

REGULAR MEETING

**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF SEPTEMBER 10, 2018**

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, September 10, 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. Robert Tschoepe, Secretary

Absent were Authority Members:

Mr. William Stanczak, Treasurer
Mr. Doug Hager, Asst. Treasurer

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
Mr. Jason Sorgini, Liaison

Present was a member of the public on the Agenda:

Mr. Tony D'Orsogna

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 and operational issues.

PUBLIC COMMENTS

The Chairman asked for a motion to deviate from the Agenda for New Business. Upon motion of Mr. Rose, seconded by Mr. Tschoepe and unanimously carried, the Board deviated from the Agenda for New Business.

Audubon Square Shopping Center EDU Overuse

Mr. Tony D'Orsogna of Audubon Land Development stated to the Board that he is aware of the sewer capacity issues. They are working to find leaks and he would like an extension to see if the new meters installed make a difference.

The Board asked if given the extension and the reads do not reduce Audubon Land Development flows into the Sanitary Sewer System, would Audubon Land Development agree to purchase the additional EDU permits required immediately. Mr. D'Orsogna responded yes.

After discussion, a motion was made by Mr. Tschoepe, seconded by Mr. Rose and unanimously carried, the Board granted Audubon Land Development the extension of three months with the agreement that if the extension did not reduce their water flows into the sanitary sewer that they would purchase the necessary EDU permits immediately

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

MINUTES

The minutes of the August 13, 2018 meeting were presented. Upon motion of Mr. Tschoepe, seconded by Mr. Rose and unanimously carried, the reading of the minutes was waived and approved.

TREASURER'S REPORT

Mr. Tschoepe 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. Tschoepe seconded by Mr. Rose 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. Tschoepe presented the July Statements of Operation to the Board for approval.

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

ENGINEER'S REPORT - EXHIBIT "E"

There were no questions on the Engineer's Report.

Sanitary Sewer Replacement

Mr. Woyden stated that the Sanitary Sewer Replacement Project is progressing and substantial leaks have been found and has requested a motion for payment estimate #1.

A motion was made by Mr. Rose, seconded by Mr. Tschoepe and unanimously carried, to authorize the Chairman to sign Payment Estimate #1 for the Sanitary Sewer Replacement Project with JOAO Bradley construction Company in the amount of \$449,344.29.

SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT "F"

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.

ATTORNEY'S REPORT

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

NEW BUSINESS

MMO Obligation

Mr. Rose, Chief Administrative Officer of the Authority's Municipal Pension Plan, stated that he informed the Board by memo of the 2019 Minimum Municipal Obligation for the Lower Providence Township Sewer Authority Pension Plan. The calculation of the 2019 plan cost was estimated at \$49,632.

The plan obligation will be due to the Pennsylvania Municipal Retirement System upon receipt of invoice from them.

Upon motion of Mr. Rose, seconded by Mr. Tschoepe and unanimously carried, the Board approved the Minimum Municipal Obligation in the amount of \$49,632 for the upcoming year 2019.

EXECUTIVE SESSION

The Chairman called for an Executive Session to discuss legal issues.

Upon motion of Mr. Rose, seconded by Mr. Tschoepe and unanimously carried, the Board went into Executive Session at 6:43 PM.

Upon motion of Mr. Rose, seconded by Mr. Tschoepe and unanimously carried, the Board came out of Executive Session at 6:58 PM.

Special Counsel

A motion was made by the Chairman, seconded by Mr. Tschoepe and unanimously carried, the Board authorized the Authority Solicitor to hire Special Counsel to help address the situation with PACT One, LLC with the proposed initial amount not to exceed \$8,000 (40 hours at \$200.00 per hour). This can be extended at the Board's discretion.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:03 PM by motion of Mr. Rose, seconded by Mr. Tschoepe and unanimously carried.


