

REGULAR MEETING
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF SEPTEMBER 11, 2023

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, September 11, 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 and Dr. Jason Sorgini, Treasurer; Mr. Frank McDonough, Assistant Treasurer

In addition, thereto, the following persons were present:

Mr. Alan Rubendall, System Superintendent; Mrs. Lori Connolly, Office Manager and Mr. Eric Frey, Solicitor

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 and personnel issues.

MINUTES

The minutes of the August 14, 2023, meeting was presented. Upon motion of Mr. Rose seconded by Mr. Tschoepe 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. McDonough and unanimously carried, the Board approved payment of bills from the Revenue & Administration, Capital Improvement and Capital Reserve accounts hereto marked as Exhibit 'A'.

Equipment & Building

2021 Sanitary Sewer Line Replacement

Mr. McDonough stated to the Board that the Sewer Cleaner needed repairs on the steering box and air conditioning unit. The repairs were done at GL Sayre's and the truck was picked up today.

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. The Attorney sent a letter to Anrich asking for a reply. The Attorney stated that Anrich responded that he will have the paperwork to us by September but has not responded.

2023 Sanitary Sewer Line Replacement

Mr. Rose stated to the Board that the pre-bid meeting was held Thursday, September 7, 2023. Bids will be opened on September 28, 2023.

EDU SALES

A motion was made by Dr. Sorgini, seconded by Mr. McDonough and unanimously carried, to approve three (3) EDUs for 705 South Trooper Road.

ENGINEER'S REPORT - EXHIBIT 'B'

There were no questions on the Engineer's Report.

SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT 'C'

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

Second Street Drainpipe

Mr. Rubendall reported to the Board that installation of the drainpipe has started and should take a few days to complete.

ATTORNEY REPORT

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

OLD BUSINESS

Ordinance for Sewer Lateral Inspection Prior to Sale of Property

Mr. Frey reported to the Board that the Township Solicitor moved the item off the Agenda to discuss at staff level first.

Energy Conservation Initiative

The Chairman state that the spreadsheet presented at the last meeting was great information to have. He would like a fuel spreadsheet to be done, but it is not a priority.

NEW BUSINESS

Charles Schwab Certificate of Deposit

A motion was made by Dr. Sorgini, seconded by Mr. McDonough and unanimously carried; the Board approved to maintain a ladder effect to reinvest funds in certificate of deposits.

Certificate of Deposit Purchase

A motion was made by Dr. Sorgini, seconded by Mr. Rose and unanimously carried; the Board approved the investment of two certificates of deposits at \$250,000 each.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:06PM by motion of Dr. Sorgini seconded by Mr. Rose and unanimously carried.



