

**REGULAR MEETING**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**MINUTES OF JUNE 12, 2023**

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, June 12, 2023, 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. Eric Frey, Solicitor; Mr. Ed Woyden, Engineer

Visitor not on Agenda: Ms. Leah Baird

**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.

**MINUTES**

The minutes of the May 8, 2023, meeting was presented. Upon motion of Mr. Tschoepe, seconded by Mr. McDonough and carried; the reading of the minutes was waived and approved. Mr. Walker 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 and Capital Improvement accounts.

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

**BUDGET**

Dr. Sorgini reviewed with the Board the final draft of the Revenue & Administration, Capital Improvement and Capital Reserve Budgets for Fiscal Year July 1, 2023 to June 30, 2024.

Upon motion of Dr. Sorgini, seconded by Mr. McDonough and unanimously carried; the Board adopted the Budgets for Revenue & Administration hereto marked as Exhibit "B", Capital Improvement hereto marked as Exhibit "C" and Capital Reserve hereto marked as Exhibit "D" for Fiscal Year July 1, 2023 to June 30, 2024.

**PERSONNEL & PENSION**

Employee Increases

Mr. Tschoepe stated to the Board that the employees are due to receive salary increases effective July 1, 2023.

After discussion, a motion was made by Mr. Tschoepe, seconded by Dr. Sorgini and unanimously carried; that all employees would receive a five percent increase effective July 1, 2023 and Michael Hagenbuch would receive an additional \$3.12.

### **EQUIPMENT & BUIDLING**

Mr. McDonough stated to the Board that the Muffin Monster at Mile Hill Station needs to be replaced. Due to availability and pricing increases over the years, Mr. Rubendall is going to try to have the maintenance crew retrofit it with another manufacturer.

The section of twenty-inch pipe at Eagleville Run has been cleaned and the rocks and debris removed by Sewer Specialties. After the rocks, stone and debris were removed our maintenance crew was able to go in with the Authority's camera and video the line and found no damage to the pipe.

### **CAPITAL PROJECTS**

#### **2021 Sanitary Sewer Line Replacement**

Mr. Rose stated to the Board that the project is complete. Anrich's response is required to close out.

#### **2022 Sanitary Sewer Line Replacement**

Mr. Rose stated to the Board that Doli has completed the project and the final punch list items are being corrected.

Gannett Fleming is reviewing a final change order request from the contractor.

The Final Completion is scheduled for June 30, 2023. It is the intent to present final paperwork at the July Authority meeting.

Estimate number four in the amount of \$152,973.75 was presented for payment and will need approval for the Chairman to sign.

#### **2023 Sanitary Sewer Line Replacement**

Design has been completed. Waiting on storm sewer design from the Township to incorporate into the Contract Documents.

After discussion, the Board directed the Engineer to wait one month for the design, then advertise.

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

There were no questions on the Engineer's Report.

#### **2022 Sanitary Sewer Line Replacement**

The Engineer requested a motion for payment of Estimate number four.

A motion was made by Mr. Rose, seconded by Dr. Sorgini and unanimously carried; to authorize the Chairman to sign Payment Estimate number four for the 2022 Sanitary Sewer Replacement Project with Doli Construction Corporation in the amount of 152,973.75.

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

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

#### **Fox Road Pump Station Fence**

Mr. Rubendall stated to the Board that the fence at the Fox Road Pump Station needs to be replaced and he is in the process of getting quotes.

### **ATTORNEY REPORT**

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

### **OLD BUSINESS**

#### **Collection Update for Delinquent Accounts**

Mr. Frey reported to the Board that 2949 Eagleville Road is ready to go Collection in County Court and needs a motion from the Board to proceed.

Upon motion of Mr. Rose, seconded by Mr. McDonough and unanimously carried; the Board approved the filing of Collections in County Court for 2949 Eagleville Road.

Ordinance for Sewer Lateral Inspection Prior to Sale of Property

Mr. Frey reported to the Board that the Township Solicitor will be reviewing Ordinance with Township staff and does not have any additional update.

**NEW BUSINESS**

Health Reimbursement Form Approval

Mr. Tschoepe presented to the Board the Health Reimbursement Form to be submitted with all co-pay requests.

Upon motion of Mr. McDonough, seconded by Dr. Sorgini and unanimously carried; the Board approved the Health Reimbursement Form.

Leaking Laterals

The Chairman stated to moved this under Old Business.

