

**UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
FEBRUARY 10, 2021**

The meeting of the Upper Providence Township Sewer Authority was held on Wednesday, February 10, 2021 via Zoom. It was called to order at 7:30 p.m. by Chairman, Michael Byrne.

Those present: Mr. Michael Byrne
Mr. David Daniel
Ms. Patricia Hall, Office Manager
Mr. Silas Jimenez
Mr. James P. Kelly, P. E.
Mr. Gregory M. Mallon, Esq.
Mr. Kevin Matson, P. E.
Mr. Robert L. Pinto, Solicitor
Mr. Robert Powell
Mr. Richard T. Spielman, Jr., Operations Manager

Those not present: Mr. Matthew B. Hayes

Mr. Byrne welcomed two new members to the board: Mr. Daniel and Mr. Jimenez. He noted that Mr. Walter Weinrich, who provided a tremendous amount of input and support to the board, had previously resigned.

PUBLIC COMMENT

None.

MINUTES

The minutes of the meeting of January 13, 2021 were reviewed.

MOTION: Mr. Gregory M. Mallon moved to approve the minutes of the meeting of January 13, 2021 as presented. Seconded by Mr. Kevin Matson. Motion carried unanimously. (MOTION 21-02-10)

INCOME AND EXPENSES

Ms. Hall noted that the property at 923 and 924 N. Orange Street went to settlement, and the Sewer Authority has been paid all of the back sewer rent and liens which were due. The amount was \$50,012.02. The buildings have been demolished and the property will be developed. It is believed that three new houses will be built on the site.

Mr. Byrne asked about the payments which were made to Site Specific with regard to service calls (Item #21). Ms. Hall said they were noted on the Voucher List and

all of the invoices have been paid. She does not believe any of these particular invoices are reimbursable to the Authority. If the property owner is responsible for the cost, Mr. Spielman has sent him/her a letter. Some have reimbursed us and others have not.

MOTION: Mr. Robert Powell moved to approve the Voucher List of February 10, 2021 as presented. Seconded by Mr. Gregory M. Mallon. Motion carried unanimously. (MOTION 21-02-11)

REPORTS OF OFFICERS

No reports.

OPERATIONS MANAGER'S REPORT

Regarding the Ridley Creek/Crum Creek Sanitary Sewer Extension project, the following permits have been approved and pumps issued: Phase One (229 customers) 225 permits and 222 pumps; Phase Two (187 customers) 186 permits and 185 pumps; Phase Three (122 customers) 121 permits and pumps; Phase Four (85 customers) 82 permits and 81 pumps; Phase Five (153 customers) 150 permits and 147 pumps; Phase Six (175 customers) 173 permits and 168 pumps; Phase Seven (73 customers) 70 permits and 67 pumps; Phase Eight (134 customers) 131 permits and 130 pumps; Phase Nine (104 customers) 97 permits and 94 pumps. The amount of main installed is 159,471 feet (30.2 miles) and service pipe is 29,260 feet (5.5 miles). The percentage of residents connected is 95.2% and 46 pumps have not been issued. This total does not include 40 Toft Woods residents.

The following is a summary of grinder pump repair costs for 2021.

<u>Calls</u>	<u>Total Cost</u>	<u>Agreement Savings</u>	<u>Billed to Customer</u>
30	\$14,272	\$5,982	\$1,056

Cores from stock pumps used for replacement savings, \$6,400.

NOTE: In 2020, 20 customers were billed \$13,065, of which \$8,204 has been paid.

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

Clear – no facilities	43
Field Marked	26
Other	<u>100</u>
	169

Mr. Kelly continues to pursue suitable pumps for the Bortondale pump station. Flow and “head” readings were initiated by him to make sure that we have accurate design criteria.

Mr. Spielman asked the board to think about two issues. The first: When grinder pump failures are caused by inappropriate objects being put down the drain, the customer is billed. Some customers pay that promptly but a significant percentage ignore it. For example, \$11,500 was billed in 2019 and \$5,916 is still owed, and in 2020, \$13,065 was billed and almost \$5,000 is still owed. Should we have a policy to cover this?

