

**REGULAR MEETING**

**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY  
MINUTES OF AUGUST 13, 2018**

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, August 13, 2018 at 6:00 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. William Stanczak, Treasurer  
Mr. Doug Hager, Asst. Treasurer  
Mr. Robert Tschoepe, Secretary

**In addition thereto, the following persons were present:**

Mr. Alan Rubendall, System Superintendent  
Mrs. Lori Connolly, Office Manager  
Mr. William Brennan, Solicitor  
Mr. Ed Woyden, Engineer

**Present were members of the public on the Agenda:**

Mr. Barry Salter, Mr. Joe Habboush, Mr. John Cutillo, Mr. Paul Cutillo, Mrs. Rosemarie Lomire

**Present was a member of the public not on the Agenda:**

Mrs. Leah Baird

**CALL TO ORDER**

The Chairman called the meeting to order at 6:00 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 for Old Business. Upon motion of Mr. Rose, seconded by Mr. Tschoepe and unanimously carried, the Board deviated from the Agenda for Old Business.

**2907 Ridge Pike EDU Overuse**

Mrs. Rosemarie Lomire stated to the Board that she is requesting an extension because she fixed a leaking toilet and faucet in the kitchen area of the restaurant and would like to see if these adjust the water meter readings.

The Board asked if given the extension and the readings do not reduce the flows into the sanitary sewer system, would she agree to purchase the additional EDU permits required immediately. Mrs. Lomire responded yes.

The Chairman stated that they would get back to Mrs. Lomire with a decision.

3815 Ridge Pike EDU Overuse

Mr. Paul Cutillo stated to the Board that new water meters were recently installed because he felt the meter was reading incorrectly. He would like an extension to see if the new meters make a difference. Since the location is a car wash, he also asked if the Board would consider additional gallons per EDU, consider an adjustment for runoff or base the average on the year.

Mr. Cutillo further explained, that this would be a hardship for the amount of EDUs he would be required to purchase and wants to know if he could purchase two per year.

The Chairman stated that they would get back to Mr. Cutillo with a decision.

3815 Ridge Pike EDU Overuse

Mr. Joe Habboush stated to the Board that a deduct meter was installed on the soda and ice machine and would like an extension to see if the deduct meters will make enough of an impact.

He also stated that he will purchase 2 EDUs now as he realizes he needs to due to the overage and would like to purchase the additional 2 EDUs if the installed deduct meters are not sufficient enough in effecting the readings.

The Chairman stated that they would get back to Mr. Habboush with a decision.

Colonial Shopping Center

Mr. Barry Salter stated to the Board that he is the Owner of the Colonial Shopping center and he was also having EDU overuse issues and just wanted to observe the meeting.

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

**MINUTES**

The minutes of the July 9, 2018 meeting were presented. Upon motion of Mr. Tschoepe, seconded by Mr. Hager and unanimously carried, the reading of the minutes was waived and approved.

**TREASURER'S REPORT**

Mr. Stanczak presented to the Board the bills to be paid from the Revenue & Administration Account, Capital Improvement Account and Capital Reserve Account.

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

**STATEMENTS OF OPERATION**

Mr. Stanczak presented the June Statements of Operation to the Board for approval.

Upon motion of Mr. Rose seconded by Mr. Hager and unanimously carried, the Board approved the June Statements of Operation.

**PERSONNEL**

Employee Raises

Mr. Tschoepe stated to the Board that the employees were due to receive salary increases effective July 1, 2018.

After discussion, a motion was made by Mr. Tschoepe, seconded by Mr. Hager and unanimously carried, that retroactive to July 1, 2018 all employees would receive a three percent increase. In addition, Alan

Rubendall and Lori Connolly would receive \$1.50 per hour, Blayne Hadley would receive \$1.68 per hour and Michael Hagenbuch would receive \$1.00 per hour

**CAPITAL PROJECTS**

**Sanitary Sewer Line Replacement**

Mr. Rose stated to the Board that the contractor is 75% done on North Park Avenue working towards Village Green Lane. Several laterals with leaks were found.