Courts at Brynwood - Deed of Dedication

Mr. Rubendall stated to the Board that Stoneridge Acquisitions, LP, the developer of Courts at Brynwood, has requested that the Authority accept dedication of the sewer lines. All sewer lines have been inspected by the Authority's inspector.

Upon motion of Mr. Rose, seconded by Dr. Sorgini and unanimously carried; the Board accepted dedication of the sewer lines at Courts at Brynwood development contingent upon them paying any final invoices.

2020 Loan Arbitrage

A motion was made by Mr. Walker, seconded by Mr. Rose and unanimously carried; the Board approved to retain Calhoun Baker to invest Capital funds in tax exempt investments.

Lansdale Sewer Rate Hike

Mr. McDonough distributed to the Board a copy of an article regarding a sewer rate hike for Lansdale residents as the they want to reinvest in their own infrastructure and keep it up to date so that it keeps somebody from coming in to making an offer to buy them.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 5:40 PM by motion of Mr. Rose seconded by Mr. Tschoepe and unanimously carried.

  
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Mr. Robert Tschoepe, Secretary

BILLS PAID FROM REVENUE & ADMIN		MAY 8, 2023 BOARD MEETING	
AMERICAN WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		36.35
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE		296.58
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
AUDUBON WATER COMPANY	COMPUTER BILLING: WATER OFF ADMINISTRATIVE FEE, TURN OFF, ON FEE		350.00
BERGANDINO, CHRISTOPHER	HOSPITALIZATION: REIMBURSEMENT OF COPAY		70.00
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING MAY		280.00
CONNOLLY, LORI	HOSPITALIZATION: REIMBURSEMENT OF COPAY		447.40
DECKMAN MOTOR & PUMP INC	PUMP STATION MAINT: TEARDOWN/INSPECT MILE HILL MUFFIN MONSTER		120.00
DISCHEL BARTLE & DOOLEY	LEGAL FEES, REF, SPECIAL PROJECTS: MONTH OF APRIL, MAY		8860.42
GANNETT FLEMING, INC	ENGINEERING FEES, REF: APRIL 1, 2023 - MAY 5, 2023		2150.50
GRAINGER	TRUCK & EQUIPMENT: SHOVEL		37.81
HAYES INDUSTRIES	TRUCK & EQUIPMENT: STEEL BEAM TO INSTALL CRANE SYSTEM & SHOP		1229.32
HOME DEPOT	COLLECTION SYSTEM MAINT, PUMP STATION MAINT, GARAGE, OPERATING EXPENSES		406.99
HOMER GROUP	ADMINISTRATION: RETURN LABELS		149.50
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		100.58
LPTSA	PETTY CASH		276.07
LPTSA	TO REPLENISH RETURN FUNDS FROM PAYMENTUS DRAFTED FROM OLD ACCOUNT		3,089.67
LPVRS	TREATMENT CHARGES		220507.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE MAY		50.00
MJ CONTRACTOR	EMERGENCY REPAIR: WATER LEAKING INTO SEWER CONNECTION, SEWER LINE COLLAPSE		16,179.00
NAPA AUTO PARTS	TRUCK & EQUIPMENT: OIL & FILTER, DOOR HANDLE REPLACEMENT, CHAIN SAW SUPPLIES		303.62
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		101.67
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		0.00
PAYARGO	COMPUTER BILLING: ACH TRANSACTIONS 12/01/2022 THROUGH 5/31/2023		756.18
PECO	GAS \$112.43 & ELECTRIC \$4588.87		4701.30
RICHTER OFFICE SUPPLY COMPANY, INC.	OFFICE SUPPLIES: WATER, COPY PAPER, TRASH BAGS, MISC. SUPPLIES		213.01
RIN RESTAURANTS, LLC	RETURN OF BALANCE FROM PROFESSIONAL SERVICES AGREEMENT ESCROW		705.57
SEWER SPECIALTY SERVICES, COMPANY	COLLECTION SYSTEM MAINT: REMOVAL OF ROCKS FROM HOY PARK		7600.00
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER COOLER RENTAL, WATER		67.50
STAGLIANO HEATING & AIR CONDITIOG, I	BUILDING OPERATION & MAINT: REPAIR OFFICE AC UNIT		691.00
STRATIX SYSTEMS	ADMINISTRATION: CONTRACT BASE RATE 05/17/2023 - 08/16/2023		301.54
UNIFIRST	HEALTH & SAFETY: UNIFORM RENTAL & CLEANING		272.48
UNITED HEALTHCARE	HOSPITALIZATION: PREMIUM		8999.10
USPS	POSTAGE		630.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		869.38
VERIZON	TELEPHONE: OFFICE FIOS		219.81
VERIZON	TELEPHONE: OFFICE INTERNET		109.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		261.20
SUNOCO WEX	TRUCK & EQUIPMENT: FUEL FOR VEHICLES & EQUIPMENT		638.43
CHARLES SCHWAB TRUST BANK	PENSION: MINIMUM MUNICIPAL OBLIGATION		73173.00
PREMIER PAYROLL	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	148.00
STRATIX LEASING	COPIER LEASE	[AUTO DEBIT]	290.00
SUN LIFE	INSURANCE: PREMIUM LIFE, AD&D, LTD, STD, DENTAL, VISION	[AUTO DEBIT]	2872.95
WELLS FARGO	DEBT SERVICE: INTEREST	[AUTO DEBIT]	10711.52
LPTSA CREDIT CARD	OPERATING EXPENSE	[TRANSFERRED]	62.00
LPTSA	PAYROLL	[TRANSFERRED]	60,000.00
		<b>TOTAL</b>	<b>429400.51</b>

