

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

The meeting of the Upper Providence Township Sewer Authority was held on Wednesday, July 13, 2022. It was called to order at 7:30 p.m. by Chairman, 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
Mr. Edwin Reardon

Those not attending: Mr. Robert Powell

Others attending: Mr. Jay Jacobs, Dora Drive
Mr. Don Vymazal, Upper Providence Township Manager

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

None.

MINUTES

The minutes of the meeting of June 8, 2022 were reviewed.

MOTION: Mr. Gregory M. Mallon moved to approve the minutes of the meeting of June 8, 2022 as presented. Seconded by Mr. Edwin Reardon. Motion carried unanimously. (MOTION 22-07-44)

INCOME AND EXPENSES

MOTION: Mr. Gregory M. Mallon moved to approve the voucher list of July 13, 2022 as presented. Seconded by Mr. Edwin Reardon. Motion carried unanimously. (MOTION 22-07-45)

Ms. Hall stated that all expenses on the voucher list are included in the budget. She noted that with regard to the Bortondale Station project, she has paid Kelly Engineers and Surveyors as well as Charles A. Higgins & Sons, Inc. out of the funds

received from the Township for the work they had done. She had met with Mr. Russ McIntosh and they had gone over all the invoices that he thought we could possibly reimburse ourselves from the loan for, since we had been carrying all the expenses for Bortondale. He provided information on what we can and cannot reimburse ourselves for in addition to making up a chart for us. Ms. Hall had sent a copy of that information out to all the board members, who can decide how they want to take that reimbursement. She is suggesting that we take it in one lump sum and put it into our PLGIT Cash Account, which is where we took the money for the interest. She noted that the reimbursement for the Sewer Authority totals \$162,964.38. Mr. Hayes said that we will not need a motion now but should have one at next month's meeting.

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	90	\$79,732.42	Costs of pumps/cores - \$75,052.00

There are 1,664 E-One grinder pumps in our system. Mr. Matson noted that the replacement cost for grinder pumps is slightly higher and we have already replaced 29 pumps this year.

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	374	
Field Marked	520	1125	424	
Other	94	169	43	
Total for year	1069	2207	745	(trending to 1490 calls by 12/31/2022)
Response rate	100%	99.95%	100%	

There was an issue with a resident on 2nd Street where a sub-contractor broke a lateral and sewer backed up into the home. Mr. Matson is trying to obtain as much information as he can on the incident to help the homeowner.

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. The contractor had submitted cut sheets and SDS for review and approval. The legal descriptions and plans for the pump station easements have been completed. They will be submitted to our solicitor for review by the end of this week.

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

Sewer cleaning for this year is complete. Mr. Kelly provided a list of areas which were cleaned during weeks 1 through 4, which ran from June 6 to July 1. He does not have the video tape as yet but, when he does, he will review it and make a recommendation.

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

MS. M. ELIZABETH NAUGHTON-BECK, SOLICITOR

No formal report.

MOTIONS AND RESOLUTIONS

None.

MISCELLANEOUS

Mr. Matson attached a memo to his report, in reponse to a concern of Mr. Powell's about the easement agreement regarding the Rose Tree Park pump station. It contains a location map of the Rose Tree Park facilities, information on the history and current state of the station, and it details existing statistics on the park, the maintenance costs, a second agreement in 2012, and considerations. The County and the UPTSA entered into an agreement in 2003 giving the terms and conditions of the construction of the pump station, gravity lines and force main, and it was

completed in 2008. The County paid for the entire system and they pay \$5,400 annually to the UPTSA for sewer rents/fees. Predominately, the County makes use of “Porta Potties” in the park and there are currently no toilet facilities in use at the park. While the current fees collected from the County do not cover the costs associated with the pump station, the Sewer Authority operates it at a very small loss, and Mr. Matson does not see this as a tremendous liability. He does not foresee this pump station being something we need to unload and it is not problematic.

Mr. Hayes brought up the subject of the tapping fee. There are two components to it...a charge that everyone has to pay (\$3,400) and a charge of \$2,300 for a grinder pump. Ms. Hall has some situations where residents paid the tapping fee at the time the project was built, filled out an application, but never connected. (Many of these homeowners are paying their sewer bills.) Now some of these residents are coming in saying they want to tie in. The Authority said we would provide a grinder pump but we no longer have grinder pumps and have to order them now at a significantly more expensive cost.

Mr. McIntosh said that we could adjust the sewage facilities fee in the tapping fee resolution by: One, we can use the \$2,300, give the resident a credit since they did pay the tapping fee, and charge them the remainder of the cost of the grinder pump. Two, we could actually upgrade the amount of the \$2,300 facilities fee so that it is more up-to-date. It was noted that Mr. Spielman had earlier sent out a letter to the homeowners saying that if they didn’t connect in a timely fashion, there wouldn’t be a pump available. Mr. Hayes noted that the resolution will have to be updated.

Mr. Hayes noted that Ms. Hall has done research into software upgrades. Freedom Systems is the company that provides our accounting services and they have given us a quote (\$2,990) to upgrade the software package to allow electronic payments. He said that we will work out details and make a motion to adopt this.

MISCELLANEOUS

None.

MOTION: Mr. Gregory M. Mallon moved to adjourn the meeting of July 13, 2022. Seconded by Mr. David Daniel. Motion carried unanimously.
(MOTION 22-07-46)

The meeting ended at 8:49 p.m. The next meeting will be on August 10, 2022.

Respectfully submitted,
Mrs. Stella B. Thompson

UPPER PROVIDENCE TOWNSHIP SEWER AUTHORITY
MOTIONS FOR 2022
JULY

- 44. Approval of the minutes of the meeting of June 8, 2022 as presented.**
- 45. Approval of the voucher list of July 13, 2022 as presented.**
- 46. Adjournment of the meeting of July 13, 2022.**