

**UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
SEPTEMBER 12, 2018**

The monthly meeting of the Upper Providence Township Sewer Authority was held on September 12, 2018 in the Township building. It was called to order at 7:30 p.m. by Chairman, Michael Byrne.

Those attending: Mr. Michael Byrne
Mr. David Decker
Ms. Patricia Hall, Office Manager
Mr. Matthew B. Hayes
Ms. Eileen Joseph
Mr. James P. Kelly, P. E.
Mr. Eugene O'Brien
Mr. Robert L. Pinto, Solicitor
Mr. Richard T. Spielman, Jr., Operations Manager
Mr. Walter J. Weinrich, Esq.

PUBLIC COMMENT

None.

MINUTES

The minutes of the meeting of August 8, 2018 were reviewed.

MOTION: Mr. Eugene O'Brien moved to approve the minutes of the meeting of August 8, 2018 as presented. Seconded by Ms. Eileen Joseph. Motion carried unanimously. (MOTION 18-09-30)

INCOME AND EXPENSES

MOTION: Mr. Walter J. Weinrich moved to approve the voucher list of September 12, 2018. Seconded by Mr. Eugene O'Brien. Motion carried unanimously. (MOTION 18-09-31)

Ms. Hall stated that all the expenses on the voucher list have been included in the budget. She noted that she had received payment in the amount of \$50,903.71 from our insurance carrier, Gallagher Bassett, for the storm damages experienced by the Sewer Authority. Mr. Byrne acknowledged Ms. Hall's work in the successful receipt of this payment.

She called the board's attention to Mr. Russ McIntosh's engagement letter submitting his proposal for assistance in the preparation of the Authority's 2019 budget and noted that this would need a motion.

She referred to two handouts from PLGIT with an overview of Act 10 of 2016, and explained that PLGIT is offering more accounts with different investments at more interest. The Authority now has a PLGIT/Plus Class account with an interest rate (in August) of 1.89%. PLGIT/Prime has a 2.13% interest rate. She felt the board might want to consider changing our PLGIT/Plus account to the PLGIT/Prime account. A lengthy discussion followed about funds in our checking account. Ms. Hall noted that we should maintain about an \$800,000.00 balance in the checking account to avoid paying for bank services and expenses. It was agreed to transfer the excess funds left over after allowing for this balance.

MOTION: Mr. David Decker moved to transfer to the PLGIT/Prime account the PLGIT/Plus Class account and the excess of funds in the checking account after allowing for the money necessary to maintain allowances for bank services. Seconded by Ms. Eileen Joseph. Motion carried unanimously. (MOTION 18-09-32)

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 (227 customers) 211 permits and pumps; Phase Two (189 customers) 185 permits and 184 pumps; Phase Three (121 customers) 120 permits and pumps; Phase Four (85 customers) 79 permits and 77 pumps; Phase Five (155 customers) 149 permits and pumps, Phase Six (184 customers) 172 permits and pumps; Phase Seven (75 customers) 70 permits and pumps; Phase Eight (134 customers) 126 permits and 125 pumps; Phase Nine (104 customers) 93 permits and 88 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 90.6%. A total of 78 pumps have not been issued.

Mr. Spielman noted that a check for \$50,903.71 has been received from our insurance claim for the March storm damage.

Two new pumps have been ordered for the Bortondale pump station to replace the unrepairable, high-head pump currently out of service and the other matching pump. Each pump costs approximately \$15,500.00.

A new fence has been installed at the Valley View pump station to house our new mobile generator. A transfer switch has become available for us through KBX at no

cost. The transfer switch facilitates the automatic operation of the generator in the event of a power failure to the station. The work to install the switch and establish the automatic back-up for the station should be completed in the next few weeks.

With the above additions, six of our ten stations have backup power on site. Three of the generators are portable and can be used at any station. The Bortondale generator is over 25 years old and its replacement should be considered as part of our 2019 budget discussions.

REPORTS OF CONSULTANTS

MR. JAMES P. KELLY, ENGINEER

Regarding the sanitary sewer mapping of the area north of Route 1, Service Areas Four, Five, Six, Seven, Eight, and Nine have been completed. Service Area Three is 25% complete.

In the area south of Route 1, District Four (Braves Trail pump station) is 100% complete, District Five (Media Station pump station) is ongoing and is 50% complete, and District Six (Bortondale pump station) is ongoing and is 80% complete.

With respect to sewer cleaning, gravity mains to be serviced in Districts Four, Five, and Six are 100% complete. In a letter to Ms. Hall attached to his report, Mr. Kelly has made a recommendation for payment in the amount of \$16,552.40 to be released to Video Pipe Services, Inc., with 10% (\$1,839.16) to be withheld until completion of this contract.

One pump has been installed since last month.

MR. ROBERT L. PINTO, SOLICITOR

While he had no formal report, he did give a brief history of the Authority's relationship with a former investment firm.

MOTIONS AND RESOLUTIONS

MOTION: Mr. Eugene O'Brien moved to accept HRG's proposal to assist the UPTSA with the preparation of the 2019 budget at an estimated cost of \$6,500.00. Seconded by Ms. Eileen Joseph. Motion carried unanimously. (MOTION 18-09-33)

MISCELLANEOUS

KBX REPORT FOR THE MONTH OF AUGUST

Mr. Marchionne replaced a check valve on Hillendale Road and made two low-pressure force main repairs on Kimberwick Drive and one on Bridle Lane.

He made two calls to the Letitia Lane pump station where he installed a generator, power cord and 110 volt outlet and tested the system for proper operation. He responded to two power failure alarms at the Bortondale pump station.

He responded to high water alarms at the Valley View, Media Station, Braves Trail, and Winter Street pump stations. He monitored the stations until the incoming flow subsided and the pumps returned to normal operation. He made two additional calls to Media Station for power failure alarms and five more calls to Braves Trail for lag alarms and one to check the switches.

He is recommending replacement of the impeller on side #2 at Braves Trail.

MOTION: Mr. David Decker moved to adjourn the meeting of September 12, 2018.
Seconded by Ms. Eileen Joseph. Motion carried unanimously.
(MOTION 18-09-34)

The meeting ended at 8:04 p.m.

The next meeting will be on October 10, 2018.

Respectfully submitted,

Mrs. Stella B. Thompson
Approved _____

UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MOTIONS FOR 2018
SEPTEMBER

- 30. Approval of the minutes of the meeting of August 8, 2018 as presented.**
- 31. Approval of the voucher list of September 12, 2018 as presented.**
- 32. Approval to transfer to the PLGIT/Prime account the PLGIT/Plus Class account and the remainder of the funds in the checking account after allowing for the money necessary for the Authority to maintain allowances for bank services.**
- 33. Acceptance of HRG's proposal to assist the UPTSA with the preparation of the 2019 budget at an estimated cost of \$6,500.00.**
- 34. Adjournment of the meeting of September 12, 2018.**