#### BILLS PAID FROM CAPITAL IMPROVEMENT

DOLI CONSTRUCTION CORPORATION	PAYMENT ESTIMATE NUMBER FOUR		152,973.75
GANNETT FLEMING	ENGINEERING FEES: APRIL 1, 2023 - MAY 5, 2023		58225.69

**TOTAL 211199.44**

**LOWER POVIDENCE TOWNSHP SEWER AUTHORITY**  
**REVENUE & ADMINISTRATION BUDGET**

<b>REVENUE</b>	<b>2023/2024</b>
RESIDENTIAL	\$ 3,644,532
COMMERCIAL	\$ 860,012
PENALTIES AND ADJUSTMENTS	\$ 50,000
<b>SEWER RENTAL BILLED</b>	<b>\$ 4,554,544</b>
INCREASE / (DECREASE) IN SEWER RENTAL ACCOUNTS RECEIVABLE	\$ (15,000)
<b>SEWER REVENUE COLLECTED</b>	<b>\$ 4,539,544</b>
SERVICE FEE	\$ 8,000
INTEREST INCOME	\$ -
MISC. REVENUE	\$ -
<b>REVENUE COLLECTED</b>	<b>\$ 4,548,044</b>
<b>DISBURSEMENTS (OPERATING EXPENSES)</b>	
TREATMENT (LPVRS)	\$ 2,652,204
WAGES	\$ 531,699
WATER	\$ 1,200
POWER / HEAT	\$ 58,000
MAINTENANCE PUMP STATION	\$ 50,000
MAINTENANCE TRUCK & EQUIPMENT / BUILDING	\$ 25,000
MAINTENANCE COLLECTION SYSTEM	\$ 100,000
TRAINING	\$ 4,000
HEALTH & SAFETY	\$ 5,500
OPERATING EXPENSES / SUPPLIES	\$ 17,000
EMERGENCY	\$ 30,000
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 3,474,603</b>
<b>DISBURSEMENTS (ADMINISTRATIVE EXPENSES)</b>	
OFFICE EQUIPMENT REPLACEMENT AND OPERATION & MAINTENANCE SERVICES	\$ 5,000
SEWER BILLING SERVICES (COMPUTER BILLING)	\$ 17,000
BUILDING MAINTENANCE	\$ 12,000
OFFICE SUPPLIES / EXPENSES	\$ 11,000
TELEPHONE	\$ 18,000
AUDIT	\$ 11,110
ENGINEERING	\$ 25,000
LEGAL FEES	\$ 25,000
PROFESSIONAL SERVICES / SPECIAL PROJECTS	\$ 35,000
HEALTH & LIFE INSURANCE	\$ 140,000
INSURANCE GENERAL	\$ 50,000
PAYROLL TAXES	\$ 48,800
MISCELLANEOUS	\$ 1,500
PENSION	\$ 87,138
POSTAGE	\$ 15,000
PRINCIPAL ON DEBT	\$ 305,000
INTEREST ON DEBT	\$ 128,206
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>\$ 934,754</b>
<b>TOTAL OPERATING REVENUE COLLECTED</b>	<b>\$ 4,548,044</b>
<b>TOTAL OPERATING AND ADMINISTRATIVE EXPENSES PAID</b>	<b>\$ 4,409,357</b>
EXCESS REVENUES COLLECTED OVER (UNDER) EXPENSES PAID	\$ 138,687
TRANSFER TO CAPITAL IMPROVEMENT	\$ 138,687
<b>ENDING BALANCE</b>	<b>\$ -</b>

