

**UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
JULY 8, 2020**

The meeting of the Upper Providence Township Sewer Authority was held on Wednesday, July 8, 2020 in the Township building. It was called to order at 7:30 p.m. by Chairman, Michael Byrne.

Those attending: Mr. Michael Byrne
Ms. Patricia Hall, Office Manager
Mr. Matthew B. Hayes
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
Mr. Walter J. Weinrich, Esq.

Others attending: Mr. Jeffrey Calhoun, Calhoun and Baker

PUBLIC COMMENT

Responding to an invitation from Mr. Byrne to attend the meeting to provide financial information, Mr. Calhoun briefed the board about locking in the current low interest rates for the Sewer Authority on the 2009 and 2012 notes. This information is included in a resolution authorizing and ratifying the conversion of all or a portion of the guaranteed sewer revenue notes 2009 series and 2012 series to a loan fixed rate, with interest payable monthly accruing from June 25, 2022. The interest rate for the 2009 series note is 1.19% and the 2012 note is 1.03%. He noted that this is a great opportunity to take advantage of these current low interest rates.

MINUTES

The minutes of the meeting of March 11, 2020 were reviewed.

MOTION: Mr. Robert Powell moved to approve the minutes of the meeting of March 11, 2020 as presented. Seconded by Mr. Matthew B. Hayes. Motion carried unanimously. (MOTION 20-07-15)

INCOME AND EXPENSES

Ms. Hall noted that she had distributed copies of the voucher lists for the meetings that were missed to each board member.

MOTION: Mr. Robert Powell moved to ratify the payment of items on the Voucher List of April 8, 2020 as presented. Seconded by Mr. Gregory M. Mallon. Motion carried unanimously. (MOTION 20-07-16)

MOTION: Mr. Robert Powell moved to ratify the payment of items on the Voucher List of May 13, 2020 as presented. Seconded by Mr. Gregory M. Mallon. Motion carried unanimously. (MOTION 20-07-17)

Ms. Hall mentioned that there were two principal payments included on the June 10, 2020 list that were paid on June 25. One was on the 2009 note for \$252,000 and the other for \$243,000 on the 2012 note.

MOTION: Mr. Robert Powell moved to ratify the payment of items on the Voucher List of June 10, 2020 as presented. Seconded by Mr. Gregory M. Mallon. Motion carried unanimously. (MOTION 20-07-18)

Ms. Hall stated that everything on the July 8 voucher list was included in the budget. She noted that Item #10 (KBX Golden, LLC) was an invoice for \$15,518.00 for the installation of the new pump at the Winter Street pump station, and Item #21 (The Fence Guys, Inc.) was for the fence installation at the Media Station pump station for \$4,221.62.

MOTION: Mr. Robert Powell moved to ratify the payment of items on the Voucher List of July 8, 2020 as presented. Seconded by Mr. Gregory M. Mallon. Motion carried unanimously. (MOTION 20-07-19)

REPORTS OF OFFICERS

None.

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) 224 permits and 221 pumps; **Phase Two** (187 customers) 186 permits and 184 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 146 pumps; **Phase Six** (175 customers) 172 permits and 167 pumps; **Phase Seven** (73 customers) 70 permits and 67 pumps; **Phase Eight** (134 customers) 131 permits and 129 pumps; **Phase Nine** (104 customers) 98 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 94.8% and 52 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 the first six months of 2020 as compared to the same period in 2019. In order to make reasonable comparisons, the service call date was used, rather than when the bill was received.

	<u>Calls</u>	<u>Total Cost</u>	<u>Agreement Savings</u>	<u>Billed to Customer</u>
2019	75	\$48,512	\$9,765	\$0
2020	84	\$43,400	\$16,932	\$4,640

Twelve customers have been billed a total of \$4,640, and the use of eight pump cores from stock saved an expense of \$12,763.21.

The year-to-date (1/1/20 through 6/30/20) summary for PA One Call activity was attached to Mr. Spielman's report. There were 465 tickets delivered and 465 total responses received, making a 100% response rate.

Our new electric generation rate went into effect in April. The total electric bill for the first five months of 2020 was \$10,395.79 as compared to the same period in 2019 of \$10,747.76. While the total reduction in billing for the period is slight, it is particularly significant because the actual energy usage has increased approximately 25%. Mr. Spielman attributes the increase to the fact that a significant portion of our Township population is "sheltering at home".

