

REGULAR MEETING
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF NOVEMBER 13, 2023

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, November 13, 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; Ms. Lori Connolly, Office Manager; Mr. Eric Frey, Solicitor; Mr. Ed Woyden, Engineer and Ms. Theresa Funk, Engineer

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 October 9, 2023, meeting was presented. Upon motion of Mr. Rose seconded by Mr. McDonough and unanimously carried, the reading of the minutes was postponed until the next meeting.

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. Tschoepe 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

Mr. McDonough stated to the Board that while the sewer cleaner was having its State Inspection done, a crack was found in the steel bracket of the front hose spool. After getting the truck back, it was taken to Hayes Industries and had them weld a plate over the crack to repair it. At Crosskeys Station the 90-degree suction elbow was pulled out of the wet well due to a hole worn in it at the number two pump and sent it out for repairs to Hayes Industries. Three quotes were received to put a lift gate on one of the trucks.

EDU SALES

A motion was made by Mr. Tschoepe seconded by Mr. McDonough and unanimously carried to approve one (1) EDU for Delaware Properties II, LLC – 1433 Pawlings Road.

DEVELOPER AGREEMENT and/or PROFESSIONAL SERVICE AGREEMENT

A motion was made by Dr. Sorgini seconded by Mr. Rose and unanimously carried to approve the Professional Service Agreement for Encompass Health – 2660 Audubon Road.

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 the project is complete, however minor warranty items were completed by the contractor, Doli.

2023 Sanitary Sewer Line Replacement

Mr. Rose stated to the Board that the Notice of Intent to Award was sent to JOAO & Bradley October 19, 2023. Insurance coverage is currently under review by the Engineer.

ENGINEER'S REPORT - EXHIBIT 'B'

There were no questions on the Engineer's Report.

The Chairman welcomed Ms. Funk from Gannett Fleming.

SYSTEM SUPERINTENDENT'S REPORT - EXHIBIT 'C'

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

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 he is waiting to hear back from the Township Solicitor regarding the prior discussions with the staff in addition to getting a meeting date with the Township Solicitor and Manager.

NEW BUSINESS

Ratify Cabinet File Purchase

Upon motion of Mr. McDonough, seconded by Dr. Sorgini and unanimously carried, the Board approved the purchase of the fire safe file cabinet purchase.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:02 PM by motion of Mr. Rose seconded by Dr. Sorgini and unanimously carried.


