

January 15, 2019

POTTSTOWN BOROUGH AUTHORITY

REORGANIZATION

CALL TO ORDER

Solicitor Vincent Pompo called the meeting to order at 7:00 p.m. Present were Tom Carroll, Jeff Chomnuk, Aram Ecker, David Renn and Mike Benner. Also in attendance were Authority Manager Justin Keller, Public Works Director Doug Yerger, Bookkeeper Janice Lee, Budget Analyst Gerry Keszczyk, Utilities Director Brent Wagner, Tom Weld, Cardno/BCM Engineers, Joshua Fox, HRG Engineers and Borough Secretary Virginia Takach.

Solicitor Pompo requested nominations for the position of Chairman.

Mr. Carroll moved to retain the same order of the Board as existed for 2018. Mr. Renn seconded the motion and it passed unanimously.

Chairman Chomnuk assumed the Chair.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Mr. Benner moved to approve the December 18, 2018 meeting minutes as presented. Mr. Carroll seconded the motion and it passed unanimously.

COMMITTEE REPORTS

Planning & Capital

Mr. Renn reported that there are a few issues at the Spring Valley Farms development with valve boxes and curb stops. He added that the K-Mart and New Hanover Square tanks are back in service.

Presentation Gryphon Dryer

Brent Wagner introduced Chad Estes, Gryphon on-site representative, and provided a presentation of the new Gryphon Dryer. He added that the start-up date is February 3rd and an open house is February 8th and 9th.

Mr. Wagner provided a slide-show to depict and explain the operations of the dryer. He also provided a time-schedule beginning October 2018 with the initial installation. Mr. Estes explained the essential operations of the condenser and cooling tower. He also provided a sketch of the cleaning process. Mr. Wagner added that they are awaiting hook up for the natural gas with PECO.

January 15, 2019

Authority Engineer, Joshua Fox

Chairman Chomnuk introduced and welcomed Joshua Fox, HRG, as the Authority Engineer.

Authority-Townships Meeting Report

Mr. Carroll reported that the topic of discussion was meters and the lack of proper operations with the Enterprise system. He reported on the Townships' ongoing developments and their capacity status.

AUTHORITY MANAGER'S REPORT

Mr. Keller noted that he has been working with Mr. Fox and the transition of the Engineer's position. Mr. Fox is working on the unfinished water and sewer replacements not included in Contract 151. He is also working on finalizing the job description for the Civil Engineer in-house position for the Authority. Mr. Keller advised that PECO is replacing five miles of underground gas mains. A coordination meeting will be scheduled.

Mr. Keller also provided an update of the audit regarding the Financial Sustainability Oversight Committee and the newly formed Council Methods Committee.

There was a brief discussion regarding PECO's responsibility to repave roadways and the trench restorations. Mr. Keller will be seeking information with PECO and PennDOT and Staff is working on the stormwater issues.

Chairman Chomnuk formed a committee to oversee the advertisement and interview process for the Civil Project Engineer to include Justin Keller, Doug Yerger, Brent Wagner and Dave Renn.

SOLICITOR'S REPORT

Solicitor Pompo referred to the report distributed and advised that the Legislators convened on this date and therefore there is nothing new to report.

ENGINEER'S REPORT

Mr. Weld referred to the report distributed.

Mr. Fox thanked Mr. Weld for his cooperation and assistance during the transition. He will be working on the 2018 Chapter 94 report with letters out on January 16th to the Townships. He added that he will continue with Contract 151 for work not yet completed. Mr. Fox also noted that he provided a revised retainer proposal for Staff's review.

UTILITIES DIRECTOR'S REPORT

Mr. Wagner reported on the oil spill at Dresser Run near the Water Treatment Plant. It was reported to DEP and addressed and contained by Staff and Lewis Environmental. DEP is working on the source of the spill. He also advised that he received preliminary approval with chlorine measures and trihalomethanes to begin in April.

January 15, 2019

Mr. Wagner also reminded all of the February 3rd start-up date for the dryer. He advised that with ground being so wet, there are no permits being issued by DEP to put sludge in the ground at this time. He also reported that he met with U. S. Solutions to review energy prices for gas and electric. Mr. Wagner also explained the increase of chlorine in the water as recommended by DEP.

PUBLIC WORKS DIRECTOR'S REPORT

Mr. Yerger reported that 32 leaks were discovered and addressed with the water crew. The televising and cleaning is 75% complete. He also reported on the Warren Street situation, noting that the lines have been cleaned and opened and will continue reviewing the tapes. There was surcharging discovered near Wilson Street. He added that only first floor service is addressed as per the Ordinance.

FINANCE

Mr. Keszcyk referred to the reports distributed. He reported that the water revenues are at 101% and expenses at 94%. Sewer revenues are at 88% and expenses at 97%. He added that the Pottsgrove's have been billed for the fourth quarter of 2018 for capital and for the 2019 first quarter.

Ms. Lee agreed to provide a more extensive explanation of the Portnoff Account.

OLD BUSINESS

None.

NEW BUSINESS

Ratify Energy Bids – Mid-American Energy Services

Mr. Wagner provided a bid tabulation and advised that he conducted bids for energy services for the purchase of electric with PECO at \$0.0448 per kwh for December 2021 to December 2023. He also noted that the Met-Ed account for the Water Treatment Plant was purchased for December 2021 to December 2023 at the rate of \$0.05398. He requested ratification for these bid awards.

Mr. Renn moved to ratify the bid awards for the Wastewater and Water Treatment Plants for the period of December 2021 to December 2023 as per the January 11, 2019 bid tabulation and subject to review and approval of the Solicitor. Mr. Carroll seconded the motion and it passed unanimously.

Water Main Specifications – Ordinance No. 2167

Mr. Chomnuk reviewed the existing Ordinance regarding Water Main Specifications adopted by Borough Council September 14, 2017. He advised that recently it was discovered that there is a discrepancy in the verbiage regarding repair of service lines with splicing.

Mr. Keller added that the discrepancy may be corrected by simply adding “splicing of all new service lines between curb stop and meter.” Repairs could be done by splicing.

January 15, 2019

Mr. Carroll commented that the verbiage discrepancy should be translated to the benefit of the property owner or resident.

Solicitor Pompo recommended that the corrections be provide by the Authority Board to Borough Council to amend the ordinance.

Mr. Benner moved to allow Solicitor to prepare amended language and necessary revisions to Ordinance No. 2167 in order to present to Borough Council. Mr. Renn seconded the motion and it passed unanimously.

Meters

Chairman Chomnuk requested that Staff provide a monthly report on the approximately 28 meters, including the temporary meters, with status, inspections and functioning process of the meters, to begin with the March meeting.

EXECUTIVE SESSION

Chairman Chomnuk recessed the meeting to Executive Session at 8:15 p.m.

ADJOURNMENT

The meeting adjourned at 9:00 p.m. on motion by Mr. Benner.

Submitted by,

Virginia L. Takach, Borough Secretary
For Thomas Carroll, Secretary