

**LOWER POTTS GROVE TOWNSHIP AUTHORITY    September 8, 2014**

The Lower Pottsgrove Township Authority held their regularly scheduled meeting on Monday, September 8, 2014 the meeting was called to order at 7:00 p.m. The following attended:

James Toth, Chairman	Edward Wagner, Manager
David Richards, Treasurer	Stephen Kalis, Solicitor
Mark Loshnowsky, Secretary	Chad Camburn, Engineer
Jim Krynski	Kathy Kurtas
Mr. McGeehan-Absent	Richard Yoder, Sewer Foreman
	Bruce Foltz, Commissioner

Mr. Toth announced that the meeting was being recorded.

**COMMENTS FROM VISTORS:** None

**APPROVAL OF AUTHORITY MINUTES:** Mr. Krynski motioned to approve the minutes of August 11, 2014 and Mr. Richards seconded the motion and unanimously approved by a 4-0 vote.

**OLD BUSINESS:**

**Developers' Discussion & Update (CAP) and (CMP)---**Mr. Camburn reviewed the CAP/CMP summary report with the Board and reported that the Township staff completed in July and August 21 sewer inspections as part of the I & I reduction program. Mr. Camburn also reported that 60 feet of sewer line was replaced to repair a sag in the line at 1366 Randy Drive and that we had one significant rainfall of 1.23 inches on July 27th and no wet weather SSOs were observed.

**Consent Order & Agreement----**reported under CAP/CMP

**Borough Authority Meeting---**Mr. Wagner reviewed the highlights of the meeting with the Board and talked about the Borough's Five ( 5) year Capital Plan and said that he is waiting for clarification from Bob Plenderleith that the numbers are indeed correct. Once that is confirmed he will put this in the Fund 10 for Capital account for 2015.

Mr. Wagner referred to the Third Party Study that was in the Authority packets that LPTA received a 4 out of 5 rating for I & I work completed, this is really a good rating compared to the other townships involved. Mr. Wagner also stated that West Pottsgrove Township would like to have a seat at the table at the Pottstown Borough Authority. Mr. Wagner asked the Authority members if they felt we should have a seat as well, they all collectively agreed. Mr. Wagner will make this request to have a seat at the next joint authority meeting. Mr. Wagner asked if they were any other comments, Mr. Yoder and Mr. Camburn responded that some changes have to be made due to some factual errors on the draft and that this will be discussed at the joint meeting with the Borough and Municipalities in the near future.

**Motion to Award Sewer Metering Contract---**Mr. Camburn provided the Board with two quotes for the sewer metering contract and stated that W. G. Malden was the lowest quote at \$23,000.00. Mr. Camburn said they have worked with W. G. Malden in the past and like the work they do, with that being said Mr. Camburn asked the Board to award the metering contract to W. G. Malden for \$23,000.00 based on 10 metering sites for 4 months. Mr. Loshnowsky made a motion to award the sewer metering contract to W. G. Malden subject to Solicitor Kalis's review and approval and Mr. Krynski seconded the motion and unanimously approved by a 4-0 vote.

## **NEW BUSINESS:**

**1630 E. High Street EDU Reduction**—Mr. Wagner spoke to the Board in regards to an email request from Vera Lee Kang property manager for 1630 E. High Street requesting a reduction in EDU's. The property currently has 12 EDU's which they feel is an excessive amount. Ms. Lee has provided us with 2 years of water records that were reviewed by our engineer Mr. Camburn. Mr. Wagner said that after meeting with Ms. Lee it was determined that the EDU's could be reduced from 12 EDU's to 6 EDU's based on the water records. Mr. Wagner also made Ms. Lee aware that if the property depending on the tenants and the usage that there is a possibility that more EDU's may need to be purchased in the future at the current EDU commercial rate of \$5,720.00 per EDU. Mr. Kalis mentioned that the EDU reduction agreement will need to be signed as we have done in the past for other commercial users before the EDU reduction will be effective.

