

January 21, 2020

POTTSTOWN BOROUGH AUTHORITY

CALL TO ORDER

Solicitor Pompo called the meeting to order at 7:00 p.m.

REORGANIZATION

Solicitor Pompo requested nominations for Chairman of the Authority Board.

Mr. Renn moved that all officers retain current positions on the Board. Mr. Benner seconded the motion and it passed unanimously.

ATTENDANCE

Present were Jeff Chomnuk, Aram Ecker, Mike Benner, and David Renn. Also in attendance were Solicitor Vincent Pompo, Authority Manager Justin Keller, Engineer Joshua Fox, Public Works Director Doug Yerger, Utilities Director Brent Wagner, Budget Analyst Gerry Keszczyk and Borough Secretary Virginia Takach. Tom Carroll was absent and Bookkeeper Janice Lee was excused early.

PUBLIC COMMENT

Bruce Foltz, 2436 Sunnyslope Drive – spoke as President of the Board of Commissioners for Lower Pottsgrove Township. He questioned the process of getting water lines to the new Township Building proposed for the site at High Street and Pleasantview Road. Mr. Foltz noted that there is a line on High Street at the Dialysis Center.

Mr. Yerger commented that the policy has been to run the line for the full frontage of the building and the front of this building is proposed for Pleasantview Road.

After a brief discussion, it was the consensus of the Board that Mr. Foltz meet with the Public Works Director to review the architectural plans for the building.

APPROVAL OF MINUTES

Mr. Benner moved to approve the December 17, 2019 meeting minutes as presented. Mr. Renn seconded the motion and it passed unanimously.

COMMITTEE REPORTS

Planning & Capital

Mr. Renn reported that the Grade A Sludge permit has been received and work is progressing on the new bar screen. He also noted that he is in the process of getting quotes for the valve exercising project.

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Authority-Townships Meeting Report

Mr. Ecker reported that Mr. Keszczyk provided the financial analysis for the Townships and Mr. Fox reviewed the metering process.

Mr. Fox added that the Kummerer Road project is essentially on hold as the builder is seeking a new developer. He added that the two parcels have approved planning modules for sewer that have been rezoned and approved under the Township's Act 537 plan.

Mr. Keller added that the Township may need some smaller capacity connections to existing neighborhoods.

The next Township meeting is February 13th at West Pottsgrove Township.

AUTHORITY MANAGER'S REPORT

Mr. Keller reported that the two new Councilors are Lisa Vanni, 2nd Ward and Michael Paules, 6th Ward. The new potential Finance Director passed the background search and will be providing notice to the current employer. An announcement will be made officially by mid-February.

Mr. Keller also announced that J. J. Rattigan's brewery is fully open, after a difficult and expensive water connection process. He also noted that interest continues along Keystone Boulevard, which will come before the KEEP project committee, with hopes of obtaining funding for road improvements and connection to the Stowe interchange.

SOLICITOR'S REPORT

Solicitor Pompo referred to the report distributed with no new legislative matters referencing the Authority. He noted that he is corresponding with Upper Pottsgrove's Solicitor regarding the Sale of Capacity Agreement associated with the Kummerer Road project and agreed that it is considered to be on hold. He expects to have an update in April.

Solicitor Pompo commented that there has been conversations during the meetings regarding capacity agreements. He added that these could be resolved through simple reverse planning modules and resolutions and he would be happy to assist.

Solicitor Pompo advised that a decision was made on the Spring Valley Farms engineering and inspections fee dispute. The Arbitrator's decision was that a time allotment for a report was in excess to the developer by 8 hours, billed at \$68 per hour, resulting in awarding the developer \$544 from the Authority. The cost of the Arbitrator, split between the two parties, resulted in the total cost to the Authority of \$1,700.

Mr. Keszczyk advised that he spoke with Tom Weld., BCM, and he is in the process of preparing the reimbursement of the award and the cost of the arbitrator.

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ENGINEER'S REPORT

Mr. Fox referred to his report distributed, noting that the 2019 Water and Sewer replacement projected is being finalized, with Logan Street completed and working on Poplar and Lincoln Avenue. He recommended payment No. 5 to Abbonizio in the amount of \$107,923.68 for work completed through December 31, 2019 and also approval of a Change Order No. 3 for a new unit price item of \$65/sq. yard for extra base course paving.

