

April 16, 2019

POTTSTOWN BOROUGH AUTHORITY

CALL TO ORDER

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

PUBLIC COMMENT

Mr. Ecker wished all a Happy Easter.

APPROVAL OF MINUTES

Mr. Carroll moved to approve the March 19, 2019 meeting minutes as presented. Mr. Benner seconded the motion and it passed unanimously.

COMMITTEE REPORTS

Planning & Capital

Mr. Renn reported that the gas pressure issue for the dryer has been stabilized as of last week.

Mr. Wagner added that Staff brought in its own regulator to stabilize the dryer and Eastern installed it. He also noted that PECO assisted in increasing pressure from 5 pounds to 10 pounds and the regulator was set at 6.5 pounds. Gryphon will be back next week to address any outstanding issues. Mr. Wagner also noted that he turned off the heat as it is not needed near the dryer.

Authority-Townships Meeting Report

Mr. Carroll noted that although the Agreement was not on the agenda, it was a topic of discussion. He advised that the Authority owns the system and was agreeable to working as team, adding that the Townships would welcome a dialogue. Mr. Carroll suggested that the Authority Manager meet directly with the Township managers and in turn provide comments to the Solicitors. He requested comments and opinions from the Board to report at the next Township meeting.

Mr. Keller advised that there were two meetings with Mr. Wagner, Lower Pottsgrove Township Manager and the Township's Solicitor, Stephen Kalis, which resulted in the letter formally sent to Lower Pottsgrove Township. He added that he has not had a request for another meeting.

Mr. Carroll also reported that the Townships are very interested in joining with the proposal from Hach for the meters. He also suggested putting the maintenance of the temporary meters under the Hach contract. He noted that an area landfill will be pumping out on-site sewer systems at no charge and being paid by the Township. Mr. Carroll reported that Mr. Wagner will be advertising this service to the surrounding Townships to provide this service.

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AUTHORITY MANAGER'S REPORT

Mr. Keller reported that the new Fire Chief/Fire Marshal, Frank Hand, from Lower Merion Township, has been hired and on board and is quite experienced. He added that interviews are taking place for the engineering inspector and the civil projects engineer, noting that the scope of the position may be revised.

Mr. Keller also advised that work on installation of a small section of a sewer main will take place between 224-236 High Street. He noted that after investigation, it was found that Staff could not determine where the sewer lateral emptied into and may be tied into an arch. He also advised that Econsult will have a presentation at the May 13th Council meeting.

Mr. Keller announced the promotion of Josh Fox to Practice Area Leader for HRG's Water and Wastewater Group.

SOLICITOR'S REPORT

Solicitor Pompo referred to the report distributed. He explained HB 264, which is likely to become law and addresses fiscal procedures related to designated depositors of money, billing and approval of annual audits. Solicitor Pompo also referred to HB 860 amending requirements to the Right to Know law, clarifying personal financial information of employees.

Solicitor Pompo explained HB 1069 which would amend the Sunshine Act to require posting of agendas at least 24 hours in advance of meetings and prohibit the agency from taking action on matters not posted on the agenda, unless it is an emergency or de minimum matter.

ENGINEER'S REPORT

Mr. Fox reviewed the report distributed and provided an update on the 2019 Water and Sewer Replacement project with the bid opening scheduled for April 30th and explained the alternatives of the bid. He also advised that the Annual Wasteload Management Report, Chapter 94 report, was submitted to DEP prior to the March 31st deadline. Mr. Fox also advised that he will be meeting with BCM regarding the flow meter data plan.

Mr. Fox noted that he met with Mr. Wagner regarding the joint permit application for the filter air scour system, along with the PAC permit. He also met with Roberts Filter in order to submit for final approval by June 10th and is also working with Mr. Keszczyk and Mr. Wagner on the capital improvement plan. Mr. Fox and Mr. Yerger are consulting on the GIP system for the temporary meter and flow monitor plan and will discuss alternatives for the next meeting.

Mr. Fox also advised that he is corresponding with Delaware River Basin Commission (DRBC) for the Docket Renewal and will be submitting for compliance with the renewal process to address discharge of treated wastewater from the WWTP.

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UTILITIES DIRECTOR'S REPORT

Mr. Wagner reported that the permit for the influent screen has been submitted to the Borough. He also noted the TDS issue began in the fall of last year and is now being addressed with DRBC and the Engineer. Mr. Wagner also reported that the Asset Management is moving to the Water Treatment Plan and advised the he will be provided a course to the Middle School within the next few weeks.

Mr. Wagner also provide an update of the Dresser Run oil spill, which is being addressed through EPA. He also advised that over \$400,000 will be saved by Staff installing the filter system with the assistance of Roberts Filter and the Engineer. Mr. Wagner also explained the new DEP regulations and processes for the 0.2milligrams per liter for chlorine residual that will be mandatory as of May 1st.

PUBLIC WORKS DIRECTOR'S REPORT

Mr. Yerger reported that spring flushing begins next week and will continue approximately five weeks. He also provided a leak report and advised that a sewer line will be run behind the Van Buskirk building in the 200 block of High Street and may result in replacing a water pipe. Mr. Yerger also noted that the Cleaning and Televising should be completed with two weeks. He added that the fire hydrant at Oak and Hanover Streets is out of service due to being hit a third time by Waste Management trucks and will be moving the hydrant away from the curb.

FINANCE REPORT

Mr. Keszczyk referred to the reports distributed, noting that the water revenues stand at 25% and expenses at 23%. The sewer revenues are at 28% and expenses at 41%. He also noted that the Pottsgrove's were billed in March.

OLD BUSINESS

Hach Proposal

Mr. Fox review the proposal received by Hach Company and the analysis of the flow meter alternatives. He highlighted the proposal, noting the buy-back procedure of the meters and the 95% up-time guarantee and also explained the real-time data and control. Mr. Fox advised that this is not a co-star quote but results in a 14% discount with the buy-back provision.

Solicitor Pompo advised that, as this is a service contract, it will not need to be bid.

Mr. Carroll moved to authorize the Engineer to proceed with entering into a contract with Hach Company, for the installation and maintenance of the two semi-permanent meters, located at Quinter Street and Mervine and Adams Street, for a 36-month period and subject to review and approval of the Solicitor. Mr. Renn seconded the motion and it passed unanimously.

Water Line Specifications

Solicitor Pompo advised that he has not completed the revised specifications with Staff and

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expects to have a report for the May meeting.

NEW BUSINESS

Authority Employee of the Year

Chairman Chomnuk noted that the Pennsylvania Municipal Authorities Association is accepting applications for Authority Employee of the Year and as recommended by Mr. Carroll, he authorized the Manager and Secretary to send a letter nominating Brent Wagner as the Borough Authority's Employee of the Year.

Mr. Carroll moved to nominate Brent Wagner as Authority Employee of the Year and authorized the Manager to submit the application to the Pennsylvania Municipal Authorities Association. Mr. Benner seconded the motion and it passed unanimously.

ANNOUNCEMENTS

Mr. Ecker commented on the sunken sidewalk on the 900 block of Grosstown Road, due to water coming from the Airport.

Mr. Yerger advised that it may be the responsibility of the homeowner.

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