

**UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
APRIL 13, 2022**

The meeting of the Upper Providence Township Sewer Authority was held on Wednesday, April 13, 2022. It was called to order at 7:30 p.m. by 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. Gregory M. Mallon, Esq.
Mr. Kevin M. Matson, Operations Manager
Ms. M. Elizabeth Naughton-Beck, Solicitor
Mr. Brad Pappal (new member)
Mr. Robert Powell
Mr. Edwin Reardon

Others attending: Ms. Christen Rexing, Birnam Woods Lane (Township Council)
Mr. Don Vymazal, Township Manager

ELECTION OF OFFICERS

Mr. Hayes appointed Mr. Robert Powell as temporary chairman for the purpose of the election of officers for 2022 for the Upper Providence Township Sewer Authority. Mr. Powell reviewed the election process and job duties of the officers for the new board members.

MOTION: Mr. Robert Powell moved to nominate the following slate of officers for 2022: Mr. Matthew B. Hayes as Chairman; Mr. Robert Powell as Vice-Chairman; and Mr. Vincent DelVacchio as Treasurer. Seconded by Mr. Matthew B. Hayes. Motion carried unanimously. (MOTION 22-04-24)

Mr. Gregory M. Mallon was elected as Secretary of the UPTSA for 2022 at the January 12, 2022 reorganization and election meeting.

Mr. Hayes assigned members to the three committees as follows: Engineering – Messrs. Brad Pappal, Robert Powell, and Matthew B. Hayes; Finance - Messrs. Vincent DelVacchio, Edwin Reardon, and Matthew B. Hayes; and Personnel and Administration – Messrs. David Daniel, Gregory M. Mallon, and Matthew B. Hayes.

MOTION: Mr. Gregory M. Mallon moved to approve Messrs. Brad Pappal, Robert Powell, and Matthew B. Hayes as members of the Engineering Committee for 2022. Seconded by Mr. David Daniel. Motion carried unanimously. (MOTION 22-04-25)

MOTION: Mr. Gregory M. Mallon moved to approve Messrs. Vincent DelVacchio, Edwin Reardon, and Matthew B. Hayes as members of the Finance Committee for 2022. Seconded by Mr. David Daniel. Motion carried unanimously. (MOTION 22-04-26)

MOTION: Mr. Vincent DelVacchio moved to approve Messrs. David Daniel, Gregory M. Mallon, and Matthew B. Hayes as members of the Personnel and Administration Committee for 2022. Seconded by Mr. Gregory M. Mallon. Motion carried unanimously. (MOTION 22-04-27)

PUBLIC COMMENT

Mr. Daniel welcomed the new member to the board and expressed thanks for the work and service to the Sewer Authority by former chairman, Mr. Michael Byrne.

MINUTES

The minutes of the meeting of March 9, 2022 were reviewed.

MOTION: Mr. Robert Powell moved to approve the minutes of the meeting of March 9, 2022 as presented. Seconded by Mr. Gregory M. Mallon. Motion carried unanimously. (MOTION 22-04-28)

INCOME AND EXPENSES

With reference to the March 9, 2022 voucher list, Ms. Hall noted a small interest payment. While she was not present at the March meeting, all the bills on the March voucher list were paid as of March 28, 2022. She noted our purchase of ten pumps from Site Specific and suggested taking that money out of the PLGIT/Prime account and putting it into our PLGIT Class account to reimburse ourselves for the cost of buying those pumps. This was agreed to. In addition, she suggested taking the interest for the 2022 loan out of the loan funds and putting it into our Class account because it can be paid from the loan funds. This was also agreed to.

MOTION: Mr. Robert Powell moved to approve payment of the DelVal loan 2022 monthly interest payments from the DelVal loan 2022 account in addition to payment of the expenses we have already paid to reimburse the Authority, using the DelVal loan 2022 proceeds. Seconded by Mr. Gregory M. Mallon. Motion carried unanimously. (MOTION 22-04-29)

MOTION: Mr. David Daniel moved to ratify the action taken at the March 9, 2022 meeting to pay the voucher list of March 9, 2022 in the amount of \$237,266.25 as presented. Seconded by Mr. Gregory M. Mallon. Motion carried unanimously. (MOTION 22-04-30)

Ms. Hall noted that Item #21 on the April 13 voucher list is for one-month interest payment on the new 2022 note.