The Township-owned pole line in Scott Park which has not been used or maintained since the Township acquired the property has been "made safe" by PECO. At Mr. Spielman's request, the PECO-owned transformer has been removed and the service span of wire removed.

Mr. Spielman has postponed the rehab work on the force main at the Bortondeale pump station. Due to a miscommunication with Middletown Sewer Authority, they were unable to include their share of this work in their current budget. He will provide the necessary information to Middletown so that they can include it in their next budget.

The sharing of call-out responsibility between Kelly and Close Engineers and Mr. Spielman originally scheduled to start June 1, 2020 was delayed due to the Covid-19 situation. Mr. Spielman anticipates that call-out sharing will begin by August. The majority of after-hour emergencies are for PA One Call. He expects the change to have minimal impact on our budget.

There was a lengthy discussion on Aqua, Delcora, and the 537 Plan after which it was agreed to form a committee made up of Messrs. Matson, Powell, and Weinrich. Mr. Kelly will tell Council at the Zoom meeting tomorrow night that the Authority

had a discussion and formed a committee who will be forwarding the Authority's comments regarding the situation to Council.

REPORTS OF COMMITTEES

No reports. The committees did not meet due to the declaration of a National Emergency regarding the Covid-19 pandemic.

REPORTS OF CONSULTANTS

MR. JAMES P. KELLY, ENGINEER

With regard to the sanitary sewer mapping project, District 4 (Braves Trail pump station), District 5 (Media Station), District 6 (Bortondale), and Districts 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 10 (Ridley Creek LPSS North) is 90% complete; District 8 (CDCA/Farnum Road) is 75% complete; District 9 (Ridley Creek LPSS South) is 60% complete, District 10A (Toft Woods) is 50% complete, and District 7 (Wooded Way LPSS) is 25% complete.

Regarding District 1 sewer cleaning, year one: cleaning and televising in residential roads is 90% complete and in state roads and easements, it is 0% complete. On July 2, 2020, the contractor was cleaning from MH 1-8 to MH 1-13, both located on W. Ridge Road, when his hose became stuck somewhere in between. The contractor's camera was eventually able to televise from MH 1-13 towards the blockage where it was discovered that there was a manhole with a drop connection located in-between MH 1-8 and MH 1-13 in the front yard of 114 W. Ridge Road. A crew from KBX Golden who had been called on-site by Mr. Spielman was able to locate, unearth, and open the manhole and retrieve the hose.

MR. ROBERT L. PINTO, SOLICITOR

Mr. Pinto had no report.

MISCELLANEOUS

Ms. Hall noted that she had sent out an extra notice with the sewer bills reminding residents not to throw grease or wipes in their sewer systems in addition to including that information on the bills themselves.

MOTIONS AND RESOLUTIONS

MOTION: Mr. Robert Powell moved to adopt Resolution 2020-07-08-01 ratifying and approving the conversion of all or a portion of the guaranteed sewer revenue notes, 2009 series and 2012 series to a loan fixed rate, the acceleration of principal repayments to provide more level annual debt service payments, and the repeal of any inconsistent resolutions. Seconded by Mr. Walter J. Weinrich. Motion carried unanimously. (MOTION 20-07-20)

MOTION: Mr. Walter J. Weinrich moved to adjourn the meeting of July 8, 2020. Seconded by Mr. Matthew B. Hayes. Motion carried unanimously. (MOTION 20-07-21)

The meeting ended at 8:40 p.m.

The next meeting will be on August 12, 2020.

Respectfully submitted,

**Mrs. Stella B. Thompson
Approved _____**

UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MOTIONS FOR 2020
JULY

- 15. Approval of the minutes of the meeting of March 11, 2020 as presented.**
- 16. Ratification of the payment of items on the Voucher List of April 8, 2020 as presented.**
- 17. Ratification of the payment of items on the Voucher List of May 13, 2020 as presented.**
- 18. Ratification of the payment of items on the Voucher List of June 10, 2020 as presented.**
- 19. Ratification of the payment of items on the Voucher List of July 8, 2020 as presented.**
- 20. Adoption of Resolution 2020-07-08-01 ratifying and approving the conversion of all or a portion of the guaranteed sewer revenue notes, 2009 series and 2012 series to a loan fixed rate, the acceleration of principal repayments to provide more level annual debt service payments, and the repeal of any inconsistent resolutions.**
- 21. Adjournment of the meeting of July 8, 2020.**