**ENGINEER'S REPORT - EXHIBIT "E"**

There were no questions on the Engineer's Report.

**SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT "F"**

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

**EDU Overusage Update**

Mr. Rubendall reported to the Board that the next set of letters will be going out in the coming weeks.

**ATTORNEY'S REPORT**

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

**Capacity Policy Extensions**

The Board discussed the three month extension request of 2874 Ridge Pike, 2907 Ridge Pike and 3815 Ridge Pike.

After discussion, a motion was made by Mr. Tschoepe, seconded by Mr. Hager and unanimously carried, the Board granted the extension of three months for the properties located at 2874 Ridge Pike, 2907 Ridge Pike and 3815 Ridge Pike with the agreement from said owners that if the extension did not reduce their water flows into the sanitary sewer that they would purchase the necessary EDU permits. In addition, Mr. Cutillo should provide appropriate runoff estimates by an Engineer.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 7:15 PM by motion of Mr. Rose, seconded by Mr. Tschoepe and unanimously carried.

  
Secretary

**BILLS PAID FROM REV. & ADMIN.****AUGUST 13, 2018 BOARD MEETING**

ADVANCE AUTO PARTS	TRUCK & EQUIPMENT MAINT: REFRIGERANT, HYDRAULIC FLUID	38.97
ALDERFER GLASS COMPANY	BUILDING OPERATION & MAINT: REPAIR DROP SLOT	145.00
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS. WATER ON/OFF FEE	45.70
AMS	COMPUTER BILLING/POSTAGE: MONTHLY MAINTENANCE, CASS MAIL CERT	389.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS	65.06
BUTERA, BEAUSANG, COHEN & BRENNAN	LAWYER FEES / SPECIAL PROJECTS: MONTH OF JULY	3828.26
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING	350.00
COMMONWEALTH OF PA	OPERATING EXPENSES: 2018 CHAPTER 302 ANNUAL SERVICE FEE	65.00
COMPLETE DOCUMENT SOLUTIONS	ADMINISTRATION: COPIES FOR JUNE	127.39
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY	737.57
CUMMINS SALES & SERVICE	PUMP STATION MAINT: SENSOR FOR SMITH RD GENERATOR	299.47
DELAGE LANDEN	ADMINISTRATION: XEROX COPIER	248.32
D&W DIESEL, INC.	PUMP STATION MAINT: REPAIR COMPRESSOR FOR PROVIDENCE CROSSING BY-PASS PUMP	918.95
FASTENAL	OPERATING EXPENSES: MARKING PAINT	20.94
GANNETT FLEMING, INC.	ENGINEERING FEES / REF FEES: MAY 26, 2018 TO JUNE 29, 2018	10644.30
HADLEY, BLAYNE	HOSPITALIZATION: REIMBURSEMENT OF COPAY	33.78
HADLEY, KEITH	HOSPITALIZATION: REIMBURSEMENT OF COPAY	150.00
HOME DEPOT	BUILDING OPERATION & MAINT: CIRCUIT BREAKER, LIGHT BULB	22.88
INDEPENDENCE BLUE CROSS	HOSPITALIZATION: PREMIUM ADJUSTMENT BEFORE CHANGE	1666.04
JP MASCARO & SONS	OPERATING EXPENSES: TRASH REMOVAL	70.00
LPVRS	TREATMENT CHARGES	162838.00
MAD EXTERMINATORS	EXTERMINATING SERVICE	50.00
MCGOVERN ENVIRONMENTAL	EMERGENCY SERVICE: EMPTY CROSS KEYS PUMP STATION	562.50
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE	67.85
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING	173.85
PECO	GAS & ELECTRIC	4,091.16
PRIMEPAY	ADMINISTRATION: PAYROLL PROCESSING	197.07
REYNOLDS, PITTLER & ASSOCIATES	ACCOUNTING: STATEMENT OF OPERATION JUNE	300.00
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMINISTRATION: DOCUMENT DESTRUCTION	65.00
SEWER SPECIALTY SERVICES	OPERATING EXPENSES: CLEANED & GROUTED LINES ON LANTERN LANE MH NO.: V16-V15	3950.00
STAPLES	ADMINISTRATION: LABEL PRINTERS	531.09
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING	425.08
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM	542.86
USPS	POSTAGE	300.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS	858.80
VERIZON	TELEPHONE: OFFICE FIOS	206.04
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES	338.74
VSP VISION	VISION PREMIUM FOR YEAR	613.92
WELLS FARGO	DEBT SERVICE: INTEREST [AUTO DEBIT]	3649.53
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT	842.50
LPTSA	PAYROLL [TRANSFERRED]	35,000.00
LPTSA	PETTY CASH: CERTIFIED MAIL FOR EDU OVERUSE (20), LIENS (50), PARTS SHIPPING, ANTI FREEZE	791.72
UNITED HEALTHCARE	HOSPITALIZATION: AUGUST PREMIUM	6535.70
	<b>TOTAL</b>	<b>242798.04</b>