Mr. Robert Tschoepe, Secretary

BILLS PAID FROM REVENUE & ADMIN		NOVEMBER 13, 2023 BOARD MEETING	
ADVANCED AUTO PARTS	TRUCK & EQUIPMENT MAINT: OIL & FILTER		45.18
AMERICAN WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		112.52
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE, CASS CERTIFICATION		451.58
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
BEE, BERGVALL & CO.	AUDIT: FINAL PROGRESS BILL		5,110.00
BICKLEMAN, JOSEPH	SEWER RENTAL: OVERPAYMENT SEWER RENTAL - PREVIOUS OWNER		93.00
CITY ELECTRIC SUPPLY	PUMP STATION MAINT: WALKER LANE PUMP STATION FAN TIMER REPLACEMENT		86.65
CLARK INDUSTRIAL SUPPLY	HEALTH & SAFETY, TRUCK & EQUIPMENT: DISPOSABLE GLOVES, POWER STEERING BLUID, FIX HOSE		102.66
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING SEPTEMBER		280.00
CUMMINS SALES & SERVICE	PUMP STATION MAINT: INDICATOR LIGHT BULBS GENERATORS		20.46
DECKMAN MOTOR & PUMP INC	PUMP STATION MAINT: REBUILD MUFFIN MONSTER FOR AUDUBON SQUARE PS		13540.00
DISCHEL BARTLE & DOOLEY	LEGAL FEES, REF: MONTH OF JULY		2893.12
EXETER SUPPLY COMPANY, INC	PUMP STATION MAINT: DISCHARGE VALVE FOR AUDUBON STATION		1037.13
GANNETT FLEMING, INC	ENGINEERING FEES, REF: AUGUST 26, 2023 - SEPTEMBER 29, 2023		4,159.50
GRAINGER	PUMP STATION MAINT, COLLECTION SYSTEM MAINTENANCE, TRUCK & EQUIPMENT		284.48
HAYES INDUSTRIES	PUMP STATION MAINT, COLLECTION SYSTEM MAINTENANCE		1789.33
HEALTHCARE	HOSPITALIZATION: REIMBURSEMENT OF COPAY		1640.59
HOME DEPOT	EQUIPMENT, OPERATING EXPENSES, BUILDING OPERATION & MAINT, PUMP STATION MAINT		638.27
JAMES KENNEY EXCAVATING & PAVING	EMERGENCY: EGYPT ROAD INSTALL RIP RAP AT MANHOLE TO ARMOUR EMBANKMENT		8100.00
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		100.58
JWC ENVIRONMENTAL	PUMP STATION MAINT: NEW MUFFIN MONSTER FOR MILE HILL PS		12,371.00
LPVRS	TREATMENT CHARGES		220,830.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE OCTOBER		50.00
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		88.97
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		188.00
PECO	GAS \$52.17 & ELECTRIC \$4153.93		4,206.10
RICHTER OFFICE SUPPLY COMPANY, INC.	OFFICE SUPPLIES: PAPER, WATER, PAPER TOWELS, PENS, ENVELOPES, CALENDARS		377.14
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER		41.25
STAGLIANO HEATING & AIR CONDITIOG, II	BUILDING OPERATION & MAINT: YEARLY CHECK FURNACE		225.00
TWENTYFIRST CENTURY MEDIA	OPERATING EXPENSES: ADVERTISEMENT OF BALANCE SHEET		276.62
UNIFIRST	HEALTH & SAFETY: UNIFORM RENTAL & CLEANING		306.88
UNITED HEALTHCARE	HOSPITALIZATION: PREMIUM		7,797.94
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		781.62
VERIZON	TELEPHONE: OFFICE FIOS		219.87
VERIZON	TELEPHONE: OFFICE INTERNET		119.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		261.85
WEX SUNOCO	TRUCK & EQUIPMENT: FUEL FOR VEHICLES & EQUIPMENT		1,058.76
WILSON OF WALLINGFORD, INC	OFFICE FUEL		4.01
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]	1,402.89
WELLS FARGO	DEBT SERVICE: INTEREST	[AUTO DEBIT]	10,711.52
LPTSA CREDIT CARD	EMERGENCY SERVICE FEE, ELECTRIC LETTER OPENER, JACK HAMMER CORD	[TRANSFERRED]	629.02
LPTSA	PETTY CASH	[BANK DEBIT]	294.23
LPTSA	PAYROLL	[TRANSFERRED]	50,000.00
TOTAL			353,226.78

BILLS PAID FROM CAPITAL IMPROVEMENT

GANNETT FLEMING	ENGINEERING FEES: AUGUST 26, 2023 - SEPTEMBER 29, 2023		20,895.23
TOTAL			20,895.23

BILLS PAID FROM CAPITAL RESERVE

LPVRS	CAPACITY PERMITS		2965.00
TOTAL			2965.00

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
November 13, 2023

- | | | |
|-----------|--------------------------|--|
| 66692.105 | CMP | <ul style="list-style-type: none">- Submitted revised CMP to the PADEP on November 2, 2023 at the direction of the Township.- Provided follow up information to the PADEP November 7, 3 2023. |
| 66692.122 | FEMA | <ul style="list-style-type: none">- Transmitted the DEP Stream Encroachment permit number to Alan and Lori for the Linnet Project as requested by FEMA.- Transmitted the description of 'flowable fill' and the name of the supplier the contractor used as requested by FEMA |
| 66692.124 | 2023 Capital Project | <ul style="list-style-type: none">- Transmitted NOIA to Joao & Bradley on October 19, 2023.- Review of insurance certificates and payment and performance bonds submitted. Transmitted review comments to Joao & Bradley on October 27, 2023.- Transmitted additional review comments to Joao & Bradley on October 30, 2023. |
| 66692.206 | Enclave at Evansburg | <ul style="list-style-type: none">- Transmitted comments on "as-built" drawings to design engineer on November 7, 2023. |
| 66692.216 | Moscariello at Crosskeys | <ul style="list-style-type: none">- Emailed the developer on October 18, 2023 concerning the need to complete the punch list items. |
| 66692.234 | Tidal Wave Car Wash | <ul style="list-style-type: none">- Review of SFPM. Transmitted comments to Design Engineer on October 16, 2023.- Review of revised SFPM. Transmitted comments to Design Engineer on October 16, 2023. |
| 66692.235 | 1433 Pawlings Road | <ul style="list-style-type: none">- Emailed the developer on October 13, 2023 stating the plan was acceptable. |
| 66692.238 | Encompass Health | <ul style="list-style-type: none">- Review of SFPM. Transmitted letter to Design Engineer on October 6, 2023 and advise him to contact Township to be placed on CMP.- Contacted Design Engineer on 10/31/2023 for the PA DEP code for the SFPM. |