MOTION: Mr. Gregory M. Mallon moved to approve the voucher list of April 13, 2022 in the amount of \$118,750.46 as presented. Seconded by Mr. David Daniel. Motion carried unanimously. (MOTION 22-04-31)

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	69	\$29,151.72	Costs of pumps/cores - \$47,230.00

There are 1,662 E-One grinder pumps in our system. The purchase of ten pump cores was approved at the January meeting, and Mr. Matson noted that we have two left. He would like to order more to stay ahead of the replacements. A discussion followed.

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	184
Field Marked	520	1125	244
Other	<u>94</u>	<u>169</u>	<u>30</u>
Total	1069	2207	461 (trending to 1870 calls by <u>12/31/2022</u>)
Response Rate	100%	99.95%	80.23%

The bid opening for the UPTSA 2006 Ford van was held on March 10, 2022 with a bid price of \$7,300. Mr. Matson recommends awarding the bid to Shaun McCarron, the high bidder. There was a discussion about whether a motion was

necessary to award the bid. A motion approving the sale of the van was made at our February 9, 2022 meeting.

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. Contractors have submitted cut sheets and some submittals. The project appears to be on schedule for end-of-summer construction. Mr. Kelly mentioned an earlier meeting he had with Aqua and the subject of directing the force main into the Aqua wastewater treatment plant.

Charles Higgins & Sons, Inc. has submitted his first request for payment of materials. Mr. Kelly will process the request and forward it to Mr. Matson with his recommendation.

Regarding sewer mapping, data is being collected on newly-installed pumps when applicable, to be added to the web map.

Mr. Kelly will coordinate with MDVP in April to confirm the starting date for sewer cleaning and televising.

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

MS. M. ELIZABETH NAUGHTON-BECK, SOLICITOR

At the March meeting, Ms. Naughton-Beck had asked that a motion be made to accept the Assignment of Easement and Right-of-Way Agreements and Conveyance of Sanitary Sewer Facilities from Middletown Township Sewer Authority and to include an invoice from Land Services USA, Inc. on the voucher list.

MOTIONS AND RESOLUTIONS

MOTION: Mr. Gregory M. Mallon moved to accept the Assignment of Easement and Right-of-Way Agreements and Conveyance of Sanitary Sewer Facilities from Middletown Township Sewer Authority and to include the invoice from Land Services USA, Inc. on the April 13, 2022 voucher list. Seconded by Mr. Robert Powell. Motion carried unanimously. (MOTION 22-04-32)

MISCELLANEOUS

Mr. Hayes brought up the idea of using Dropbox for Authority minutes.

MOTION: Mr. David Daniel moved to adjourn the meeting of April 13, 2022. Seconded by Mr. Vincent DelVacchio. Motion carried unanimously. (MOTION 22-04-33)

The meeting ended at 8:30 p.m. The next meeting will be on May 11, 2022.

**Respectfully submitted,
Mrs. Stella B. Thompson**

Approved _____

UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MOTIONS FOR 2022
APRIL

- 24. Nomination of the following slate of officers for 2022: Mr. Matthew B. Hayes as Chairman; Mr. Robert Powell as Vice-Chairman; and Mr. Vincent DelVacchio as Treasurer.**
- 25. Approval of Messrs. Brad Pappal, Robert Powell, and Matthew B. Hayes as members of the Engineering Committee for 2022.**
- 26. Approval of Messrs. Vincent DelVacchio, Edwin Reardon, and Matthew B. Hayes as members of the Finance Committee for 2022.**
- 27. Approval of Messrs. David Daniel, Gregory M. Mallon, and Matthew B. Hayes as members of the Personnel and Administration Committee for 2022.**
- 28. Approval of the minutes of the meeting of March 9, 2022 as presented.**
- 29. Approval of the payment of the DelVal loan 2022 monthly interest payments from the DelVal loan 2022 account in addition to payment of the expenses we have already paid to reimburse the Authority, using the DelVal loan 2022 proceeds.**
- 30. Approval to ratify the action taken at the March 9, 2022 meeting to pay the voucher list of March 9, 2022 in the amount of \$237,266.25 as presented.**
- 31. Approval of the voucher list of April 13, 2022 in the amount of \$118,750.46 as presented.**
- 32. Acceptance of the Assignment of Easement and Right-of-Way Agreements and Conveyance of Sanitary Sewer Facilities from Middletown Township Sewer Authority and inclusion of the invoice from Land Services USA, Inc. on the April 13, 2022 voucher list.**
- 33. Adjournment of the meeting of April 13, 2022.**