Mr. Alan Rubendall, Assistant Secretary

BILLS PAID FROM REVENUE & ADMIN		SEPTEMBER 11, 2023 BOARD MEETING	
AMERICAN WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		36.78
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		640.00
BROWN & BROWN OF THE LV	INSURANCE: PREMIUM CYBER SEPTEMBER 2023 / 2024		2925.50
CDI LAWN EQUIPMENT	TRUCK & EQUIPMENT MAINT: NEW WEED SPRAYER		94.99
CIPPOLLONI CONSTRUCTION	COLLECTION SYSTEM MAINT: RAISE NINE (9) MH ON GERMATOWN PIKE		12604.56
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING AUGUST		280.00
CUMMINS SALES & SERVICE	PUMP STATION MAINT: INDICATOR LIGHT BULBS GENERATORS		242.27
DISCHEL BARTLE & DOOLEY	LEGAL FEES, REF: MONTH OF JULY, AUGUST		5059.61
EAGLEVILLE FENCE	PUMP STATION MAINT: MILE HILL FENCE REPAIR DUE TO FALLEN TREE		72.15
GANNETT FLEMING, INC	ENGINEERING FEES, REF: JULY 1, 2023 - JULY 28 2023		2383.77
GRAINGER	COLLECTION SYSTEM MAINT: GREEN MARKING PAINT, FLAGS		100.21
HEALTHCARE	HOSPITALIZATION: REIMBURSEMENT OF COPAY		2555.83
HEALTHCARE	HOSPITALIZATION: REIMBURSEMENT OF COPAY		1449.60
HOME DEPOT	EQUIPMENT, OPERATING EXPENSES, PUMP STATION MAINT, COLLECTION SYSTEM MAINT		517.61
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		100.58
LITTLE'S	PUMP STATION MAINT: OIL PAN, GASKETS FOR WALKER LANE PS		97.83
LPVRS	TREATMENT CHARGES		220592.00
LPTSA	FOR TRUMARK CHECKING TO REPLENISH FUNDS USED FOR CC		5000.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE AUGUST		50.00
NAPA AUTO PARTS	PUMP STATION MAINT: OIL & FILTER, GENERATOR OIL CHANGE MULTIPLE STATIONS		791.12
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		88.67
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		199.44
PECO	GAS \$50.14 & ELECTRIC \$4300.43		4350.57
RATOSKEY & TRAINOR INC.	COLLECTION SYSTEM MAINT: SCREENED TOPSOIL ALEXANDRIA DRIVE		25.00
RICHTER OFFICE SUPPLY COMPANY, INC.	OFFICE SUPPLIES: DOCUMENT DESTRUCTION, SPEAKERS, WALL CLOCK, TRASH BAGS		157.76
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER		49.50
SIGMA CONTROLS	PUMP STATION MAINT: TRANSDUCER REPAIR FOR EVANSBURG PUMP STATION		491.03
STRATIX SYSTEMS	ADMINISTRATION: CONTRACT BASE RATE 08/17/2023 -11/16/2023		340.10
UNIFIRST	HEALTH & SAFETY: UNIFORM RENTAL & CLEANING		298.28
UNITED HEALTHCARE	HOSPITALIZATION: PREMIUM		7797.94
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		873.63
VERIZON	TELEPHONE: OFFICE FIOS		214.10
VERIZON	TELEPHONE: OFFICE INTERNET		109.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		261.20
SUNOCO WEX	TRUCK & EQUIPMENT: FUEL FOR VEHICLES & EQUIPMENT		568.31
PREMIER PAYROLL	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	145.00
STRATIX LEASING	COPIER LEASE	[AUTO DEBIT]	290.00
SUN LIFE	INSURANCE: PREMIUM LIFE, AD&D, LTD, STD, DENTAL, VISION	[AUTO DEBIT]	1402.89
WELLS FARGO	DEBT SERVICE: INTEREST	[AUTO DEBIT]	10711.52
LPTSA CREDIT CARD	EMERGENCY SERVICE FEE, GRASS SEED	[TRANSFERRED]	110.21
LPTSA PETTY CASH	POSTAGE	[TRANSFERRED]	233.72
LPTSA	PAYROLL	[TRANSFERRED]	40,000.00
		TOTAL	324673.92
BILLS PAID FROM CAPITAL IMPROVEMENT			
GANNETT FLEMING	ENGINEERING FEES: JULY 1, 2023 - JULY 28 2023		10275.29
TWENTYFIRST CENTURY MEDIA	ADVERTISEMENT OF 2023 CI PROJECT		521.12
		TOTAL	10796.41
BILLS PAID FROM CAPITAL RESERVE			
LPVRS	CAPACITY PERMITS		8895.00
		TOTAL	8895.00

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
September 11, 2023

66692.105	FEMA	-	Assisted Alan and Lori with FEMA responses to continued RFIs. Supplemental information provided August 30, 2023.
66692.124	2023 Capital Project	-	Project was advertised in the newspaper on August 19 th and in PennBid on August 22, 2023.
		-	Conducted Pre-Bid Meeting on September 7 th .
66692.216	Moscariello at Cross Keys	-	Performed inspection of sewer system prior to dedication.