SYSTEM SUPERINTENDENT'S REPORT

NOVEMBER 2023

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

SEWER AUTHORITY PROJECTS:

CLEANED SEWER MAIN= 4,700'

CLEANED AND ROOT CUT= 0

CLEANED AND VIDEOED SEWER MAIN= 4,300

NEW ITEM: WATER MAIN REPLACEMENT: The water company (PA AMERICA) has contacted us informing us that they will be replacing the water main on N Midland, Foster and Circle Drive. The 4,300 feet of sewer main videoed that you see above was videoed due to this project. No issues were found.

NEW ITEM: SEWER CLEANER REPAIR: While getting the State inspection done on the cleaner, they noticed a crack in the steel bracket of the front hose spool. After getting the truck back we took it up to Hayes industries and had them weld a plate over the crack to repair it.

NEW ITEM: CROSSKEYS STATION: We pulled the 90 degree suction elbow out of wet well due to a hole wore in it at Crosskeys Station number two pump and sent it out for repairs at Hayes Industries.

UPDATE - 2022/2023 DOLI SEWER REPLACEMENT PROJECT: Doli came back and fixed the two yards as promised. and now after a couple resident calls, they must come back and remove the erosion control socks.

UPDATE: CASSELBERRY MEADOW: We got Jim Kenny Construction to haul in a few loads of big rocks and place them around the exposed manhole to protect the manhole going forward and then our guys went there and put stainless steel straps on the outside of the manhole to keep the casting on the cone. (SEE ATTACHED PICTURES)

UPDATE-CELLULAR CALLERS: The new style cellular callers are a big upgrade from the old style. We purchased two more callers to install at two stations of our choice and will continue to replace them with a couple at a time until all the stations are upgraded. We installed them at Providence Crossing and Trooper Stations

NO UPDATE: LIFT GATE: We requested three quotes for a lift gate to put on one of our trucks - to be determined.

NO: UPDATE - MILE HILL PUMP STATION: Still waiting for Muffin Monster to be delivered to put back in station.

NO: UPDATE - DISLODGED MANHOLES AND DAMAGE FROM HURRICANE IDA: FEMA sent us another email requesting more information. We responded to them, and they emailed us again with a few more minor questions about the Linnett sewer realignment/replacement project. It now looks like they will reimburse us for that project after denying us before.

NO 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 if there is one. They have been in contact with Gannett Fleming for payment.

MAINTENANCE DEPARTMENT:

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

- Responded to 209 locations (PA One Calls).
- Replaced faulty dry well exhaust fan timer at Walker Lane station.
- Installed new cellular based fault callers at Providence and Trooper Rd stations.
- Replaced dry well exhaust fan at Audubon Rd station.
- Routine station checks revealed a hole had worn in pump two side suction base elbow at Crosskeys. The suction and discharge piping were removed and sent out to be repaired. In addition to pipe repairs a faulty Gate valve was replaced with a new plug valve type.
- Seal coated driveways at Moyer, Walker Lane and Valley Forge stations.
- Responded High wet well alarm at police station. Investigation revealed pump one was drawing excessive amps due to blockage. The pump was cleared and the amp draw returned to normal.
- Had broken support on sewer cleaner repaired.
- Had unit two inspected.
- Cleaned all eight-inch sewer main on Culp Rd.
- Cleaned mourning dove R.O.W PT 40- PT 37 about 900'
- Cleaned all sewer on N Midland Ave MH300-304A about 800' and MH142G-MH142J about 600'
- Cleaned sewer main on Ridge MH300-MH302 about 300'.
- Cleaned sewer main on Circle DR MH152-MH358 and MH326-MH324.
- Videoed sewer main on Circle DR, N Midland Foster Ave to obtain lateral location for upcoming water main replacement project.
- Worked with surveyors to obtain manhole invert measurements for upcoming road construction project.
- Plunged and cleared lateral at 28 Pinetown Road.
- Plunged and cleared lateral at 2877 Ringneck Road.
- Inspected lateral repair at 2003 Archer Court.
- Inspected new connections at 304 and 314 Brimfield Circle.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	476	434
PTO hours	52	72
Holiday hours	0	0
Overtime	8	n/a
Part-time hours	n/a	30
Injury related hours	4	0