**LOWER POVIDENCE TOWNSHP SEWER AUTHORITY**  
**CAPITAL IMPROVEMENT BUDGET**  
**FIVE YEAR PLAN**

	<b>YR 1</b> 2023/2024	<b>YR 2</b> 2024/2025	<b>YR 3</b> 2025/2026	<b>YR 4</b> 2026/2027	<b>YR 5</b> 2027/2028
BEGINNING BALANCE	4,335,883	776,291	860,291	698,791	832,791
FUNDS FROM FEMA	67,183				
TRANSFER FROM REVENUE/ADMIN	164,000	164,000	164,000	164,000	164,000
INTEREST INCOME				-	-
<b>TOTAL FUNDS AVAILABLE</b>	<b>4,543,891</b>	<b>940,291</b>	<b>1,024,291</b>	<b>862,791</b>	<b>996,791</b>
<b>EXPENDITURES</b>					
<b>I/I REDUCTION</b>					
MANHOLE REHAB & GRADE ADJUSTMENT					
SEWER LINE REPAIR/REPLACEMENT	3,610,790				
<b>PUMP STATION REHAB / REPAIR</b>					
STRUCTURE & PROPERTY					
PUMPS & EQUIPMENT					
<b>EQUIPMENT REPLACEMENT</b>					
NEW VEHICLE		50,000			
PAVING	108,810		295,500		
<b>CONSTRUCTION - UNSEWERED AREAS</b>					
SEWER LINE CONSTRUCTION					
<b>MISCELLANEOUS</b>					
MOODY'S RATING FOR 2020 NOTE	18,000				
EMERGENCY REPAIRS	30,000	30,000	30,000	30,000	30,000
<b>TOTAL EXPENDITURES</b>	<b>3,767,600</b>	<b>80,000</b>	<b>325,500</b>	<b>30,000</b>	<b>30,000</b>
<b>ENDING BALANCE</b>	<b>776,291</b>	<b>860,291</b>	<b>698,791</b>	<b>832,791</b>	<b>966,791</b>

APPROVED 06/12/2023

**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**CAPITAL RESERVE BUDGET**  
**FIVE YEAR PLAN**

	<b>YR 1</b> 2022/2023	<b>YR 2</b> 2023/2024	<b>YR 3</b> 2024/2025	<b>YR 4</b> 2025/2026	<b>YR 5</b> 2026/2027
BEGINNING BALANCE	<b>1,166,087</b>	<b>1,166,087</b>	<b>1,166,087</b>	<b>1,166,087</b>	<b>1,166,087</b>
INTEREST INCOME					
<b>CONNECTION FEES</b>					
EXISTING SYSTEM	-	-	-	-	-
PROPOSED SYSTEM	-	-	-	-	-
DEVELOPERS	-	-	-	-	-
OTHER RECEIPTS					
<b>TOTAL CONNECTION FEES (PERMITS, SALE OF EDUS)</b>	-	-	-	-	-
<b>CAPITAL RESERVE ENDING BALANCE</b>	<b>1,166,087</b>	<b>1,166,087</b>	<b>1,166,087</b>	<b>1,166,087</b>	<b>1,166,087</b>

APPROVED 06/12/2023

**GANNETT FLEMING'S REPORT**  
**for the**  
**LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY**  
**June 12, 2023**

66692.105	CAP/CMP	-	Correspondence with PADEP on CMP issues for Walker Lane PS area
66692.110	2021 Capital Project	-	No contact from Anrich to report.
66692.119	2022 Capital Project	-	Performed construction observation work.
		-	Estimate #4 in the amount of \$152,973.75 to be presented at the June 12, 2023 meeting.
66692.123	Ridge and Germantown Pike Project	-	Following up with designers on future sewer needs
66692.124	2023 Capital Project	-	Working with Township Engineer to incorporate storm sewer replacements into project.



## SYSTEM SUPERINTENDENT'S REPORT

JUNE 2023

FOR WORK DONE MAY 1, 2023 – MAY 31, 2023

### SEWER AUTHORITY PROJECTS:

**NEW ITEM-MILE HILL PUMP STATION:** We need to replace the Muffin Monster at Mile Hill Station. Due to availability and pricing increases over the years we are going to try to retrofit it with another manufacturer.

**NEW ITEM - TRAINING:** Chris and Mike are signed up to take a class entitled the ABC's of Identifying and Eliminating Inflow and Infiltration this month. We are actively looking to get Chris confined space training.

