

**LOWER POTTS GROVE TOWNSHIP AUTHORITY    OCTOBER 13, 2014**

The Lower Pottsgrove Township Authority held their regularly scheduled meeting on Monday, October 13, 2014 the meeting was called to order at 7:00 p.m. The following attended:

Joseph McGeehan, Vice Chairman	Edward Wagner, Manager
David Richards, Treasurer	Stephen Kalis, Solicitor
Mark Loshnowsky, Secretary	Chad Camburn, Engineer
Jim Krynski-Absent	Kathy Kurtas
James Toth-Absent	

Mr. McGeehan announced that the meeting was being recorded.

**COMMENTS FROM VISTORS:** None

**APPROVAL OF AUTHORITY MINUTES:** Mr. Richards motioned to approve the minutes of September 8, 2014 and Mr. Loshnowsky seconded the motion and unanimously approved by a 3-0 vote.

**OLD BUSINESS:**

**Sewer Engineering Report**---Mr. Camburn provided the Authority Board with a summary report and reviewed some of the information that was discussed at the meeting with the PBA. Mr. Camburn said that the Borough provided us with the flows that were identified through metering to the treatment plant and are used for the percentage of O & M of the wastewater treatment costs. In reviewing the flows we have identified a significant error in their numbers and in coordination with the Borough as well as the Finance Department we were able to reduce the number of flows by approximately 100 million gallons. Mr. Camburn stated that this error would have inflated LPTA's operation and maintenance cost by over \$155,000 in 2014 & 2015. Mr. Camburn also briefly reviewed the CAP/CMP report and noted that there were (5) sewer inspections performed, and that M.G. Malden installed (10) flow meters in (10) locations but we do not have any good data currently because we had no significant rain events.

Mr. Camburn also spoke about JMT third party evaluation for the PBA treatment plant and review and said we are waiting for their final report. Mr. McGeehan asked when we can expect the final report. Mr. Wagner will follow up with the Borough Manager to get a date when the final report will be ready and get back to the Authority Board. Mr. Camburn mentioned that the Pottstown Medical Associates building (Eye Consultants of PA) requested historic flow data which was provided to them because of an anticipated subdivision for the Home Depot property. Mr. Camburn concluded with the review of the Borough's amended FOG ordinance which the Borough has condensed and simplified as far as the penalties that go along with the FOG. Mr. Wagner and Mr. Kalis also read the ordinance and were in agreement with Mr. Camburn.

**Borough Authority Meeting**---Mr. Wagner reviewed the highlights of the October 2, 2014 meeting provided to the Board in their packets and discussed the operating costs and said currently we are making payments of \$463,000.00 to the Borough for operating costs and at the end of the year will be about \$415,000.00 because of Mr. Camburn's findings on the flows from the treatment plant, this will give us a credit of about \$48,000.00 in 2015. Mr. Wagner also provided the Board with a spread sheet and reviewed the various capital improvements to be made by the Borough.

Mr. Wagner updated the Board on the JMT presentation scheduled for October 21, 2014 at 7:00 PM at Borough Hall in regards to the final report. Mr. Wagner said a letter was issued to JMT on September 12, 2014 on

approximately 11 items to be addressed at the meeting. Mr. Wagner and Mr. Camburn encouraged the Authority to attend this meeting at the Borough Hall.

Mr. McGeehan asked if the having a seat on the Pottstown Borough Sewer Authority is still a possibility. Mr. Wagner responded that they still want a seat at the table and expressed interest at the last Borough meeting that we want a seat at the table as well as the other municipalities involved. Mr. Wagner suggested rotating the municipalities to have one Pottsgrove Municipality attend these meetings then rotate the municipality the next year and so on. After discussion with the Board on this issue it was determined that we as an Authority will continue to try to get a seat.

#### **Update on W. G. Malden Meter Installation Project—Reviewed under Sewer Engineering Report.**

#### **NEW BUSINESS:**

**Presentation on 2015 Operation & Capital Sewer Budgets---**Mr. Wagner reviewed a draft of the 2015 Operation & Sewer Budgets and touched on some of the highlights. Mr. Wagner recommends that there be no increase to sewer rent which will remain \$136.00 per quarter, and also in the budget the hiring of one full time employee starting sometime after January 1, 2015 to train with Mr. Yoder for approximately 8 months. This new employee would have to be here for a term of one year before he or she could get full licensing and or decide whether to have Mr. Yoder or a third party carry the license. Mr. Wagner recommended selling one of the trucks at an estimated cost of \$15,000.00 and also touched on the increase of health insurance costs. Mr. Wagner said that overall the annual surplus is approximately \$314,670.00 and that out of that surplus \$250,000.00 would be transferred into the Capital Reserve Fund for any future expenses.

