

REGULAR MEETING
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MINUTES OF OCTOBER 9, 2023

The Regular Meeting of the Lower Providence Township Sewer Authority was held on Monday, October 9, 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; 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 and Mr. Eric Frey, Solicitor; Mr. Ed Woyden, Engineer

Absent was Authority Member:

Mr. Robert Tschoepe, Secretary

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 September 11, 2023, meeting was presented. Upon motion of Mr. Rose seconded by Mr. McDonough 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 and Capital Improvement accounts.

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

BUDGET & RATES

Dr. Sorgini stated to the Board that the Certificate of Deposit was re-invested for nine months at 5.5%. Dr. Sorgini thanked those that met with the Auditor to do the review since he was not able to.

EQUIPMENT & BUILDING

Mr. McDonough stated to the Board that the new cellular style callers that are being replaced at the stations are a big upgrade and they are working out very well. We are still waiting to get our Muffin Monster back from JWC.

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 Bids were opened on September 28, 2023 via PENNBID.

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 been completed and was a success.

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 and Mr. Frey is waiting to get a meeting date with the Township Solicitor and Manager.

NEW BUSINESS

Approve FYE 6-30-2023 Audit

Upon motion of Dr. Sorgini, seconded by Mr. McDonough and unanimously carried, the Board accepted the Audit prepared by Bee, Bergvall & Co. for the Fiscal Year ending June 30, 2023 and authorized the publication of the Balance Sheet Statement.

Consideration of Bids for 2023 Construction Project

Mr. Woyden presented to the Board a list of the bidders for the 2023 Construction Project.

After discussion, the Chairman stated that PACT ONE, LLC work has been unsatisfactory as recently as two years ago. The Board does not consider them to be a responsible bidder.

A motion was made by the Chairman, seconded by Dr. Sorgini and unanimously carried; the Board rejects PACT ONE, LLC to not be a responsible bidder.

A motion was made by Dr. Sorgini, seconded by Mr. McDonough and unanimously carried; the Board directed the Engineer to issue a Notice of Intent to Award to the apparent responsible low bidder in the amount of \$3,089,866.50 to Joao Bradley Construction Co., Inc., and to issue the Notice of Award upon receipt of contract and supporting documents to the satisfaction of the Engineer and Solicitor.

Proposal to Change Billing/Customer Information System

After discussion, this was deferred to the next meeting to get some additional information.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:20 PM by motion of Mr. Rose seconded by Mr. McDonough and unanimously carried.


