

May 19, 2009

**POTTSTOWN BOROUGH AUTHORITY
SEWER**

CALL TO ORDER

Chairman Downie called the meeting to order at 7:42 p.m. Present were Ronald Downie, Don Read, Aram Ecker, Tom Carroll and Doug Dilliplane. Also in attendance were Manager Raymond Lopez, Solicitor David Garner, Public Works Director Doug Yerger, Bookkeeper Janice Lee, Tom Weld, BCM Engineers, Utilities Coordinator Brent Wagner and Borough Secretary Virginia Takach.

OLD BUSINESS

MINUTES

Chairman Downie asked for additions or corrections to the minutes of the April 21, 2009 meeting. Hearing none, the minutes stood approved.

CODDINGTON VIEW UPDATE

Mr. Weld explained the two projects with T. H. Properties, which are the Coddington View water main and the off site sewer work on Farmington Avenue. He advised that the tapping-in-fee for 84 homes in the Coddington View development remains as revenue and the Authority is holding \$90,907 of the Contractor's security.

Mr. Weld added that the two off site sewer culvert crossings to be constructed would be an estimated cost of \$886,138. He also explained that these are owned by PennDOT. Mr. Weld added that a design of two siphons was established. He advised that an amount of \$381,456 is available in escrow, leaving a shortage of approximately \$500,000.

Solicitor Garner advised that he is awaiting a response from Upper Pottsgrove Township regarding the unfinished construction of Coddington View.

Chairman Downie agreed this would be taken under advisement.

NEW BUSINESS

GRANT APPLICATION TO PA CONSERVATION WORKS

Mr. Weld reported that he and Mr. Wagner attended a DEP meeting regarding the Grant Federal Stimulus Money. He advised that the only possibility of obtaining money is through the PA Conservation Works program of the American Recovery and Reinvestment Act with a possible maximum of \$375,000 per grant that is considered a regional project. He suggested the projects of the Replacement of the Digester Blowers and the Replacement of the Utility Water Pumps would be eligible for consideration due to the anticipation of an energy savings of 25%.

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Mr. Carroll moved to authorize the submission of the applications to obtain Energy Conservation Grant funds through PA Conservation Works program for the projects of the Replacement of the Digester Blowers and the Replacement of the Utility Water Pumps. Mr. Dilliplane seconded the motion and it passed unanimously.

GRANTS

Mr. Weld provided an update on the previously submitted grant applications noting that answers should be received by July. He requested that follow up letters be sent to legislators for support.

Mr. Lopez agreed to draft the letters.

NPDES PERMIT APPLICATION

Mr. Wagner confirmed that he would be submitting the NPDES (National Pollution Discharge Elimination System) permit by May 22nd. The application is due by June 1st.

HAULERS' MEETING

Mr. Wagner reported that a mandatory meeting was held with all bulk haulers on May 18th. He added that any hauler that did not attend the meeting is required to contact his department. Mr. Wagner also advised that there were certain discrepancies on manifest and mixing of waste, which can eventually become criminal matters. He reported that two haulers were sent notices of violation, one with no fine and the other with a fine. Mr. Wagner added that any subsequent criminal violations would be decided by DEP or EPA.

SEWER LINES

OLD BUSINESS

None.

NEW BUSINESS

None.

FINANCE

Mrs. Lee provided a January month end report that is accurate and the bill list dated May 8, 2009 and agreed to email these reports on a monthly basis. She also explained the combined cash accounts and agreed to provide the aging reports monthly.

Mrs. Lee also reviewed the billing cycle, noting that at the present time this is the most efficient process.

Mr. Wagner recommended a complaint form be provided to billing customers with discrepancies in order to lessen disruptions for staff and allow review time. He added that possibly a committee be established for an appeal process.

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Mr. Yerger advised that after having meters tested by third parties, no meter has come back as inaccurate.

It was the consensus of the members to implement the complaint form and allow any appeals to come before the Finance Committee, which consists of the Chairman and Secretary.

Chairman Downie suggested that Mr. Carroll seek grant information from the Pottstown Area Health and Wellness Foundation, prior to the fall applications, for funding to subsidize the Borough's adding fluoride in the water.

ADJOURNMENT

The meeting adjourned at 8:50 p.m. on motion by Mr. Ecker.

Submitted by Virginia Takach, Borough Secretary for
Don Read, Secretary