Secretary

BILLS PAID FROM REV. & ADMIN.		SEPTEMBER 10, 2018 BOARD MEETING	
ADVANCE AUTO PARTS	TRUCK & EQUIPMENT MAINT: OIL, GASKET		32.77
AMERICAN WATER	COMPUTER BILLING: MONTHLY METER READINGS. WATER ON/OFF FEE		45.76
AMS	COMPUTER BILLING/POSTAGE: MONTHLY MAINTENANCE		254.00
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
AUDUBON WATER COMPANY	COMPUTER BILLING: WATER OFF ADMIN FEES		150.00
BUTERA, BEAUSANG, COHEN & BRENNAN	LAWYER FEES / SPECIAL PROJECTS: MONTH OF AUGUST		5892.97
CARROLL'S OFFICE SUPPLY	OPERATING EXPENSES: TRASH BAGS, COPY PAPER, MONITOR RISER		84.33
CDI LAWN EQUIPMENT	TRUCK & EQUIPMENT MAINT: OIL, PART FOR WEED EATER		17.48
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING		280.00
COMPLETE DOCUMENT SOLUTIONS	ADMINISTRATION: COPIES FOR JULY		47.48
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		274.00
DECKMAN ELECTRIC	PUMP STATION MAINT: RELAY FOR CROSS KEYS PUMP STATION		58.73
EASTERN ALLIANCE INSURANCE GROUP	GENERAL INSURANCE: BALANCE FROM WORKERS COMP AUDIT		1214.00
GANNETT FLEMING, INC.	ENGINEERING FEES / REF FEES: JUNE 30, 2018 TO AUGUST 3, 2018		12938.10
HADLEY, BLAYNE	HOSPITALIZATION: REIMBURSEMENT OF COPAY		25.00
HADLEY, KEITH	HOSPITALIZATION: REIMBURSEMENT OF COPAY		90.99
HOME DEPOT	BUILDING OPERATION & MAINT, PUMP STATION MAINT, OPERATING EXPENSES,		822.39
JP MASCARO & SONS	OPERATING EXPENSES: TRASH REMOVAL		70.00
LPVRS	TREATMENT CHARGES		162903.00
MCGOVERN ENVIRONMENTAL	EMERGENCY SERVICE: EMPTY TROOPER ROAD PUMP STATION (FORCE MAIN BREAK)		3,210.00
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		97.10
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		178.45
PECO	GAS & ELECTRIC		4,616.15
PRIMEPAY	ADMINISTRATION: PAYROLL PROCESSING		293.35
RCL SUPPLY	PUMP STATION MAINT: LIGHTS FOR AUDUBON SQUARE, PROVIDENCE CROSSING		166.00
REYNOLDS, PITTNER & ASSOCIATES	ACCOUNTING: STATEMENT OF OPERATION JULY / AUGUST		600.00
RICHTER OFFICE SUPPLY COMPANY, INC.	ADMINISTRATION: DOCUMENT DESTRUCTION		65.00
RUBENDALL AUTO REPAIR	TRUCK & EQUIPMENT MAINT: INSPECTION, TIRE ROD FOR 03 GMC		163.81
UNIFIRST	HEALTH & SAFETY: UNIFORM CLEANING		506.10
UNITED CONCORDIA	INSURANCE: DENTAL PREMIUM		542.86
VALLEY FORGE SECURITY CENTER	BUILDING OPERATION & MAINT: BACKUP BATTERY, REPROGRAMMED ALARM PANEL		84.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		857.58
VERIZON	TELEPHONE: OFFICE FIOS		211.80
VERIZON	TELEPHONE: OFFICE INTERNET		77.87
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		338.74
WELLS FARGO	DEBT SERVICE: INTEREST	[AUTO DEBIT]	3649.53
WEX BANK	TRUCK & EQUIPMENT MAINT: FUEL FOR VEHICLES & EQUIPMENT		1,455.28
LPTSA	PAYROLL	[TRANSFERRED]	40,000.00
UNITED HEALTHCARE	HOSPITALIZATION: OCTOBER PREMIUM		6535.70
		TOTAL	248915.38
BILLS PAID FROM CAPITAL IMPROVEMENT			
CONTINENTAL CONCRETE	MANHILE COVERS EAGLEVILLE ROAD		5200.00
GANNETT FLEMING	ENGINEERING FEES: JUNE 30, 2018 TO AUGUST 3, 2018		36771.01
JOAO BRADLEY	REPLACEMENT OF OLD SYSTEM: PAYMENT #1		449344.29
LOWER PROVIDENCE TOWNSHIP	PAVING: FROM 2017-2018 PROJECT		260804.20
		TOTAL	752119.50

