quality service to over 8000 customers; and

WHEREAS, Mr. Hadley was always diligent, friendly, helpful, and responsive and was considered by the Board and the employees as a friend and valued member of the Authority.

NOW, THEREFORE, this 11th day of July, 2022 it is hereby RESOLVED as follows:

1. The Board wishes to commend Mr. Keith Hadley for his years of service to the Authority and to the public served by the Authority.
2. The Board hereby extends to Mr. Hadley our congratulations on his well-earned retirement, our sincere and grateful appreciation for his commitment and dedicated service, and we offer our best wishes to him for continued success, happiness, and good health in the years to come.

LOWER PROVIDENCE  
TOWNSHIPSEWER AUTHORITY



Fred Walker, Chairman