

LOWER POTTS GROVE TOWNSHIP AUTHORITY JANUARY 11, 2016

The Lower Pottsgrove Township Authority held their regularly scheduled meeting on Monday, January 11, 2016 the meeting was called to order at 7:00 p.m. The following attended:

James Toth, Chairman	Edward Wagner, Manger
Cody Robbins, Vice Chairman	Stephen Kalis, Solicitor
David Richards, Treasurer	Chad Camburn, Engineer
Mark Loshnowsky, Secretary	Kathy Kurtas
James Vlahos-Absent	

Mr. Toth announced that the meeting was being recorded.

APPROVAL OF AUTHORITY MINUTES: Mr. Robbins motioned to approve the minutes of December 14, 2015 and Mr. Loshnowsky seconded the motion and unanimously approved by a 4-0 vote.

REORGANIZATION OF THE BOARD: Mr. Toth adjourned for the Reorganization of the Board for 2016. A motion to appoint Solicitor Kalis as a temporary chair person was made by Mr. Robbins and seconded by Mr. Loshnowsky and unanimously approved by 4-0 vote. Mr. Kalis then took the floor asked if the Board would like to have the same Slate of Officers as in 2015. Mr. Loshnowsky nominated to keep the same Slate of Officers. A formal nomination of a Slate of Candidates as presented:

James Toth, Chairman
Cody Robbins, Vice-Chairman
Mark Loshnowsky, Secretary
David Richards, Treasurer
James Vlahos, Board Member

Mr. Kalis asked for a motion to close the nominations. Mr. Richards made the motion to close the nominations and Mr. Robbins seconded and unanimously approved by a 4-0 vote. The nominations were then closed and Mr. Kalis asked for a motion to accept the Slate of Candidates as presented. Mr. Robbins motioned to accept the Slate of Candidates as presented and Mr. Toth seconded and unanimously approved by a 4-0 vote. Mr. Kalis turned the meeting back over to Mr. Toth who then asked for a motion to retain our professional consultants.

Mr. Loshnowsky made the motion to retain Fox Rothschild LLP as the Authority Solicitor for 2016 at a rate of \$175.00 per hour and Mr. Richards seconded and unanimously approved by a 4-0 vote. Mr. Loshnowsky made a motion to retain Bursich Associates as the Authority Engineer at a rate of \$129.00 per hour for 2016 and Mr. Richards seconded and unanimously approved by a 4-0 vote.

Motion to approve 2016 Authority Meeting Dates-- Mr. Loshnowsky made the motion to approve the Authority Meeting dates for 2016 as listed: January 11, February 8, March 14, April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 14 and December 12 and Mr. Richards seconded the motion and unanimously approved by 4-0 vote.

Mr. Toth adjourned the reorganization meeting at 7:06 PM and returned to the regular Authority Meeting.

COMMENTS FROM VISITORS: NONE

OLD BUSINESS:

Developers Discussion & Update / December Sewer Engineering Report ---Mr. Camburn expressed his thanks to the Authority for continuing to retain Bursich as their engineering firm, and are looking forward to another successful year in 2016. Mr. Camburn reported the following:

- 12 Sewer Inspections were performed in December as part of the I & I reduction program
- Preparing a change order #4 to increase the contract for the I & I work \$150,000.00 for 2016
- Technical specs and plans for the Sanatoga Lake Pump Station upgrades are now complete
- A copy of the specs and plans have been provided to the developers for Sanatoga Green
- At the Joint Municipal Sewer Meeting it was reported that the operating expenses for the Borough were increased due to the purchase of a Polymer in December 2015
- The PBA will be doing water line leak tests in 2016
- The PBA will be having tours of the treatment plant all are invited

Mr. Wagner said that the developers for Sanatoga Green plan attend the next Authority Meeting to discuss the improvements to the Sanatoga Lake Pump Station and to discuss the EDU remediation fee established by the authority.

Update on Portnoff Resolution 2015-101 Credit/Debit Cards—Mr. Wagner updated the Authority Board on the user fees affiliated with credit/debit cards for the payment of delinquent balances sent to Portnoff Law. He said that we do not have any responsibilities for these fees to use of credit/debit cards. All fees are passed on to the resident and are not deducted from any delinquent monies owed to the Authority.

Update on Backup Arrangement with Rich Yoder—Mr. Wagner said that Mr. Yoder has signed the backup agreement and discussed with the Authority the need for Mr. Yoder to go to classes to continue with his license which expires in September 2016. Mr. Yoder needs a total of 15 contact hours every three years he currently has 6 hours and is willing to get the additional 9 contact hours if the Authority would pay for the training. Mr. Wagner said 5 hours of training is required to attend a Security of Water & Wastewater Facilities class at a cost of \$235.00 and the 4 additional hours of training are available through Delaware Valley Insurance Trust online at no cost.