SYSTEM SUPERINTENDENT'S REPORT

SEPTEMBER 2023

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

SEWER AUTHORITY PROJECTS:

NEW ITEM - 2023/2024 sewer replacement Prebid meeting was held on 9/7/2023.

NEW ITEM - A newer style cellular emergency caller was installed at Smith Road Pump Station to see how well they work and found that they do all they are advertised to do. The plan is to make sure they work well for us and continue to replace/update all 18 stations with these callers. The cost per unit is around the same as replacing the old style units.

NEW ITEM - We have been changing the oil and filters on all the stationery and towable generators and bypass pumps.

NEW ITEM - We cleaned 1'500 feet of sewer main and cleaned and videoed 1000 feet of sewer main this month.

UPDATE - SEWER CLEANER: After getting quotes to do repairs on the steering box and the air conditioning we took it to GL Sayre for them to do the repairs needed.

UPDATE - MILE HILL PUMP STATION: We ordered the new Muffin Monster, and we are waiting for delivery to install it at the station.

NO Update - FOX RD STATION: We have contacted Montco Fence Company to install the chain link fence at Fox Station. We are waiting for them to contact us with a schedule.

UPDATE - 2022/2023 DOLI SEWER REPLACEMENT PROJECT: We have gotten two phone calls from property owners in the project area about trench settlement and grass that didn't grow. We have put a call into a representative from Doli to have them return to do the repairs and we are waiting for them to respond.

UPDATE - SECOND STREET BASEMENT WITH WATER ISSUES: We have contracted James Kenny to install the drainage pipe on Second Street. They called in for the PA one markings and just got clearance to dig on Thursday last week and will be doing the job on Monday 9/11/2023.

UPDATE - 2021 SEWER REPLACEMENT PROJECT: Anrich has completed the contracted work for the project. 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. They have been in contact with Gannett Fleming for payment.

NO UPDATE - DISLODGED MANHOLES AND DAMAGE FROM HURRICANE IDA: FEMA sent us another email requesting more information on 7/27/2023 and most of it was questions for Gannett Fleming so we forwarded it to Ed and ask him to answer what questions they can and then we will follow up with the rest and return answers to FEMA.

MAINTENANCE DEPARTMENT:

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

- Responded to 171 locations (PA One Calls).
- Responded to High wet well alarm at Evansburg station. After a brief investigation we determined the transducer failed. The transducer was replaced, and the issue was resolved.
- Changed oil and filters on generators/ bypass pumps at Trooper Rd, Valley Forge, St Gabriels, Gertrude Avenue, Walker Lane, and Providence Crossing stations.
- Called all stations to confirm proper operation of automated fault callers. Smith Rd did not respond. After investigation we found the caller required replacement.
- Installed and programed a new cellular based fault caller at Smith Rd station.
- In order to resolve a resident's concern about standing ground water we installed 80 feet of French drain at Providence Crossing.
- Had McGovern vacuum out Providence Crossing station.
- Removed fallen trees at Mile Hill and Providence Crossing stations.
- Repaired fence damaged by fallen tree at Mile Hill station.
- Tested all Generators that don't test automatically including trailered units.
- Collected and delivered all scrap metal to recycling center.
- Cleaned roof gutters at shop and office.
- Investigated mysterious creek discharge to confirm it was not sewer related. It was determined to be related to the prisons storm retention basin.
- Cleaned sewer main on Rodgers MH T77-T78-T77-T80 and videoed T77-T2 to confirm removal of roots.
- Cleaned all sewer main on Orchard Rd about 1500'.
- Inspected sewer repair at 3913 Nancy Ln.
- Inspected new sewer connection at 316 Brimfield Dr.
- Posted 110 water shut off notices on customers doors.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	456	413
PTO hours	96	116
Holiday hours	0	0
Overtime	5.0	n/a
Part-time hours		33
Injury related hours	0	0