

**UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
APRIL 14, 2021**

The Upper Providence Township Sewer Authority meeting on Wednesday, April 14, 2021 via Zoom was called to order at 7:30 p.m. by Chairman, Michael Byrne.

**Those present: Mr. Michael Byrne
 Mr. Matthew B. Hayes
 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. Richard T. Spielman, Jr., Operations Manager**

**Those not present: Mr. David Daniel
 Ms. Patricia Hall, Office Manager
 Mr. Robert Powell**

PUBLIC COMMENT

None.

MINUTES

The minutes of the meeting of March 10, 2021 were reviewed.

MOTION: Mr. Gregory M. Mallon moved to approve the minutes of the meeting of March 14, 2021 as presented. Seconded by Mr. Kevin Matson. Motion carried unanimously. (MOTION 21-04-16)

INCOME AND EXPENSES

Mr. Byrne referred to Item #4, GPRS (Ground Penetrating Radar System, LLC) for work at the Bortondale pump station. Mr. Spielman explained that the company was successful in locating underground cables.

MOTION: Mr. Gregory M. Mallon moved to approve the Voucher List of April 14, 2021 as presented. Seconded by Mr. Kevin Matson. Motion carried unanimously. (MOTION 21-04-17)

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). 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. This includes work performed in 2020 but billed in 2021.

<u>Calls</u>	<u>Total Cost</u>	<u>Agreement Savings</u>	<u>Billed to Customers in 2021</u>
64	\$33,930	\$14,677	\$677

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

Note: In 2020, 20 customers were billed \$12,156.39, of which \$8,204 has been paid. The total number of service calls in 2020 was 213. Of the 213 calls, 6 were the result of third party damage. Therefore, 14 customers, representing 6.5% of total calls, were billed a total of \$7,848.35.

Mr. Spielman has provided Mr. Pinto with a list of unpaid grinder repair costs caused by customer misuse. Included with his report was a copy of that list with the names and addresses omitted.

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

Clear – no facilities	226
Field Marked	232
Other	<u>92</u>
	550

Mr. Spieman reported that there was another pump failure at the Bortondale pump station about three weeks ago. The bearings on one of the high head pumps had failed. The pump has been repaired and reinstalled and was back in service within two and a half weeks. He reiterated that this is just an indication that our problem there is on-going.

Mr. Kelly will provide an update on the status of the redesign of the Bortondale pump station.

REPORTS OF COMMITTEES

No reports. Mr. Byrne noted that the Personnel and Administration Committee needs to have an in-person meeting at the municipal building sometime in the next week. He would like a list of the board members' availability so he can schedule that meeting.

REPORTS OF CONSULTANTS

MR. JAMES P. KELLY, ENGINEER

With regard to the mapping project, Districts 4 (Braves Trail pump station), 5 (Media Station), 6 (Bortondale), 8 (CDCA/Farnum Road), 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, and District 7 (Wooded Way LPSS) is 95% complete.

With reference to the Bortondale pump station, Mr. Kelly has completed the draft plans and expects to have them finalized within a week. He is seeking authorization to solicit bids for the purchase and installation of the pump station. Due to the Municipal Authorities Act, he will need to prepare two contracts and seek separate Electrical and Site Work bids. He expects to have bids ready for the board's consideration at the June meeting.

Mr. Kelly's design is a four identical-pump design. Mr. Spielman is strongly recommending that when we go out for bids for acquisition of material and construction of the new pump station, we include two additional backup pumps so that we have two spares. He feels that, besides being a prudent emergency planning acquisition, from a price standpoint, we may do better on a per-pump cost if we bid for six instead of four. Mr. Matson asked about economy of scale and Mr. Jimenez asked about other municipalities' use of these pumps.

Mr. Byrne asked if the board wanted to put a fail-safe on the system by spending approximately an additional \$160,000. There was a discussion about a Coast Guard Program which Mr. Kelly will look into.

MOTION: Mr. Kevin Matson moved to authorize the Authority Engineer to move forward with the plans and specification documents for bidding for the Bortondale pump station and to include an option for an alternate price for two additional pumps; and, if there is a savings, he is authorized to move forward to explore that option. Seconded by Mr. Matthew B. Hayes. Motion carried unanimously. (MOTION 21-04-18)

With regard to the PA One Call, Mr. Kelly has reached out to two separate vendors and is awaiting a contract agreement from USIC. He expects to have a sample contract to review within the next week or so and would like to discuss with them what they would need to take over this service. He will send this to Mr. Pinto for his review and will sit down with Mr. Spielman to see if what is covered now will be covered in their contract.

MR. ROBERT L. PINTO, SOLICITOR

Mr. Pinto referred to a prior board conversation regarding use of the Capital Reserve Funds account, established in December of 2017. He noted that there is no restriction on using these funds for the Bortondale pump station. The resolution that established that account authorizes the use of the funds for the cost of repair and/or replacement of grinder pumps or other components of the sewer system that cannot be reasonably funded out of current revenues. Any approval of the use of the Capital Reserve Fund other than for the pumps would have to be done by a majority of the members presently serving on the board (4). Mr. Pinto has written a resolution which authorizes the use of the Capital Reserve Funds for the cost of rebuilding the Bortondale pump station. He will send it out to the members for their review. He is suggesting that an ‘amount not in excess of’ be included and that the Capital Reserve Fund account be restored over some period of time as the board would direct so that we will be in the same position after a few years with a substantial account balance.

Mr. Pinto will be sitting down with Mr. Spielman and Ms. Hall to formulate a letter to homeowners to collect the cost of repair when they have caused a pump problem through their own misuse. Mr. Spielman had written letters a year ago about this, but receiving a letter from the Solicitor might get the attention of these residents.

Mr. Jimenez asked whether our customers can pay their bills by credit card. While we currently don’t have that capability, Mr. Byrne noted that we are looking into it.

Responding to a question by Mr. Byrne about negotiations with Middletown Township, Mr. Kelly said that we have not advanced that far that we know exactly how much the new Bortondale pump station will cost. When we get closer, we can open up that dialogue. He noted that there is one other potential source of funding...through the Township. It might be prudent for Mr. Byrne to have a conversation with the president of Township Council.

MOTIONS AND RESOLUTIONS

None.

MISCELLANEOUS

Mr. Mallon mentioned that Mr. Eugene O'Brien, former Sewer Authority board member, had passed away. Mr. Byrne praised him and noted how much he appreciated all the work he had done on the board. He will speak with Ms. Hall about sending something to his family.

MOTION: Mr. Gregory M. Mallon moved to adjourn the meeting of April 14, 2021. Seconded by Mr. Kevin Matson. Motion carried unanimously. (MOTION 21-04-19)

The meeting ended at 8:19 p.m. The next meeting will be on May 12, 2021.

Respectfully submitted,

Mrs. Stella B. Thompson

UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MOTIONS FOR 2021
APRIL

- 16. Approval of the minutes of March 10, 2021 as presented.**
- 17. Approval of the Voucher List of April 14, 2021 as presented.**
- 18. Authorization for the Authority Engineer to move forward with the plans and specification documents for bidding for the Bortondale pump station and to include an option for an alternate price for two additional pumps; and, if there is a savings, he is authorized to move forward to explore that option.**
- 19. Adjournment of the meeting of April 14, 2021.**