Mr. Yoder would renew his license for 3 years to serve as backup for Mr. Watson and his current rate of \$35.00 per hour. Mr. Toth asked for a motion to pay for 5 hours of training at a cost of \$235.00 for Mr. Yoder to retain his license. Mr. Loshnowsky made the motion to retain Mr. Yoder as backup for Mr. Watson and to pay for the 5 contact hours of required training and Mr. Richards seconded the motion and unanimously approved by 3-0 vote. Mr. Robbins abstained from the vote.

Highlights on PBA January 6th meeting—Mr. Wagner added some comments about the PBA meeting. He reported that the repair to screw pump E will cost approximately \$100,000 but Pottstown Borough is still waiting to hear back for PIRMA. In addition this year Pottstown Borough budgeted \$3,000,000.00 for various projects which includes sewer line work and they are planning to televise approximately 16,000 feet of lines. Mr. Wagner felt this was a significant amount budgeted to do the work.

NEW BUSINESS:

Approval of Authority Resolutions for 2016

Mr. Kalis gave a brief explanation of each resolution to the Authority Board and asked Mr. Toth if he would like to proceed with a motion to approve the following:

Resolution # 2016-102 Sewer Operating Budget
Resolution # 2016-103 Sewer Capital Fund Budget
Resolution # 2016-104 Sewer Quarterly Rental Fee

Mr. Toth asked for a motion to approve Resolution 2016-102 Operating Budget, Mr. Richards motioned to approve Resolution 2016-102 Sewer Operating Budget and Mr. Loshnowsky seconded the motion and unanimously approved by a 4-0 vote.

Mr. Toth asked for a motion to approve Resolution 2016-103 Sewer Capital Fund Budget, Mr. Richards motioned to approve Resolution 2016-103 Sewer Capital Fund Budget and Mr. Loshnowsky seconded the motion and unanimously approved by a 4-0 vote.

Mr. Toth asked for a motion to approve Resolution 2016-104 Sewer Quarterly Rental Fee, Mr. Richards motioned to approve Resolution 2016-104 Sewer Quarterly Rental Fee, and Mr. Loshnowsky seconded the motion and unanimously approved by a 4-0 vote

Motion to approve Maillie LLP to Conduct the 2015 Audit—Mr. Toth asked for a motion to approve auditors Maillie LLP to conduct the audit for the year 2015. Mr. Loshnowsky motioned to retain Maillie LLP to conduct the 2015 Audit at a cost of \$11,000 and Mr. Robbins seconded the motion and unanimously approved by a 4-0 vote.

January 11, 2016

FINANCIAL REPORT

I. TREASURERS REPORT:

Mr. Richard's read the Treasurer's report dated January 11, 2016

SEWER REVENUE ACCOUNT	\$3,426,566.93
CAPITAL IMPROVEMENT RESERVE	\$ 987,684.56
WELLS FARGO 2011 BOND ISSUE	\$ 31,643.57

A motion was made by Mr. Loshnowsky and seconded by Mr. Robbins and unanimously passed by a vote of 4-0 to approve the Treasurer's Report of January 11, 2016.

BILLS FOR PAYMENT

Mr. Kalis presented the following bills for payment as presented:

CAPITAL BILLS

SEWER CAPITAL RESERVE PLGIT	
BURSICH ASSOCIATES-I&I Study	\$ 2,027.75
WHEL-TECH, Inc.-Mission Monitoring System	\$ 4,569.00
WELLS FARGO 2011 BOND ISSUE REQUISITIONS	
2011-67 BURSICH-Sanatoga Lake PS Design	\$ 2,223.50

OPERATING ACCT REQUISITIONS

00-385 BURSICH ASSOCIATES	\$ 1,682.75
00-386 FOX ROTHSCHILD, LLP	\$ 2,002.95

Mr. Toth asked about Whel-Tech and Mr. Wagner explained that this was the monitoring system at Villa Drive that Mr. Watson uses for the pump station to detect flows on his phone. Listed above was the purchase and installation price for the complete system.

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.

Mr. Toth asked for a motion to adjourn the meeting and Mr. Robbins made the motion to adjourn. The meeting adjourned at 7:25 pm. The next meeting is scheduled for Monday, February 8, 2016.

Respectfully submitted,



Edward C. Wagner
Manager