**NEW ITEM - FOX RD STATION:** I contacted the property owner around Fox Road Station about the enclosure that they installed around the wet well and control panel that is falling apart. They have no problem with us removing the debris and putting a fence around the station. They did request that we put a white PVC style fence up instead of a chain link fence.

**UPDATE - EAGLEVILLE RUN, NOT MINE RUN (as listed on last report):** Sewer Specialties came in for two days and cleaned and removed the rocks and debris from the 20" Eagleville Run that our sewer cleaner couldn't handle in the Hoy Park area. After all rocks, stones and debris was removed our guys came in with our camera and videoed the main from where DEPs (MOYERS DUMP) ties into the it all the way to the siphon in Hoy Park and we see no damage to the pipe.

**UPDATE - MANHOLE AT REGENCY AND MIDLAND:** We finally found a contractor (MJ CONTRACTORS) to do the repair/replacement of the 20' of crushed 8" main that ties into the MH#ST7. They replaced the lateral that ties into the same MH for house#128 Regency that was leaking in ground water 24/7.

**UPDATE - PAVING OF GERMANTOWN PIKE:** We have an agreement with the Contractor that does the MH raising for the County for their paving projects to raise the six manholes in Germantown Pike.

**UPDATE - 2022/2023 SEWER REPLACEMENT PROJECT:** Doli has completed all the work for this project. We will be putting together a punch list of all final items to be completed.

**UPDATE - SECOND STREET BASEMENT WITH WATER ISSUES:** A new sketch of a drainpipe was prepared using the driveway of 2976 instead of 2980. We have not yet presented the sketch and the waiver to the property owner for their signature allowing us on the property to install the pipe.

**NO UPDATE - 2021 SEWER REPLACEMENT PROJECT:** Anrich has completed the contracted work for the project. They have a small list of lateral ditches that need topsoil added due to settlement. The work was scheduled to be done on November 11, 2022. All streets have been paved in the project areas. We are waiting for the final payment amount and list of all the extra work done for our review and approval.

**NO UPDATE - DISLODGED MANHOLES AND DAMAGE FROM HURRICANE IDA:** FEMA contacted us on May 5, 2023 asking us to explain in more detail two minor pieces of information to process our claim.

**MAINTENANCE DEPARTMENT:**

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

- Responded to 197 locations (PA One Calls).
- Had Audubon Square's wet well vacuumed out.
- Tested all generators that do not test automatically and found Evansburg and Grange Ave were not transferring to emergency power. After a lengthy investigation we found Grange Ave was a mechanical actuator that had come loose, we refastened the actuator and the issue was resolved. Smith Rd's problem was caused by a faulty pre-engine temperature sensor, the new part is on order.
- Called all automated fault callers to confirm proper operation.
- Replaced battery in Evansburg Road fault caller.
- Raised MH45 on West Mount Kirk Ave using mortar and concrete riser rings.
- Removed tree in creek bed off of Jode Road that had potential to damage our sewer crossing.
- Installed a steel beam and post with hoist in Garage to allow safer and easier loading/unloading of the camera cube.
- Had unit 5 sewer cleaner inspected.
- Changed oil and filter on Unit 4.
- Replaced spark plugs, wires and one coil pack on unit 1.
- An observation made while doing PA One calls led us to clean and video the sewer main on Heatherwood Hills Road - about 1200'. The video revealed several defects that are sources of consistent infiltration. These were recorded for future consideration.
- Cleaned sewer main on Cardinal from MHA45 to A47 - about 600'. We observed a fair amount of grease buildup possibly from Chadwick's restaurant.
- Cleaned Thrush LN from MH A43 to A45 at the end of Cardinal Road - about 1500'.
- Cleaned Sewer main from Trooper Road station to MHT3 - about 200'.
- Cleaned and videoed Eagleville interceptor from ER2 to ER10 - about 2000'. While working to complete this task we discovered large amounts of rock from ER8 to ER10. We worked in house and with sewer specialties to remove all the rock.
- Had a steel weir type device fabricated and we installed it in MHer10 to stop any future rock from reaching siphon.
- Plunged and cleared lateral at 2839 Eagleville Road.
- Inspected sewer repairs at 3775 Stoughton Road, 424 Falcon Road and 509 Elizabeth Drive.
- Inspected new sewer lateral connections at Brimfield Circle lots 1, 6 and 8.

**DEPARTMENT INFORMATION:**

	Maintenance	Administration
Regular hours worked	428	470
PTO hours	72	36
Holiday hours	24	24
Overtime	16	n/a
Part-time hours		35
Injury related hours	0	0