A motion was made by Mr. Richards to approve the reduction of EDU's from 12 to 6 for the property located at 1630 E. High Street subject to entering into the forfeiture and abandonment agreement and Mr. Loshnowsky seconded and unanimously approved by a 4-0 vote with an effective date of October 1, 2014.

**Review and Discuss Proposals for a Backup Assistant to Richard Yoder**---Mr. Wagner reviewed with the Board the annual cost for our Sewer Employees and also the costs for a back up assistant for Mr. Yoder. Mr. Wagner suggested hiring a full time employee as of the first of the year so they could train with Mr. Yoder for a period of 7 months in order for him/her to obtain a Class E Collection System License and have a mandatory training of one (1) year as required for the Pennsylvania Department of Environmental Protection. In the meantime M & B Environmental, Inc. will provide backup assistant for a 6 month term to Mr. Yoder. Commissioner Foltz asked and just wanted to confirm that they will be just hiring a subcontractor for now and not a full time employee and Mr. Wagner confirmed that it would just be a subcontractor for a period of 4 hours a week for 6 months effective October 1, 2014. After a discussion with the Board it was determined that they would like to hire M & B Environmental to provide backup assistant at a rate of \$897.00 per month.

A motion was made by Mr. Loshnowsky to hire M & B Environmental Inc. as a backup assistant for a period of 6 months subject to the solicitor's review and approval of the contract and Mr. Krynski seconded and unanimously approved by a 4-0 vote.

**Telog Data Units**--- Mr. Yoder talked to the Board about Telog data units that collect flow data for the Borough in the areas of Home Depot, Actions Sports, and Industrial Highway. He said that (3) of these units are dated back to the 1980's and once they go they will be hard to replace. Mr. Yoder received a quote from Technical Devices Inc. for (3) data logger units at a cost of \$450.00 each for a total of \$1350.00 and said he would be able to install them and enter the data. After a brief discussion with the Board on the need of the Telog Data Units it was decided that they should be purchased. A motion was made by Mr. Krynski to purchase the Telog Data Units at the total price of \$1350.00 and Mr. Loshnowsky seconded the motion and unanimously approved by a 4-0 vote.

**Borough of Pottstown Unused Capacity**---Mr. Camburn reported to the Board that the PBA's unused capacity report has been reviewed and accurately agrees with the LPTA's flow data.

**September 8, 2014**  
**FINANCIAL REPORT**

**I. TREASURERS REPORT:**

Mr. Richards read the Treasurer's Report for September 8, 2014

A motion was made by Mr. Loshnowsky and seconded by Mr. Richards and unanimously passed by a 4-0 vote to approve the Treasurer's Report of September 8, 2014.

<b>SEWER REVENUE ACCOUNT</b>	<b>\$2,368,933.98</b>
<b>CAPITAL IMPROVEMENT RESERVE</b>	<b>\$1,148,244.21</b>
<b>WELLS FARGO 2011 BOND ISSUE</b>	<b>\$ 81,225.05</b>

**II. BILLS FOR PAYMENT**

Mr. Kalis presented the following bills for payment:

**CAPITAL BILLS**

**SEWER CAPITAL RESERVE PLGIT**

<b>BURSICH ASSOCIATES-I&amp;I Study</b>	<b>\$ 1,221.97</b>
<b>W R FRIEL EXC-Randy Dr Repairs</b>	<b>\$ 6,821.81</b>

**WELLS FARGO 2011 BOND ISSUE REQUISITIONS**  
**NONE**

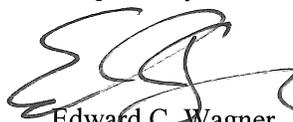
**OPERATING ACCT REQUISITIONS**

<b>00-353 BURSICH ASSOCIATES</b>	<b>\$ 2,475.75</b>
<b>00-354 FOX ROTHSCHILD, LLP</b>	<b>\$ 736.50</b>

A motion was made by Mr. Richards and seconded by Mr. Loshnowsky and unanimously passed by a 4-0 vote to approve the bills for payment as presented.

There being no further business, the meeting adjourned at 7:32 p.m. The next meeting is scheduled for October 13, 2014.

Respectfully submitted,

  
Edward C. Wagner  
Manager