

January 19, 2016

POTTSTOWN BOROUGH AUTHORITY

REORGANIZATION

CALL TO ORDER

Attorney Mark Thompson was present for Attorney Vincent Pompo and called the meeting to order at 7:00 p.m. Present were Tom Carroll, David Renn, Aram Ecker, Jeff Chomnuk and Mike Benner. Also in attendance were Mark Flanders, Public Works Director Doug Yerger, Janice Lee, Utilities Administrator Robert Plenderleith, Utilities Director Brent Wagner, Tom Weld, Cardno/BCM Engineers, and Borough Secretary Virginia Takach.

Chairman – Mr. Renn moved to reappoint Tom Carroll as Chairman of the Authority Board. Mr. Ecker seconded the motion and it passed unanimously.

Mr. Carroll assumed the Chair and requested nominations for the remainder of the Board.

Authority Board – Mr. Chomnuk moved to retain the Board as presently exists. Mr. Renn seconded the motion:

David Renn – Vice Chairman
Aram Ecker – Secretary
Michael Benner – Treasurer
Jeff Chomnuk – Assistant Secretary/Treasurer

The motion passed unanimously.

Solicitor – Mr. Benner moved to retain Lamb McErlane as Solicitor. Mr. Renn seconded the motion and it passed unanimously.

Manager – Mr. Renn moved to reappoint Mark Flanders as the Authority Manager. Mr. Benner seconded the motion and it passed unanimously.

Engineer – Mr. Chomnuk moved to retain ATC (BCM) Associates as the Engineer for the Authority Board. Mr. Benner seconded the motion and it passed unanimously.

Bookkeeper – Mr. Carroll moved to reappoint Janice Lee as the Bookkeeper for the Authority. Mr. Renn seconded the motion and it passed unanimously.

PUBLIC COMMENT

None.

CORRESPONDENCE

Chairman Carroll recommended that a member provide a report of the monthly *Authority Magazine* and highlight pertinent information to the members.

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Mr. Benner agreed to accept that assignment.

Mr. Ecker volunteered to provide a general correspondence report.

APPROVAL OF MINUTES

Mr. Benner moved to approved the minutes of the December 15, 2015 Authority meeting as presented. Mr. Chomnuk seconded the motion and it passed unanimously.

COMMITTEE REPORTS

Planning & Capital

Mr. Weld advised that the meters installed at both plants are operation and the contract should be closed out by next month. Mr. Weld also reported that under Contract 146, Water and Sewer Replacement, the final paving is scheduled for April. He noted that a gas line was damaged at High and Penn Streets and PECO is reviewing the damage.

Mr. Weld also reported that the PLC's are slow at the water plant, due to staff addressing energy regulations.

Mr. Weld explained the emergency generator connection project, previously authorized, is estimated at a cost of \$96,000. Since it is more than 50% of the electrical portion of Contract 149, the Solicitor has recommended that it be put out to bid.

Mr. Ecker moved to authorize the Engineer to advertise the bid documents for the connection of the emergency generator for the Wastewater Treatment Plant. Mr. Benner seconded the motion and it passed unanimously.

AUTHORITY MANAGER'S REPORT

Manager Flanders thanked members for attending the ribbon cutting of the Public Works Facility. Mr. Flanders also sadly announced the passing of long-time Wastewater Treatment Plant employee, Wayne Scott Johnson. Scott was the son of Zoning Hearing Board Chairman Bob Johnson and former Borough employee, Dolly Johnson. Services are scheduled for Saturday, January 23rd.

SOLICITOR'S REPORT

Attorney Mark Thompson was present for Solicitor Vincent Pompo and referred to the report distributed. He advised that the agreement with Delaware County Solid Waste Authority is listed on the agenda. Attorney Thompson also noted that Senate Bill 289, regarding private laterals, is still under review.

ENGINEER'S REPORT

Mr. Chomnuk questioned the issue with the Township meters.

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Mr. Weld commented that the Pottsgrove's meters have been having problems and should be fixed or replaced. He advised that it will again be discussed at the Township/Authority meetings.

Mr. Plenderleith requested the information from the Lower Pump House meter to calculate the sewer plant allocations.

Mr. Weld also reported on the Stormwater Master Plan project with Amec Wheeler, noting that the first report is under internal review and will be provided as soon as available.