**BILLS PAID FROM CAPITAL EXPANSION**

LPVRS	PERMITS: 35 EVANSBURG ROAD (BALANCE DUE)	14976.00
	<b>TOTAL</b>	<b>14976.00</b>

**BILLS PAID FROM CAPITAL IMPROVEMENT**

COMMONWEALTH OF PENNSYLVANIA	HOP FOR 2017 SANITARY SEWER REPLACEMENT	502.65
DECKAMN ELECTRIC	REBUILD PUMP FOR CROSSKEYS	1690.00
GANNETT FLEMING, INC.	ENGINEERING FEES: MAY 26, 2018 TO JUNE 29, 2018	50557.02
JWC ENVIRONMENTAL	PARTS TO REBUILD MUFFIN MONSTER AT CROSSKEYS STATION	5796.63
PARSON ENVIRONMENTAL	MANHOLS FRAMES / COVERS	2446.70
RAHN'S CONSTRUCTION MATERIAL	ADJUSTMENT RINGS	1022.00

EXHIBIT "A"

**TOTAL 62015.00**

**GANNETT FLEMING'S REPORT**  
**for the**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**August 13, 2018**

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
52361.134	2017 Replacement of Sanitary Sewer	- Project closeout paperwork completed and transmitted to the contractor on July 26, 2018.
52361.140	2018 Sewer Replacement Project	- Construction began July 18 and we are performing construction observation.
52361.220	Providence Place	- Performing construction observation services.
52361.227	St. James Church	- Review of planning module exemption submission. Transmitted executed exemption to Design Engineer on July 31, 2018.
52361.234	Iroy Gym	- Review of revised plans. Transmitted review letter to the Applicant on July 18, 2018.
52361.236	Dunkin Donuts	- E-mail correspondence with Design Engineer. Requested plans to review on July 30, 2018.

## SYSTEM SUPERINTENDENT'S REPORT

AUGUST 2018

FOR WORK DONE JULY 1, 2018 – JULY 31, 2018

### SEWER AUTHORITY PROJECTS:

Request for Information received on July 5, 2018 from Township Employee Michael Rohfling requesting Employees Salary data was picked up on August 3, 2018.

Request for Information received on July 19, 2018 from Michael Luongo, Esquire for Shannondell requesting the Authority's Tapping Fee Resolution was picked up on July 24, 2018.

Resident from 2711 Lantern Lane call and report that they had a plumber come out to unclog his sewer lateral. They claimed that the 4' from the house to the 6" clay is clean and open but the 6" clay pipe from the curb to the sewer main has a root ball clogging it and the plumber couldn't get through it. I checked into digging up and replacing the 6" from the curb to the main and found that it would cost anywhere from \$5,500.00 to \$6,000.00. I also got a price for going in sewer main and cutting the roots out from there which would cost about \$3,500.00 for the day with Sewer Specialties and we then cleaned the roots out of two other laterals in the same run and also air tested and grouted the sewer main while we were in there.