Mr. Fox also reported that the Waste-to-Energy Feasibility Study is close to completion. He added that he is working with Staff and vendors to review several concepts to be considered and will have a recommendation in March. Mr. Fox also advised that the Air Scour permit should be obtained by next week and will be working on the procurement documents with Roberts Filter and will review with the Solicitor. Mr. Wagner and Staff will be doing the installation.

Mr. Fox also reviewed the LT2 Enhanced Surface Water Rule and is reviewing the three options with Staff and the vendors and will report the pros and cons to the Authority. He added that work continues for the capital improvement plan, including the Waste-to-Energy Feasibility Study and the Water Treatment Plant Disinfectants Feasibility Study, in addition to repairs to the pumps and screen in the Lower Pump House.

Mr. Fox advised that he will be working with Staff on the flow monitoring plan including site visits to locate all of the selected meter manholes. He also reported that the Spring Valley Farms Development, Phase 3 is on hold due to infrastructure final approval. Mr. Fox also advised that the Chapter 94 reports will come before the Board for approval at the March meeting. He added that the Sanatoga Green project proposal is changed from 390 Edu's to 425 Edu's. He sees no issue with this change and will ask the Manager to sign the planning module.

UTILITES DIRECTOR'S REPORT

Mr. Wagner reported that Staff continues the aeration tank cleaning and dealing with the rag issues. The screen replacement is due at the end of March or early April and should be ahead of schedule. He also commented on the Lower Pump House, noting that the screen had a hole in it and is in immediate need of repair. The equipment has been purchased and will be installed at a cost of approximately \$65,000.

Mr. Wagner advised that the UV air scour designs for the future at the Water Treatment Plant have been reviewed. The permit will allow Staff to get the bar screen completed and allow Staff to do the upgrades, with \$500,000 to \$1 million in savings. Mr. Wagner also reported that a number of the Wastewater Treatment Plant Staff have passed their licenses and 6 of the 17 will be taking additional license testing.

PUBLIC WORKS DIRECTOR'S REPORT

Mr. Yerger advised that there have been very few main breaks so far this winter. He added that Staff continues to work with the contractors on Logan Street and will then go to the apartment building on Logan Street. Mr. Yerger also advised that the sinkholes in the area of 4th and York Streets will be addressed and repaired in the spring.

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FINANCE REPORT

Mr. Keszczyk referred to the reports distributed, noting that the water fund revenues are at 106% and expense at 91%. The sewer fund revenues are at 111% and expenses at 101%. He added that there were very few emergency repairs and water usage was up 7% for the year. Bulk water was also increased to \$40,000 from the previous year, adding that everything is very well controlled.

OLD BUSINESS

None

NEW BUSINESS

Solicitor Pompo referred to the water rate resolution and requested it be approved. The rates were authorized by the Authority in 2018. These rates were effective as of January 1, 2020.

Mr. Keszczyk added that this is the second of the three-year rate increases.

Mr. Renn moved to adopt a Resolution establishing the 2020 Water Rates as presented. Mr. Benner seconded the motion.

RESOLUTION NO. 1-2020

POTTSTOWN BOROUGH AUTHORITY
MONTGOMERY COUNTY, PENNSYLVANIA

A RESOLUTION ESTABLISHING ITEMS TO BE CHARGED FOR AND THE ASSOCIATED FEES AND ESTABLISHING RATES CHARGED FOR PUBLIC WATER BY THE POTTSTOWN BOROUGH AUTHORITY.

BE IT HEREBY RESOLVED AND IT IS HEREBY RESOLVED, that, effective January 1, 2020, the items to be charged for and the associated fees and rates to be charged for public water provided by the Pottstown Borough Authority, billed after January 1, 2020, shall be as provided in the Pottstown Borough Authority Schedule of Water Rates – 2020 January to December, 2020 attached hereto and incorporated herein as Exhibit A. (See Attached.)

ADOPTED AND RESOLVED this 21st day of January 2020.

Motion carried: 4 ayes.