Manager Flanders also provided an update on the Pottstown Station for the Colebrookdale Railroad project. He advised that building in Birdsboro is no longer an option due to negotiations between the owner and Berks County, which is now a Court matter. Nathaniel Guest may now be contemplating construction of a new station.

UTILITIES DIRECTOR'S REPORT

Mr. Wagner reported that a Utility Management Supervisor has been hired as a result of Cliff Craft's retirement. He added that the bulk hauling has increased by 5% as of January 1st. Mr. Wagner advised that the Lower Pump House repairs are near completion.

PUBLIC WORKS DIRECTOR'S REPORT

Mr. Yerger advised that the leak detection project will soon be finalized and noted that there was a main break last week. He also advised that work continues on the mains. Mr. Yerger also reported that the wireless network for the water meters is in progress and waiting for Neptune to provide an installer to get meters installed. Mr. Yerger also advised that he is awaiting the hiring of a water supervisor.

Mr. Flanders added that one offer was rescinded and is working on the second offer.

FINANCE

Mr. Plenderleith advised that the Townships have been billed for \$400,000 for capital projects. He noted that staff is preparing for the Auditors.

Ms. Lee advised that the Auditors address Liquid Fuels, Workers Comp, Pension, PART, along with the Borough and Authority audits. They will be on site for the Authority Audit the week of February 8th.

Mr. Plenderleith also announced a new policy for delinquent accounts. He noted that customers with outstanding balances in collections with Portnoff will need to make arrangements with Portnoff prior to paying on current accounts with the Borough. The customer can be transferred by phone from the Borough to Portnoff in order to pay them first.

Mr. Flanders added that this process is using the software provided as it is written and meant to be used. He also reviewed the process for Sheriff Sales.

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Attorney Thompson agreed to seek further information regarding the Borough becoming owner of vacant and blighted properties, along with the demolition process.

OLD BUSINESS

JMT Report – Asset Management

Mr. Plenderleith reported that the Asset Management project is in progress and may be set aside until the Audit is completed. He added that a meeting is set with JMT for next week.

Mr. Flanders reiterated the issue that the Township agreements are in the hands of the Solicitors.

Leachate Agreement

Mr. Flanders reviewed the request of the Delaware County Solid Waste Authority to treat leachate at the Wastewater Treatment Plant, to be in compliance with new regulations. The Agreement has been reviewed by the Solicitor and signed by DCSWA officials.

Mr. Benner moved to accept and execute the Leachate Treatment Agreement between the Authority and the Delaware County Solid Waste Authority for a ten (10) year agreement. Mr. Chomnuk seconded the motion and it passed unanimously.

NEW BUSINESS

2015 Chapter 94 Report

Mr. Benner moved to authorize the Engineer to proceed with preparing the annual Chapter 94 Report for 2015 in an amount not to exceed \$3,100. Mr. Ecker seconded the motion and it passed unanimously.

COMMENTS

Mr. Ecker took the opportunity to report an incident regarding contractors working in the Borough. He questioned the oversight of emergency situations and a Ramble Avenue incident. He advised that a repair was installed that was not up to code.

Mr. Yerger explained that the incident took place Christmas Eve night and the contractor made an emergency fix, which was discovered the following week. He added that the contractor amended the situation by installing the proper piece of pipe.

Mr. Ecker also complained about a sewer line repair in proximity to his residence. He noted that the contractors doing work after hours in the Borough are not licensed master plumbers and noted that the second floor of the Borough holds some to a higher degree and a double standard.

Mr. Yerger assured that BCM inspectors are overseeing these jobs and held to the specifications and explained the process for emergency situations.

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Mr. Ecker advised that he offered the contactor supplies on Christmas Eve. He added that the contractor had no right to make the call since the two houses had only one pipe and didn't want to squeal and make the homeowner spend in excess of \$10,000 to correct the situation.

Mr. Flanders questioned why Mr. Ecker knew of a problem and he, as the Manager, is just now learning of the situation and questioned why Mr. Ecker is holding Staff accountable.

Mr. Yerger advised that the home owner whose property is on the common wall is responsible for the common pipe. The adjacent homeowner is required to install a new pipe when these issues are discovered.

ADJOURNMENT

The meeting adjourned at 8:15 p.m. on motion by Mr. Renn.

Submitted by,

Virginia L. Takach, Borough Secretary
for Aram Ecker, Secretary