All the blacktop work is done on the roads that were involved in the 2017 sewer replacement project and also all the roads that the Township were having paved. Meyers did all the paving and also raised 35 manhole tops for us and chimney sealed 14 casting to cones. Myers also got the paving contract with the State for paving the section of Ridge Pike from Collegeville Bridge to Crosskeys Road and that is completed and they raised nine manholes for us in that section.

The Township sent us the road opening permits needed for the 2018 sewer replacement project and said that the fees were waived.

The sewer Replacement project is going good on North Trooper Road. They are 3/4 of the way done on Trooper Road and are finding a lot of major leaks in the main and the laterals and we also found major leaks in the storm sewer which is running along or on top of our sewer main for a couple hundred feet and dumping water in our sewer trench and leaking into our sewer main. That may explain why Providence Crossing Station takes 2 or 3 days to catch up to the flow after a heavy rain.

### DEVELOPER PROJECTS:

**Brynwood Manors:** 139 units are in the process of installing sewer main. *88 EDUs were purchased. 51 EDUs need to be purchased in the second phase.*

**Providence Place:** 160 units will be installing sewer main soon. *61 units were allocated. 19 EDUs need to be purchased in the second phase.*

**35 Evansburg Road:** 24 unit Subdivision Plans are being reviewed. *24 EDUs need to be purchased.*

**Moscariello:** 30 units + 2 commercial building Subdivision at Crosskeys and Ridge Pike. Plans are being reviewed by Gannett Flemming. *32 EDUs possibly more (commercial) need to be purchased.*

**Worcester Twp:** Sent plans to be reviewed for tying Sewer laterals into our system for two houses in Worcester that are included in the Intermunicipal Agreement. *3 EDUs need to be purchased.*

**Anderko subdivision:** 8 units at Crawford and South Park and 2 units at Eagleville and South Park. Plans are at Gannett Fleming office for review. *8 EDUs still need to be purchased – purchased 2 EDUs 1 for 903 existing house and 1 for 905 Eagleville Road the new house being built.*

**319 Level Road:** Single new home. Sent sewer lateral plans to Gannett and Flemming for review. *1 EDU needs to be purchased.*

**1558 Second Street of Washington Blvd:** Single existing home. Waiting for easement plans from their Engineer and lateral drawing plans to send to Gannett and Fleming for review. *1 EDU needs to be purchased.*

**MAINTENANCE DEPARTMENT:**

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

- Responded to 149 locations (PA One Calls).
- Pulled muffin monster from Cross Keys Station and sent out for repair.
- Dumped fill and binder at Cross Keys station to level ground and create a parking area.
- Found Cross Keys Stations pumps clogged twice during the month pulled and cleared both pumps each time.
- Found Smith Rd generator not testing due to high engine temp alarm. After investigation we found a faulty coolant level sensor. Ordered and installed new sensor problem was resolved.
- Found a coolant leak on bypass pump at Walker Lane Station, repaired and replaced lost coolant.
- Found Pump one breaker tripping after heavy rain that causes long pump cycles. We switched breaker for pump one and pump two to determine if problem is with the breaker or the pump. Next heavy rain will indicate necessary repairs.
- Trimmed trees and brush at Providence Crossing, Valley Forge and Trooper Rd Stations.
- Found faulty breaker in panel at office due to water following main electric supply line into breaker panel. We repaired leak and replaced faulty breaker.
- Cleared clogged sewer line at office and added a new cleanout.
- Raised with brick and mortar Mh171 on Wren.
- Collected all damaged castings from paving projects and transported to the scrap yard.
- Video and clean sewer main on Water Fall Circle MhRM4 to MHRM3 in response to customer complaint.
- Plunge and clear lateral at 304 Lauman Ave.
- Plunge and Clear Lateral at 2012 Waterfall Circle
- Inspect sewer lateral repair at 242 Tomstock Road
- Inspected new sewer connection lot #3 at Landis Mill Estates.

**DEPARTMENT INFORMATION:**

	Maintenance	Administration
Regular hours worked	432	296
PTO hours	72	40
Holiday hours	24	16
Overtime	17	n/a
Part-time hours		116
Special Projects hours		59.5
Job related injury hours	0	0