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
September 10, 2018

<u>Job No.</u>	<u>Description</u>	<u>Services Performed</u>
52361.134	2017 Replacement of Sanitary Sewer	- Correspondence dated August 29, 2018 received from PACT ONE, LLC not accepting final certificate and final estimate.
52361.140	2018 Sewer Replacement Project	- Construction of sewer replacement on Park Ave. complete. Final paving subject to PENNDOT 30 day waiting period. - Estimate No. 1 in the amount of \$449,344.29 submitted for Authority approval at the September meeting.
52361.218	Courts at Brynwood	- Phase I construction services completed in August.
52361.220	Providence Place	- Construction observation services have completed.
52361.223	35 Evansburg Road	- Attended pre-construction job conference on August 27, 2018. - Reviewed and transmitted shop drawings to contractor on August 30, 2018. - Received additional shop drawings September 5, 2018.
52361.224	LIDL	- Transmitted escrow review letter to Tim Woodrow on August 9, 2018. - Transmitted plan review letter on August 9, 2018. - Discussions with Design Engineer on August 20, 2018 for solution to eliminate shallow drop manhole.
52361.235	319 Level Road	- Transmitted plan review comments on August 10, 2018 and visited site on August 14, 2018.
52361.236	Dunkin Donuts	- Transmitted plan review letter to Design Engineer on September 4, 2018.

SYSTEM SUPERINTENDENT'S REPORT

SEPTEMBER 2018

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

SEWER AUTHORITY PROJECTS

The North Park Ave portion of the sewer replacement project is completed and all the laterals have been replaced and they are off N Park Ave. During one of the weekends while the Contractor was still working on North Park Ave. we had flash flooding that washed the blacktop and stone out of a new section of the sewer trench due to a section of storm pipe that was rotted out on the bottom. Joao & Bradley had to repair the storm pipe so it wouldn't happen again. The Paving of this section of road wasn't done yet due to PennDot requiring a 30 day waiting period. Joao & Bradley's crew is now on Village Green Lane moving right along. Still finding a good bit of ground water in the old sewer trenches and its running through the old storm sewer pipes that have the bottom rotted out and its flowing into our old sewer main joints. Should make a major difference in flows to the Providence Crossing Pump Station.

Allen Meyers got the paving contract with PennDot to do the blacktop work on Eagleville Road and raise the sewer manholes under the master casting agreement with us. There's a total of 35 manholes to be raised and we are replacing the castings and lids at this point because they are all wore out and rattling and a safety hazard mostly due to the high truck traffic on Eagleville Road.

PennDot also sent a road paving list for 2019 to us and on the list is Trooper Road from Audubon Road to Ridge Pike and Ridge Pike from Trooper Road to N Park Ave and North Park Ave from Ridge to Germantown. A total of 51 manholes will be involved. 38 Old manholes and 13 new ones in the sewer replacement project area. The 38 old manholes will have to be raised and should have new castings and lids installed to replace the old wore out ones due to the high truck traffic also on Trooper Road. We will be scheduling this project to be acoustical sounding the sewer main in this project area.

We pulled a pump out of Audubon Square Pump Station and dropped it off to Deckman Electric for repairs and got a quote of \$6,700.00 to repair it and \$16,000.00 to replace it. This pump is the spare pump for two stations Audubon Square and Grange Ave.

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.*

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 181 locations (PA One Calls).
- Install Refurbished Muffin Monster at Cross Keys station and add additional wiring to allow the unit to reverse in the event of a jam.
- Clear both pumps at Cross Keys station and replace faulty flange gasket on pump two.
- Pull Pump two at Providence Crossing and replace badly worn bolts that attach volute to pump with new.
- Pull pump one at Providence Crossing and replace faulty flange gasket.
- Replace insulation and heat tape on bypass pump at Trooper Station.
- Reprogram fault Caller at Cross Keys Station. Programming was corrupted most likely due to power surge.
- Replace faulty transducer at Old Baptist Station.
- Respond to call pump two at Audubon Square tripping overload. Investigation revealed the pump to be excessively vibrating. Pump was removed and sent out for repair most likely a bad bearing.
- Power wash and paint concrete surfaces at Washington, Moyer, Audubon Sq and Evansburg Stations.
- Build Shelving unit to organize and store manhole riser rings.
- Replace leaking toilet flange seal at office.
- Posted water shutoff notices.
- Collect, load and transport scrap metal to scrap yard.
- Had Unit three in for inspection and emissions.
- Prepare for and manage collection system during flood conditions.
- Inspect new sewer Connection at 3 Kenny Lane.
- Inspect new sewer connection at 905 South Park Ave.
- Inspect new sewer connection at 7 Lucia Lane Landis Mill Estates.
- Inspect sewer connection of home addition at 31 Stoneham Rd.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	484	336
PTO hours	68	32
Holiday hours		
Overtime		n/a
Part-time hours		73
Special Projects hours		69.25
Job related injury hours	0	0