Mr. Robert Tschoepe, Secretary

BILLS PAID FROM REVENUE & ADMIN		OCTOBER 9, 2023 BOARD MEETING	
ADVANCED AUTO PARTS	TRUCK & EQUIPMENT MAINT: SPARK PLUG FOR LEAF BLOWER		3.24
AMERICAN WATER COMPANY	COMPUTER BILLING: WATER DISCONNECT / RECONNECT		450.00
AMS	COMPUTER BILLING: MONTHLY MAINTENANCE, POSTAGE, PRINTING OF BILLS		6,417.63
AUDUBON WATER COMPANY	COMPUTER BILLING: MONTHLY METER READINGS		65.06
BEE, BERGVALL & CO.	AUDIT: PROGRESS BILL		3,000.00
CAR CARE CENTER	TRUCK & EQUIPMENT: INSPECTION FOR 2017 F150, FRONT BRAKES		261.00
CITY ELECTRIC SUPPLY	PUMP STATION MAINT: MILE HILL MUFFIN MONSTER CONDUIT		17.40
CHEM SEARCH	PUMP STATION MAINT, OPERATING EXPENSES: ODOR NEUTRALIZER, BEE SPRAY		503.98
CLEANING SERVICES	BUILDING OPERATION & MAINT: OFFICE CLEANING SEPTEMBER		350.00
CLARK INDUSTRIAL SUPPLY	TRUCK & EQUIPMENT: PARTS FOR PSI GAUGE ON SEWER CLEANER		119.01
CLOVERLEAF TOOL COMPANY	TRUCK & EQUIPMENT: PANEL MOUNT GAUGE TO REPAIR SEWER CLEANER		61.68
DECKMAN MOTOR & PUMP INC	PUMP STATION MAINT: MUFFIN MONSTER MOTOR FOR MILE HILL PS		1,140.00
EJ USA, INC.	COLLECTION SYSTEM MAINT: MANHOLE CASTINGS AND LIDS FOR GERMANTOWN PIKE		7,936.90
EPWPCOA, INC	OPERATING EXPENSES: 2024 ANNUAL DUES		205.00
GANNETT FLEMING, INC	ENGINEERING FEES, REF: JULY 28, 2023 - AUGUST 25 2023		3,604.29
GL SAYRE, INC. CONSHOCKEN	TRUCK & EQUIPMENT: REPAIR SEWER CLEANER POWER STEERING		4,902.44
GRAINGER	PUMP STATION MAINT: MILE HILL MUFFIN MONSTER COUPLING REPLACEMENT		22.32
HAYES INDUSTRIES	COLLECTION SYSTEM MAINTENANCE: STAINLESS STEEL TO REINFORCE MH 502A		295.20
HEALTHCARE	HOSPITALIZATION: REIMBURSEMENT OF COPAY		2784.49
HOME DEPOT	EQUIPMENT, OPERATING EXPENSES, BUILDING OPERATION & MAINTENANCE		377.77
JP MASCARO	OPERATING EXPENSES: TRASH REMOVAL		100.58
LPVRS	TREATMENT CHARGES		220,796.00
MAD EXTERMINATORS	BUILDING OPERATION & MAINT: EXTERMINATING SERVICE SEPTEMBER		50.00
MONTCO FENCE	PUMP STATION MAINT: FOX STATION FENCE REPLACEMENT		6,920.00
NAPA AUTO PARTS	TRUCK & EQUIPMENT: STARTER FOR SEWER CLEANER, BATTERY FOR TRUCK, FILTER FOR WALKER		737.43
PA AMERICAN WATER COMPANY	WATER: GARAGE & OFFICE		93.92
PA ONE CALL	COLLECTION SYSTEM MAINT: NOTIFICATION OF CONTRACTORS DIGGING		239.64
PECO	GAS \$51.15 & ELECTRIC \$3822.06		3,873.21
PENNDOT	OPERATING EXPENSES: BRIDGE OCCUPANCY LICENSE		324.66
RICHTER OFFICE SUPPLY COMPANY, INC.	OFFICE SUPPLIES: PAPER, WATER, PAPER TOWELS, PENS, ENVELOPES		241.89
SANDS, MARIA	SEWER RENTAL: OVERPAYMENT SEWER RENTAL		343.33
SENSAPHONE	PUMP STATION MAINT: NEW DIALER FOR TROOPER PS & PROVIDENCE PS		2,780.42
SHARP WATER CULLIGAN	OPERATING EXPENSES: WATER		92.25
UNIFIRST	HEALTH & SAFETY: UNIFORM RENTAL & CLEANING		383.60
UNITED HEALTHCARE	HOSPITALIZATION: PREMIUM		7,797.94
VALLEY FORGE SECURITY CENTER	PUMP STATION MAINT: PADLOCKS FOR STATIONS		102.00
VERIZON	TELEPHONE: GARAGE & PUMP STATIONS		910.26
VERIZON	TELEPHONE: OFFICE FIOS		218.08
VERIZON	TELEPHONE: OFFICE INTERNET		119.00
VERIZON WIRELESS	TELEPHONE: MOBILE PHONES		261.60
WEX SUNOCO	TRUCK & EQUIPMENT: FUEL FOR VEHICLES & EQUIPMENT		767.51
WILSON OF WALLINGFORD, INC	OFFICE FUEL		3.82
PREMIER PAYROLL	ADMINISTRATION: PAYROLL PROCESSING	[AUTO DEBIT]	157.50
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	[TRANSFERRED]	62.00
LPTSA	PAYROLL	[TRANSFERRED]	30,000.00
TOTAL			322,298.46
BILLS PAID FROM CAPITAL IMPROVEMENT			
CORE & MANN	STOCK, REPLACEMENT PIPE FOR MIDLAND / REGENCY SEWER LATERAL		325.46
GANNETT FLEMING	ENGINEERING FEES: JULY 28, 2023 - AUGUST 25, 2023		21,316.99
JAMES KENNEY EXCAVATING & PAVING	SECOND AVENUE REPAIR		19,500.00
TOTAL			41,142.45

GANNETT FLEMING'S REPORT
for the
LOWER PROVIDENCE TOWNSHIP SEWER AUTHORITY
October 9, 2023

66692.105	CAP/CMP	-	Met with Alan Rubendall and Eric Frey on October 5, 2023 to discuss DEP CAP for Mine Run Basin.
66692.111	Crawford & Park Project	-	Reviewed shop drawings and construction schedule.
66692.122	FEMA Grants	-	Provided additional responses to FEMA inquiries on September 19, 2023.
66692.124	2023 Capital Project	-	Bids were received on September 28, 2023.
66692.216	Moscariello at Cross Keys	-	Performed second inspection of sewer system prior to dedication.
66692.238	Encompass Health	-	Submitted planning module review comments to the Design Engineer on September 19, 2023.