The second: Mr. Spielman visited a customer who was having work done on his property by a contractor. He found the resident’s garden hose hanging on top of his control box. He laid it on the ground and wrote the customer a letter asking him not to do that. When he returned later, he found it back on the control box. On top of the box is an alarm light which, if disturbed enough, will break the weather seal and allow water to get into the box. This could ruin the controls or damage the pump. Mr. Byrne suggested sending him a letter stating that if this happens again, the expense involved would be his problem. As indicated, Mr. Spielman has already sent him a letter. He would like the board to consider different ways to incentivize customers to take care of the equipment, perhaps asking if the customer would like to buy the pump.

REPORTS OF COMMITTEES

No reports.

REPORTS OF CONSULTANTS

MR. JAMES P. KELLY, ENGINEER

With regard to the mapping project, the completion rate for the districts is as follows: District 4 (Braves Trail pump station), 5 (Media Station), 6 (Bortondale), 9 (Ridley Creek LPSS South), 10 (Ridley Creek LPSS North), 10A (Toft Woods), 11 (Crum Creek LPSS South), and 12 (Crum Creek LPSS North) are 100% complete. Districts 1, 2 and 3 (Lemon Street, Valley View, and Winter Street) are 99% complete; District 8 (CDCA/Farnum Road) is 90% complete; and District 7 (Wooded Way LPSS) is 55% complete.

With regard to the Bortondale pump station, due to the pandemic, several meetings with pump manufacturer representatives have been postponed for several weeks. Mr. Kelly is continuing to explore the options and is working towards March for a preliminary design. Flow meters and pressure meters have been installed and data

is being collected. In the meantime, the Authority is paying rental for the standby pumps. Mr. Powell urged that the job be completed as soon as possible. Mr. Byrne agreed but reiterated that he wanted it done correctly to address the problem to resolve the issue.

Mr. Powell asked about Middletown Sewer Authority. Mr. Kelly responded that he has spoken with the manager and engineer several times and they have agreed to help. Although they have not discussed numbers as yet, they have agreed that there is responsibility on both parties. Mr. Matson asked whether Messrs. Kelly and Spielman would need anything more from the board. Mr. Kelly replied that as of today, “no”, however he might need something going forward.

MR. ROBERT L. PINTO, SOLICITOR

With regard to billing a customer for costs associated with grinder pump failures caused by the customer’s actions, Mr. Pinto will look into the situation. It doesn’t appear that we can add the costs to the customer’s sewer bill, but the situation might be handled at the magistrate’s level after a letter is first sent to the customer from the Sewer Authority.

Mr. Pinto asked Mr. Kelly about the right-of-way agreement and had a question for Ms. Hall regarding the January budget sheet, which she answered.

In response to a question from Mr. Pinto, Ms. Hall noted that when she advertised the Sewer Authority meetings for this year, she mentioned that they are held via Zoom.

MOTIONS AND RESOLUTIONS

None.

MISCELLANEOUS

Mr. Byrne asked Ms. Hall to check into the purchase of a Zoom account with Mr. Mallon’s help. It would cost about \$150 and handle up to 100 people.

KBX REPORT FOR JANUARY, 2021

Mr. Brophy performed nothing beyond operations and maintenance at the following pump stations: Letitia Lane, Media Station, Rose Tree Upper, Rose Tree Lower, Toft Woods, Valley View, and Winter Street, and at Crum Creek and Farnum Roads.

At the Bortondale pump station, he replaced a cracked gasket and broken bolt, installed a pressure gauge on side #2 and installed electrical cords and a new receptacle for Godwin pumps, replaced the Sonic Start probe for pump #1, and installed a flow meter in the manhole and adjusted the diameter settings. He also responded to three lag alarms.

He responded to a lag alarm at the Braves Trail pump station where he skimmed the wet well and vacuumed up sludge and grease.

**MOTION: Mr. Gregory M. Mallon moved to adjourn the meeting of February 10, 2021. Seconded by Mr. Kevin Matson. Motion carried unanimously.
(MOTION 21-02-12)**

The meeting ended at 8:28 p.m.

The next meeting will be on March 10, 2021.

Respectfully submitted,

Mrs. Stella B. Thompson

Approved _____

UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MOTIONS FOR 2021
FEBRUARY

- 10. Approval of the minutes of January 13, 2021 as presented.**
- 11. Approval of the Voucher List of February 10, 2021 as presented.**
- 12. Adjournment of the meeting of February 10, 2021.**