

## LOWER POTTS GROVE TOWNSHIP AUTHORITY DECEMBER 11, 2017

The Lower Pottsgrove Township Authority held their regularly scheduled meeting on Monday, December 11, 2017 the meeting was called to order at 6:30 p.m. The following attended:

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

Mr. Toth announced that the meeting was being recorded.

**APPROVAL OF AUTHORITY MINUTES:** Mr. Robbins motioned to approve the minutes of November 13, 2017 and Mr. Richards seconded the motion and all unanimously approved by a 5-0 vote.

**COMMENTS FROM VISITORS:** Representatives for Sanatoga Green attended to give an update on the project and presented water records from a Lower Merion apartment complex. Water records were not able to be obtained from the complex managed by Longview LP in Limerick because they are paid by the individual tenants. Solicitor Kalis addressed the board that this matter is still under advisement with professional staff and we will continue to look into this. Mr. Callahan from Sanatoga Green asked the Board to consider his request for EDU's and hopefully come to an agreement in January. Solicitor Kalis said we understand your request and thanked them for coming.

### OLD BUSINESS:

**Discussion on Pottstown Borough Authority December 14, 2017**—Mr. Wagner reported that the PBA meeting is scheduled for Thursday, December 14, 2017 at West Pottsgrove Township. A summary of the upcoming meeting was provided in the Authority packets. He stated that as of November 30, 2017 we are currently under budget. The main objective is that we receive a capital summary of costs from BCM and he asked Mr. Camburn to follow up with them on this matter.

### Developers Discussion & Update--CAP/CMP Summary Report # 4/Engineering Report:

Mr. Camburn reported some of the highlights of his report that is provided to the Authority:

- SSS televised approximately 620 lf and inspected 39 sewer laterals
- 20 sewer inspections were completed
- Reviewed monthly flow data
- Met with LPTA Operator regarding flows and work progress
- Continue to review meter data

### Sewer Engineering Report:

Mr. Camburn stated that the Sewer Specialty Services contract is about to expire on February 17, 2018. He stated that we could offer to extend the contract to SSS Inc to see if they would accept. In order to do that another change order will be necessary in order to increase the contract cost and extend the term. The 2018 budget includes \$350,000 for I/I work and will be listed on next month meeting's agenda for discussion.

- Reviewed the PA Small Water & Sewer Grant Program Available

### **Spring Valley Farms (Phase 1)**

- All internal sewer mains & storm sewer work is in place
- Storm sewer installation within the site is complete and the lots in phase 1 have been padded out.
- House construction is expected to begin in January 2018

### **Sanatoga Green**

- Met with Sanatoga Green Developers and LPTA on November 29th to further discuss sewer fees

Mr. Wagner added that he had an update on Villa Drive Pump Station. He stated that the pad was poured by the Public Works Department for \$922.26 as indicated on the treasurer's report. The generator has been shipped and we are waiting for the electric meter to arrive so that the contractor can have it installed by the end of the year.

### **NEW BUSINESS:**

**Authority Manager Vehicle Purchase**—Mr. Wagner stated that in the approved 2018 budget \$30,000 was allotted for the purchase of new vehicle. He stated that he received prices from various models and felt the Jeep Cherokee Latitude 4-wheel drive was the most reasonable priced at \$25,428. Mr. Toth asked for a motion to approve the purchase. Mr. Robbins motioned to approve the purchase Jeep Cherokee Latitude at a cost of \$25,428 and Mr. Richards seconded and all unanimously approved by 5-0 vote.

**Mayerson Law 1 Sunnybrook Road Relinquish 1 EDU**—Mr. Wagner said that we are going to table this until the next meeting in January 2018.

**Small Water & Sewer Grants**---Mr. Wagner stated that Mr. Camburn updated the Authority earlier in the meeting on the PA Small Water & Sewer Grants but he wanted to add that he did put in the 2018 budget \$420,000 in revenue and expenses for this year's grant request and we can discuss at next month's meeting in January. He said the cutoff date for the grant application is 2/28/2018. Mr. Vlahos asked if the grant monies were per project and wanted to know how much the aggregate would be. Mr. Camburn response was yes it is per project but we don't know how much we will get as it changes every year.

## **December 11, 2017**

### **FINANCIAL REPORT**

#### **I. TREASURERS REPORT:**

Mr. Richards read the Treasurers Report dated December 11, 2017:

<b>SEWER REVENUE ACCOUNT</b>	<b>\$3,889,898.68</b>
<b>CAPITAL IMPROVEMENT RESERVE</b>	<b>\$ 820,506.92</b>

A motion was made by Mr. Loshnowsky and seconded by Mr. Robbins and all unanimously approved by a 5-0 vote to approve the Treasurer's Report of December 11, 2017.

#### **II. BILLS FOR PAYMENT**

Mr. Kalis presented the following bills for payment:

**CAPITAL BILLS**

**SEWER CAPITAL RESERVE PLGIT**

<b>BURSICH ASSOCIATES</b>	<b>\$ 4,979.75</b>
<b>M &amp; S SERVICE CO, INC.-Villa Dr</b>	<b>\$ 1,120.00</b>
<b>W. G. MALDEN-Meters</b>	<b>\$ 1,696.00</b>
<b>BOROUGH OF POTTSTOWN</b>	<b>\$ 114,167.00</b>
<b>RAHNS CONCRETE-Villa Dr</b>	<b>\$ 922.26</b>
<b>SANATOGA QUARRY-Villa Dr</b>	<b>\$ 21.90</b>
<b>UNITED ELECTRIC SUPPLY-Villa Dr Generator Bal</b>	<b>\$ 5,006.18</b>

**OPERATING ACCT PAYMENTS**

<b>BURSICH ASSOCIATES</b>	<b>\$ 64.50</b>
<b>FOX ROTHSCHILD, LLP</b>	<b>\$ 448.23</b>

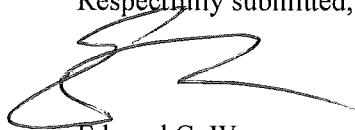
A motion to approve Bills for Payment was made by Mr. Vlahos and seconded by Mr. Loshnowsky and all unanimously approved by a 5-0 vote.

Mr. Toth asked if there was any other business and Mr. Wagner stated that the annual Township Holiday Party was this Friday if anyone would like to attend.

Solicitor Kalis and members went into executive session at 6:47 pm. to discuss a potential litigation matter. The meeting reconvened 7:27 pm.

There being no further business, the public meeting adjourned at 7:28 pm. The next meeting is Monday, January 8, 2018.

Respectfully submitted,



Edward C. Wagner  
Manager