SYSTEM SUPERINTENDENT'S REPORT

OCTOBER 2023

FOR WORK DONE SEPTEMBER 1, 2023 – SEPTEMBER 30, 2023

SEWER AUTHORITY PROJECTS:

CLEANED SEWER MAIN= 0

CLEANED AND ROOT CUT= 0

CLEANED AND VIDEOED SEWER MAIN= 2,550

NEW ITEM-LIFT GATE: We requested three quotes for a lift gate to put on one of our trucks - to be determined.

NEW ITEM: CASSELBERRY MEADOW: We went out and met with a few County Representatives about planting trees near our Sewer main going down across the field at Casselberry Meadow when we found another manhole was exposed that needs to be backfilled around or protected somehow. I met out there on site with Ken Finger from Gannett's office and we took some pictures. (See pictures attached).

NEW ITEM-SECOND STREET: We found that a property owner on Second Street hooked his sump pump into his sewer lateral because he claims Anrich broke his original connection when they repoured his section of sidewalk, so we went down and broke his concrete section of sidewalk up with the jackhammer. We worked with him to fix the broken pipe and reattach it to original spot in the storm drain and the homeowner repoured the concrete sidewalk section.

UPDATE-2023/2024 PROJECT: Bids for 2023/2024 were opened Thursday 10/5/2023 results are in your packet.

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.

UPDATE-BYPASS PUMPS/GENERATORS: We finished servicing all the bypass pumps and generators at the stations and the tow behind ones at the shop.

UPDATE - SEWER CLEANER: Picked up sewer cleaner from GL Sayers after repairs were completed and brought it back to shop.

UPDATE - MILE HILL PUMP STATION: Still waiting for Muffin Monster to be delivered to put back in station.

UPDATE - FOX RD Station: Montco Fence Company came in and installed the fence around the Fox Road pump station after we took down the old cedar wood enclosure that used to be there.

UPDATE - 2022/2023 DOLI SEWER REPLACEMENT PROJECT: Doli called and said they will be here to regrade the two yards after they settled and replant grass seed at those locations.

UPDATE - SECOND STREET BASEMENT WITH WATER ISSUES: James Kenny Construction came out and installed the drainpipe for the sewer main on second street and after completion and the trench drained for two days, I spoke to the residents on Second street that were getting water before in their basements and they all said the water dried up and is no longer seeping through the walls then after speaking to them we had a three-inch rain in two days over a weekend and I followed up with them again and they all said it's still dry.

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 206 locations (PA One Calls).
- While servicing walker lanes bypass pump we observed the oil was contaminated with water. The oil was changed but soon after also appeared to be contaminated from residual oil left in the motor. We then removed valve cover and oil pan and cleaned/removed as much contaminated oil as possible reassembled and added fresh oil. The oil has appeared to remain clean since the issue was addressed and will continue to be monitored. We were unable to determine how water was introduced, possibly exhaust flapper got stuck open and rain entered through the exhaust pipe.
- Cleaned and serviced Grange Avenue's air release/vacuum breaker valves.
- Cleaned transducers and stilling tubes at Walker Lane, Providence Crossing and Audubon Square.
- Removed stainless steel cabinet from abandoned Meter Chamber at Hoy Park.
- Serviced trailer mounted bypass pump.
- Repaired coolant leak on unit one.
- Replaced broken pressure Gauge on sewer cleaner.
- Installed new starter motor for auxiliary motor on sewer cleaner.
- Removed riser and cold patched manhole 524 on Pinetown Road.
- Performed necessary modifications and installed new passage door at office.
- Attended PA one project meeting concerning the upcoming water main replacement project.
- Unloaded and stored new manhole castings that were ordered to replace the ones used for this years paving projects.
- Read deductible meters for billing quarter.
- Cleaned and videoed sewer main on N Park Ave MH 142A- MH142 C about 450'.
- Cleaned and videoed sewer main on Wane Avenue MHT26-MHT28 about 400'.
- Cleaned and videoed sewer main on Lloyd Lane MHE7-MHE9 about 650'.
- Cleaned and videoed sewer main on Oak Ridge Circle MH142B –MH142C about 600'.
- Cleaned and videoed sewer main on Midland Avenue MH303-MH304A about 450'.
- In order to locate possible sewer connection for vacant lot we videoed sewer main on Wooded Place MH360- MH361 and Oaklyn Avenue MH361-MH347.
- Inspected sewer lateral capping/abandonment at 30 N Park Avenue.
- Inspect sewer lateral repairs at 14 Level Rd and 3837 Landis Mill Rd.

DEPARTMENT INFORMATION:

	Maintenance	Administration
Regular hours worked	456	413
PTO hours	96	116
Holiday hours	0	0
Overtime	5	n/a
Part-time hours	n/a	33
Injury related hours	4	0



