

UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY

AUGUST 10, 2022

The meeting of the Upper Providence Township Sewer Authority was held on Wednesday, August 10, 2022. It was called to order at 7:30 p.m. by Chairman, Mr. Matthew B. Hayes.

**Those present: Mr. David Daniel
Mr. Vincent DelVacchio
Ms. Patricia Hall, Office Manager
Mr. Matthew B. Hayes
Mr. James P. Kelly, P.E.
Mr. Kevin M. Matson, Operations Manager
Ms. M. Elizabeth Naughton-Beck, Solicitor
Mr. Brad Pappal
Mr. Robert Powell
Mr. Edwin Reardon**

Those not attending: Mr. Gregory M. Mallon, Esq.

Others attending: Mr. Don Vymazal, Upper Providence Township Manager

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

None.

MINUTES

The minutes of the meeting of July 13, 2022 were reviewed.

MOTION: Mr. David Daniel moved to approve the minutes of the meeting of July 13, 2022 as presented. Seconded by Mr. Vincent DelVacchio. Motion carried unanimously. (MOTION 22-08-47)

INCOME AND EXPENSES

MOTION: Mr. Vincent DelVacchio moved to approve the voucher list of August 10, 2022 as presented. Seconded by Mr. David Daniel. Motion carried unanimously. (MOTION 22-08-48)

Ms. Hall referenced Item #13, Site Specific Design, Inc. and the \$25,880.00 spent for the purchase of pump cores. She also noted that Mr. Kelly had sent her payment request number one (\$60,254.91) and a project tabulation sheet pertaining to the sanitary sewer cleaning project. While this invoice is not on this month's voucher list, Mr. Kelly has inspected and approved the work and is recommending that payment be released to Mobile Dredging & Video Pipe, Inc.

REPORTS OF OFFICERS

No reports.

OPERATIONS MANAGER'S REPORT

The following is a summary of grinder pump repair costs for 2020 to 2022.

	<u>Calls</u>	<u>Total Cost</u>	
2020	213	\$104,336.00	
2021	199	\$100,041.71	
2022	112	\$78,038.28	Costs of pumps/cores - \$119,298.00

There are 1,675 E-One grinder pumps in our system.

The years-to-date summary for PA One Call activity showed:

	<u>2020</u>	<u>2021</u>	<u>2022</u>
Clear-no facilities	455	913	432
Field Marked	520	1125	517
Other	<u>94</u>	<u>169</u>	<u>57</u>
Total for year	1069	2207	1006 (trending to 1732 calls by 12/31/2022)
Response rate	100%	99.95%	100%

There has been a large amount of pump replacements this year (about 50 or so) and a lot have been in areas south of the bypass. A lengthy discussion followed including comments on Middletown, Aqua, pump replacements, future trends, and budgeted amounts.

There was a discussion about USIC and liability.

REPORTS OF COMMITTEES

No reports.

REPORTS OF CONSULTANTS

MR. JAMES P. KELLY, ENGINEER

Work continues to move forward at the Bortondale pump station with coordination of contractors and projected dates.

Mr. Kelly has completed the legal descriptions and plans for the pump station easements. While reviewing, he noted a discrepancy in the descriptions and has provided his revised

legal description based on his field survey information. They have been submitted to our solicitor for review.

Regarding sewer mapping, data is being collected on newly-installed pumps, when applicable, to be added to the web map. The scope of work for sewer cleaning is complete. Mr. Kelly is recommending payment to Mobile Dredging & Video Pipe, Inc.

Weekly routine inspections continue to verify the accuracy and completion of mark outs performed by USIC and closing out of design tickets.

On August 8, a sewer lateral was hit on Feathering Lane. The mark was accurate. The contractor was at fault for digging with a backhoe while hand-digging should have been used to locate the lateral.

A resident on Steeplechase Drive complained that USIC did not mark out his lateral between his grinder pump and valve prior to work being performed on his property. The lateral was damaged as a result. He wants UPTSA to pay for the repair. This portion of the lateral is owned by the property owner, not UPTSA, and it is the homeowner's responsibility to have the lateral marked. Mr. Kelly will provide a letter to Mr. Matson stating the Authority's position, for his consideration. A discussion followed during which Mr. Matson questioned whether the board wanted to be more pro-active. It was suggested that the Authority have a policy to cover this. The Engineering Committee will meet and report back to the board on this. Regarding the homeowner, Messrs. Kelly and Matson will discuss this.

