

July 17, 2018

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 Interim Authority Manager Justin Keller, Bookkeeper Janice Lee, Public Works Director Doug Yerger, Utilities Director Brent Wagner, Tom Weld, BCM Engineers and Borough Secretary Virginia Takach. Attorney Mark Thompson was present for Solicitor Vincent Pompo.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Mr. Renn moved to approve the May 15, 2018 meeting minutes as presented. Mr. Benner seconded the motion and it passed unanimously.

COMMITTEE REPORTS

Planning & Capital

Mr. Renn reported that the cell carriers agreed to pay the additional costs involved with the painting of the K-Mart tank. The bids are due on July 25th and may require a special meeting in August to award the bid.

Mr. Weld noted that the Solicitor had a concern with a poll vote by phone and recommended a brief public meeting.

Mr. Renn advised that Contract No. 151 is complete and the paving is done.

Contract No. 157

Mr. Weld added that Contract No. 157, the Washington Hill Tank Repainting was completed in November. He requested that the Close Out documents be approved with a deductive change order of \$12,000, unused on the project. Mr. Weld added that the documents have been reviewed and approved by the Solicitor.

Mr. Carroll moved to close out Contract No. 157, the Washington Hill Tank Repainting, with a deduction amount of \$12,600. Mr. Benner seconded the motion and it passed unanimously.

Dryer

Mr. Weld advised that there have been two-week meetings regarding the dryer, wherein the contractor has failed to appear. At the recent meeting, the contract attended and was informed of the penalties. A schedule has now been provided. The dryer is expected to be delivered October 15th and installation and training October 15 through October 30, 2018. Mr. Weld advised that the contractor

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expects to have the dryer started on January 22, 2019 and operational February 3, 2019.

Mr. Chomnuk expressed a concern regarding the contractor not attending the bi-weekly meetings.

Mr. Keller commented that the contractor has been informed of the penalties and the impact delaying the project will have on the budget.

Mr. Weld added that this contractor has three projects on-going and they do good work when pushed and the contractor has been made aware of all consequences.

Mr. Renn also noted that the delay impacts the sludge hauling process.

Authority-Townships Meeting Report

Mr. Carroll reported that the meeting consisted of updates and a discussion regarding the Agreements.

Mr. Keller added that Lower Pottsgrove Township will be forwarding a red-lined version of the its agreement. He added that Upper Pottsgrove and West Pottsgrove will follow Lower's led.

Attorney Thompson agreed and advised that the Solicitors will determine the best course of action.

INTERIM AUTHORITY MANAGER'S REPORT

Mr. Keller reported that AFSCME negotiations will commence in the near future. He also advised that reassessments are on-going and are being led by two local attorneys.

Mr. Keller also provided a staff update, noting that former Fire Chief, Richard Lengel will serve as Interim Fire Marshall until a new Chief/Marshal is in place. Detective Michael Markovich has been appointed as the Interim Police Chief following Chief Drumheller's retirement. He added that Council has recommended the appointment of Michael Campeggio as the Emergency Management Coordinator, pending the Governor's approval.

Mr. Keller reminded all of the required cyber security training from Knowb4. He noted that all employees and elected officials are required to complete the training in order to secure the Borough's ransomware insurance coverage. The deadline has been extended to August 7th. He also noted that the RFP for financial management proposals will be accepted until August 10th, with an expected start date of September or October. Mr. Keller also advised that the Water Trench bid was awarded to Eagle Contractors, Chester Springs.

SOLICITOR'S REPORT

Attorney Thompson referred to the written report provided to the Board and confirmed that he is awaiting a draft agreement from Lower Pottsgrove Township.

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ENGINEER'S REPORT

Mr. Weld referred to his written report and advised that the land development plan for 505 Lincoln Avneue may require a sewer and water line extension to serve the property.

Mr. Keller added that West Pottsgrove has been granted 240 Edu's to the Quinter Street project with several options to consider, one being building its own conveyance system.

Mr. Weld reported that Contract 153, the Security system, is being resolved at the Watetreatment Plant. A meeting is forthcoming with Staff, IT and the contractor of the system and final payments are being held until resolved.

Mr. Wagner added that everything is operational at the Plant, with the only issue being communication to the gates.

Meters

Mr. Weld provided an update on the meters, advising that the North End meter is working and communicating to the Borough and the responses and graphs have been consistent.

Mr. Yerger advised that the Quinter Street meter has just been cleaned out of stones and will be cleaned out one more time.

Mr. Weld also noted that a meeting is pending with Lower Pottgrove Township to have the Manager familiar with the enterprise system to see real time data.

UTILITIES DIRECTOR'S REPORT

Mr. Wagner provided an update of the extreme rain fall on this date, noting the headworks overflowed and all five screw pumps were operational. Mr. Wagner also reported that he is working with DEP for the ongoing outreach and trial programs. He added that the chemical bids will be addressed in the near future, noting numerous changes within the last five years.

PUBLIC WORKS DIRECTOR'S REPORT

Mr. Yerger advised that the collection system suffered several property backups during the heavy rain fall on this date. He also reported that on July 16th, a lateral was missed by Doli in the area of West Street and was not tied into the main. Mr. Yerger noted that 500 hydrants have been painted and there was a recent water main break at Charlotte and Jefferson Streets.

Mr. Yerger also noted that regarding the Spring Valley Farms Development, he is still waiting for Allen Myers to hook up the pressure reduction station and has no electric meter from Met Ed. He advised the building inspector that he is not opening any more units until the station is operational.

FINANCE

Mr. Keszczyk referred to his reports distributed.

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Ms. Lee added that the water revenues stand at 48% and the expenses at 49% and the sewer expenses are at 42% and expenses at 53% and noted that the audit reports were distributed this evening.

OLD BUSINESS

Coddington View

Mr. Weld referred to the letter from Arcadia Land Company requesting a release of the financial security associated with the Coddington View Development. He advised that all bills have been paid and all punch list items completed.

Mr. Benner moved to authorize the release of the financial security as per the Maintenance Agreement between the Authority and Arcadia at Coddington View, dated October 12, 2016. Mr. Carroll seconded the motion.

Mr. Weld added that the Township does not sign off on the water side and there may be a homeowners' association regarding paving the streets.

Mr. Ecker expressed a concern regarding the tap-in fees being paid as each unit is sold.

Ms. Lee explained that the Authority receives a minuscule portion of the overage costs of the syphons each time a property is sold, as pay-back of the outstanding \$473,000.

The motion passed: 4 ayes, 1 nay. Mr. Ecker cast the negative vote.

NEW BUSINESS

Mr. Keszczyk distributed an outline of the Authority's debt service and reviewed the outstanding sewer and water bonds. He explained the time line for balances projected to 2027.

Mr. Carroll questioned the value of the system.

Mr. Keller noted that may need an in-depth study.

Ms. Lee confirmed that the debt will be substantially healthier in 2023 and paid off in 2027.

Mr. Carroll suggested including sewer pipe replacement in the capital plan.

EXECUTIVE SESSION

Chairman Chomnuk recessed the meeting to executive session at 7:50 p.m.

ADJOURNMENT

The meeting adjourned at 8:00 p.m. on motion by Mr. Benner.

Submitted by,

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