EXECUTIVE SESSION

Chairman Chomnuk recessed the meeting to executive session at 7:50 p.m. for an item of potential litigation.

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ADJOURNMENT

The meeting adjourned at 8:10 p.m. on motion by Mr. Renn.

Submitted by,

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

EXHIBIT A

**POTTSTOWN BOROUGH AUTHORITY
SCHEDULE OF WATER RATES – 2020
January to December, 2020**

Water Quarterly Service Charge:

<u>Meter Size</u>	<u>Inside Borough</u>	<u>Outside Borough</u>
5/8"	\$45.00	\$47.00
3/4"	\$45.00	\$47.00
1"	\$85.00	\$87.00
1 1/2"	\$162.00	\$164.00
2"	\$239.00	\$242.00
3"	\$495.00	\$498.00
4"	\$724.00	\$726.00
6"	\$1,353.00	\$1,355.00
8"	\$2,099.00	\$2,101.00
10"	\$2,560.00	\$2,562.00

Usage Charge: All Usage (no zones) \$3.35 Per 100 cubic feet

Unmetered Rates:

<u>Sprinkler:</u>	<u>Size of Line</u>	<u>Amount per Quarter</u>
	5/8"	\$20.00
	3/4"	\$20.00
	1"	\$ 25.00
	1-1/2"	\$ 30.00
	2"	\$ 40.00
	3"	\$148.84
	4"	\$195.16
	6"	\$297.58
	8"	\$401.66

Bulk Water:

Bulk Water Fill Station at Old Reading Pike	
Debit Card Account	\$15.00
Replacement Debit Card	\$20.00
Additional Debit Card (same account)	\$20.00
Bulk water purchase/usage fee	\$4.08 per 1,000 gallons
Bulk water from hydrant	\$20.00 for permit
Bulk water fr hydrant purchase/usage fee	\$3.35 per 100 cubic feet



Certificate of Final Bill: \$ 15.00

Collection Actions: Customer shall be responsible for all charges permitted by law and all costs of collection whether collection is made by the Authority or an agent.

1. TERMINATION OF WATER SERVICE:

a. **Non-Payment of Sewer or Water Rent:**

Posting of Notice - \$10.00
Shut off - \$50.00 – fee must be paid and property owner must sign waiver of non-responsibility **PRIOR** to turn on.

b. **Temporary termination at Request of Customer:** (i.e. absence from property)

Shut off - \$25.00
Turn on - \$25.00 – fee must be paid and property owner must sign waiver of non-responsibility **PRIOR** to turn on.

Fire Hydrant: \$45.00 per quarter/ \$180.00 per year

Meter Testing for Disputed Account: A deposit of \$75.00 for 5/8" to 1" meters, \$125.00 for 1 1/2" to 2" meters, \$200.00 for 3" meters, \$350.00 for 4" and larger will be required before the meter is tested, which sum will be returned if the meter is found to be registering more than 4% against the consumer, on a flow equal to 1/8 of the diameter of the service, otherwise, the deposit will be retained by the Authority to cover the cost of the test.

Meters – Deposit for Meter, Backflow, and Hydrant Wrench:

Removal of a meter at the customer's request is subject to the following charge:

<u>Size of Meter</u>	<u>Charge</u>
5/8"	\$150.00
3/4"	\$250.00
2"	\$1,400.00

Water Main Extensions: Project Review Fee: Any Application to extend Authority water mains to service two (2) or more residential units or one (1) or more commercial or industrial units will be subject to preliminary project review by the Authority. The applicant shall subject, in addition to the usual Application to extend water main(s), plot plans and a project review fee. The fee schedule is as follows:

<u>Number of Units</u>	<u>Review Fee</u>
Up to 10 Units	\$1,550.00
In excess of 10 Units	\$5,100.00

The project review fee shall be applied toward legal, engineering and other expenses incurred by the Authority in connection with its review of the proposed plan. Any unused portion of the project review fee shall be refunded to an applicant.

Water Main Extension Agreements: Construction escrow, if applicable, based on estimated costs of construction with contingency, engineering inspection and legal fees.

Tapping Fees: \$1,764.00 per EDU