MS. M. ELIZABETH NAUGHTON-BECK, SOLICITOR

Ms. Naughton-Beck proposed two resolutions: One to adopt a fee schedule, and the other to credit pre-paid customer facilities fees to the property owner and bill for the difference at the time the owner actually connects to the system. She attached a copy to her report of the current UPTSA fee schedule, stating that these rates need to be increased. Her proposal is to create an annual review/adoption of this schedule to evaluate whether increases/adjustments are warranted. She feels that discussion is needed on whether to adopt these new rates in October, 2022 or wait until January, 2023.

The second resolution requires research of Mr. Spielman's files to identify the affected property owners to determine what notice, if any, they have been given. She would like adoption of this resolution in September, 2022.

Mr. Hayes asked Ms. Hall to make up a list of residents who have paid the tapping fee and need a grinder pump, so they have paid the \$2,300 but have not received a pump or made the connection to the public sewer. Ms. Hall noted that there are at least twelve people who have not paid a tapping fee or connected. All those properties where owners have not paid

their tapping fees are liened. Some of them are paying their sewer bills while others are not.

MOTIONS AND RESOLUTIONS

Ms. Hall referred to a possible motion from the board to reimburse the Authority for expenses incurred regarding the Bortondale pump station. The money will go from the loan fund to the PLGIT Prime account, which is our rainy-day fund.

MOTION: Mr. Robert Powell moved that the Upper Providence Township Sewer Authority reimburse the Sewer Authority for expenses incurred related to the Bortondale pump station totaling \$162,964.38. This money should be taken from the DeVal 2020 loan account and put into the Upper Providence Township Sewer Authority PLGIT Prime account. Seconded by Mr. David Daniel. Motion carried unanimously. (MOTION 22-08-49)

MOTION: Mr. Robert Powell moved to release payment to Mobile Dredging and Video Pipe, Inc. in the amount of \$60,254.91. Seconded by Mr. Edwin Reardon. Motion carried unanimously. (MOTION 22-08-50)

Mr. Hayes noted that the \$60,254.91 for sewer cleaning is over the budgeted amount and asked that we communicate better in terms of our budget. Mr. Kelly mentioned that we have a budget meeting once a year in December with our Finance Committee and Mr. McIntosh.

In reviewing what bills are outstanding and currently owed to the Sewer Authority (individuals with more than one bill overdue), Mr. Hayes and Ms. Hall discovered that the Sewer Authority is owed \$437,000 in sewer rent. Mr. Hayes wants a solution to this problem. He also noted that we didn't have an "accounts receivable" in our budget or balance sheet and he would like to ask Mr. McIntosh about this. A discussion followed, which included comments on liens and water shut-offs.

Ms. Hall will set up Finance and Engineering Committee meetings to discuss past-due monies owed to the Sewer Authority and USIC mark outs.

MISCELLANEOUS

KBX GOLDEN REPORT FOR JULY, 2022

Routine maintenance was performed at the following pump stations: Letitia Lane, Media Station, Rose Tree Upper, Rose Tree Lower, and Valley View, and Crum Creek and Farnum Road.

KBX responded to power failures at Toft Woods and Winter Street pump stations, replaced a cracked dome and installed a new reed in the vacuum pump at Bortondale

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pump station, cleaned the priming system at Braves Trail pump system, and repaired a cracked sewer line on Dog Kennel Road.

Recommendations included cleaning all wet wells and replacing the control panels at Rose Tree Upper, Rose Tree Lower, and Winter Street pump stations.

**MOTION: Mr. Robert Powell moved to adjourn the meeting of August 10, 2022.
Seconded by Mr. Edwin Reardon. Motion carried unanimously. (MOTION
22-08-51)**

The meeting ended at 8:59 p.m. The next meeting will be on September 14, 2022.

Respectfully submitted,

Mrs. Stella B. Thompson

UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY

MOTIONS FOR 2022

AUGUST

- 47. Approval of the minutes of the meeting of July 13, 2022 as presented.**
- 48. Approval of the voucher list of August 10, 2022 as presented.**
- 49. Approval for the Upper Providence Township Sewer Authority to reimburse the Sewer Authority for expenses incurred related to the Bortondale pump station totaling \$162,964.38. This money should be taken from the DelVal 2020 loan account and put into the Upper Providence Township Sewer Authority PLGIT Prime account.**
- 50. Approval to release payment to Mobile Dredging and Video Pipe, Inc. in the amount of \$60,254.91.**
- 51. Adjournment of the meeting of August 10, 2022.**