Mr. Wagner went over with the Board the expenses in the 5 year Capital Plan along with the LPTA capital estimated construction costs. Mr. Wagner met with Mr. Camburn, Mr. Smith, and Mr. Yoder and it was recommended to put \$140,000.00 towards capital improvements next year which includes \$81,000.00 for Sanatoga Lake Pump Station, \$30,000.00 for Porter Road Pump Station and \$19,000.00 for Villa Drive. Mr. Wagner talked about the need for ventilation improvements and a generator for Villa Drive to eliminate the constant alarms that go off because of the 3 phase system. If we had a generator it would eliminate having to pay for employee overtime to check the station. He would also like to be able to monitor the flows at Villa Drive as we do with the other two pump stations and said that these improvements are to be determined.

In addition we have \$50,000.00 for design work to come in 2015 for Sanatoga Pump Station due to new development as well as a recommendation for additional \$150,000.00 to put into I & I next year. Mr. Wagner also said that we would look possibly into the purchase of two used meters to monitor the flows with an estimated cost of approximately \$10,000.00 but we may be able to do better than that per Mr. Camburn. Mr. Camburn said that these meters would replace the ones in place now that are no longer usable. In conclusion Mr. Wagner said he feels this is a very conservative budget and asked the Board if there were any questions.

Mr. McGeehan asked what the makeup of the \$500,000.00 for 2016 for the Sanatoga Pump Lake Station upgrades? Mr. Camburn responded that these were engineering and construction costs and referred to the breakdown of some of the work that needs to be done but in addition to that you are looking at new pumps, electrical work etc. to answer Mr. McGeehan's question. Mr. Wagner stated that he will be scheduling meetings with developers who are planning to tie their sewer flows to the pump station and explain why the township needs to upgrade the Sanatoga Lake Pump Station. Without the upgrades there is high possibility that Pennsylvania Department of Environmental Protection will not give approval for the individual sewage facilities planning module. It is very important that we start the design process in 2015 so that the Authority is in position for either the township or the developer to commence construction in 2016.

**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.

**October 13, 2014**  
**FINANCIAL REPORT**

**I. TREASURERS REPORT:**

Mr. Richards read the Treasurer's Report for October 13, 2014.

A motion was made by Mr. Loshnowsky and seconded by Mr. McGeehan and unanimously passed by a 3-0 vote to approve the Treasurer's Report of October 13, 2014. Mr. Richards read the Treasurers report again to reflect a change in the Wells Fargo 2011 Bond Issue and the motion approved was amended.

<b>SEWER REVENUE ACCOUNT</b>	<b>\$2,779,364.79</b>
<b>CAPITAL IMPROVEMENT RESERVE</b>	<b>\$1,199,436.08</b>
<b>WELLS FARGO 2011 BOND ISSUE</b>	<b>\$ 64,700.05</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>\$ 2,203.00</b>
<b>BURSICH ASSOCIATES-Sanatoga Lake</b>	<b>\$ 673.60</b>
<b>BSI ELECTRICAL-Porter Rd</b>	<b>\$ 3,175.00</b>
<b>TELOG INSTRUMENTS-Data Logger</b>	<b>\$ 1,413.14</b>

**WELLS FARGO 2011 BOND ISSUE REQUISITIONS**

<b>2011-62 BOROUGH OF POTTSTOWN</b>	<b>\$ 16,525.00</b>
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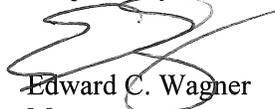
**OPERATING ACCT REQUISITIONS**

<b>00-355 BURSICH ASSOCIATES</b>	<b>\$ 3,066.25</b>
<b>00-356 FOX ROTHSCHILD, LLP</b>	<b>\$ 3,556.10</b>

A motion was made by Mr. Richards and seconded by Mr. Loshnowsky and unanimously passed by a 3-0 vote to approve the bills for payment as presented.

There being no further business, the meeting adjourned at 7:28 p.m. The next meeting is scheduled for November 10, 2014.

Respectfully submitted,

  
Edward C. Wagner  
Manager