EXHIBIT 'C'



EXHIBIT 'C'



EXHIBIT 'C'

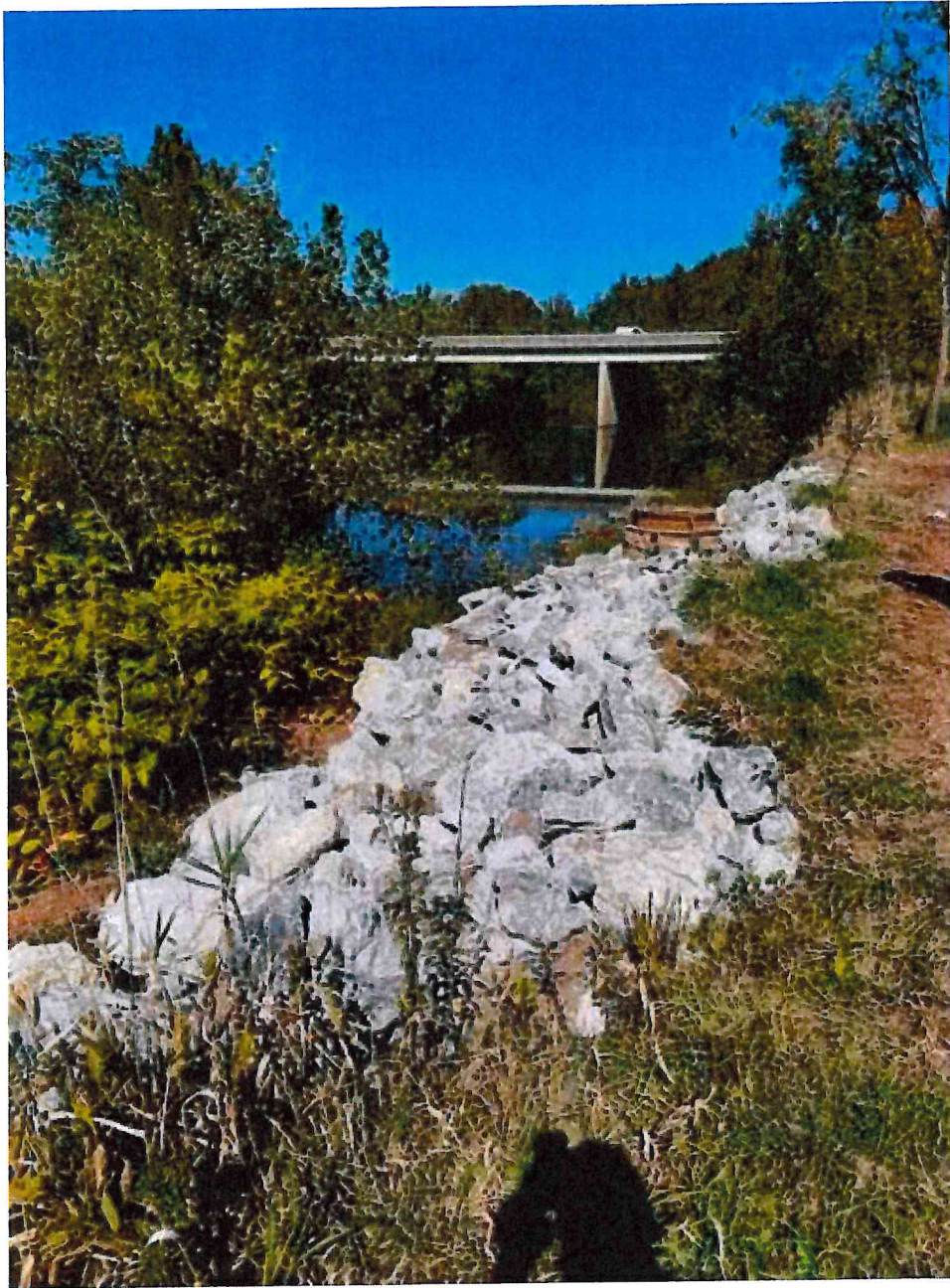


EXHIBIT 'C'