

October 20, 2009

**POTTSTOWN BOROUGH AUTHORITY  
WATER**

**CALL TO ORDER**

Chairman Downie called the meeting to order at 7:00 p.m. Present were Ronald Downie, Doug Dilliplane, Don Read, Aram Ecker and Tom Carroll. Also in attendance were Interim Authority Manager Jason Bobst, Solicitor David Garner, Tom Weld, BCM Engineers, Public Works Director Doug Yerger, Bookkeeper Janice Lee, Utilities Coordinator Brent Wagner and Borough Secretary Virginia Takach.

**PUBLIC COMMENT**

a. Jay & Sue Wissler, 72 North Evans Street – explained a discrepancy regarding late charges for the utility bill for 72 North Evans Street. Mrs. Wissler advised that she paid the bill minus the late charges on the day the bill was received. The late charges are now \$92.92.

Chairman Downie advised that this matter would go before the Authority Review Committee and would forward its decision to Ms. Lee.

b. David Stout, 624 North Hanover Street – requested the Board's consideration in the use of saddles for connecting laterals to a main.

Chairman Downie requested that Mr. Yerger and staff review the saddle and its proposed use and requested a report to the Board.

**CORRESPONDENCE**

Chairman Downie referred to the PMAA dinner meeting scheduled for November 19<sup>th</sup> and a letter from Solicitor Garner regarding legal representation to be considered for the 2010 budget.

Mr. Wagner also commented on the DEP response regarding the Waste Management Closure project. He added that the concerns would be monitored and addressed during the monthly meetings with Waste Management.

**COMMITTEE REPORTS**

**FINANCIAL**

Ms. Lee clarified certain issues under the Cash Equivalent of the Sewer Fund section of the Audit report. She advised that the \$3 million dollar difference is explained further in the report on page #11 under Net Cash Used. Ms. Lee also explained the Cash Balances reports as of October 16<sup>th</sup>.

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### MARKETING

Mr. Wagner advised that a meeting is scheduled with North Coventry Township officials to discuss the bulk water rates.

Mr. Bobst advised that the meeting with North Coventry officials would include himself, Chairman Downie, Doug Dilliplane and Brent Wagner.

### ENERGY

Mr. Wagner reported that a pilot study is underway with the transformers to begin October 23<sup>rd</sup>. He added that he consulted with MGK at no cost, to evaluate energy savings on the dryer and the loss of heat from the dryer. Mr. Wagner requested authorization from the Board to conduct a feasibility study for extracting and reusing the lost heat from the dryer at a cost of \$2,500 for the study.

Mr. Carroll moved to invest \$2,500 into a feasibility study regarding the lost heat from the dryer. Mr. Dilliplane seconded the motion.

After a brief discussion, it was the consensus of the Board to postpone this expenditure at this time.

Motion denied: 5 nays.

### ODOR REPORT

Mr. Wagner reported that there were two odor reports from the Sports Center and measures are being taken to address the clarifiers.

### RESTRUCTURING

Mr. Read advised that the Authority Administrator position is under review by Mr. Bobst, the Interim Authority Manager.

Mr. Bobst commented that his description would be more of a financially driven position than an operational position.

Solicitor Garner added that Bond Counsel, Bob Jones, has offered a proposal to review the lease and management agreements and provide an analysis along with a recommendation.

Chairman Downie advised that this would be listed for discussion at the next Authority meeting.

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## **FINANCIAL REPORT**

### **BOND ISSUE UPDATE**

Ms. Lee advised that the settlement of the bond is tentatively scheduled for November 18<sup>th</sup>.

### **TOWNSHIP MEETINGS**

Ms. Lee reported that the agreement with West Pottgrove is ready for authorization and the agreements with Lower and Upper Pottsgrove are pending.

Mr. Read expressed concern with the agreements in that the Manager, the Engineer, the Solicitor and the Public Works Director were not involved with the process. He also disapproved of the Authority members being polled over the phone. Mr. Read also noted that the percentage of the discounts among the townships is not the same.

Mr. Carroll commended the Finance Director and the Utilities Coordinator in finding these discrepancies and trying to resolve these outstanding matters.

Solicitor Garner advised that he has reviewed the agreements and made provisions and is satisfied with the arrangements and recommended approval.

Mr. Ecker also commented that the Authority's credibility is restored since these matters are getting resolved and also commended Ms. Lee and Mr. Wagner.

Mr. Carroll moved to ratify the Reconciliation Agreement between the Pottstown Borough Authority and West Pottsgove Township to resolve outstanding debts for the years 2001 to and including 2007. Mr. Ecker seconded the motion.

The motion passed: 4 ayes, 1 nay. Mr. Read cast the negative vote and requested that the Assistant Secretary sign the agreement in place of the Secretary.

## **2010 BUDGETS**

### **Water Fund**

Ms. Lee reported that she is working with Mr. Wagner and Dave Busch with the revenues. She added that she would review and verify the billing regarding North Coventry Township.

Mr. Yerger noted that a new camera truck would be discussed under Sewer with the capital projects.

Mr. Wagner added that a backhoe could be considered with the surplus from the sewer funds.

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Tom Weld agreed to provide additional information to Ms. Lee regarding capital items within the week.

Mr. Bobst advised that the insurance numbers should be available by next month for projected expenditures.

## **OLD BUSINESS**

### **MINUTES**

Chairman Downie asked for asked for additions or corrections to the minutes of September 15, 2009. Hearing none, the minutes stood approved.

### **VENDOR FOR PUBLIC NOTIFICATION SYSTEM**

Mr. Wagner advised that the two systems, Code Red and Swiftreach, are under consideration for the public notification system.

Solicitor Garner agreed to negotiate a satisfactory legal agreement with Swiftreach and report to the Board.

Mr. Yerger suggested a one-year agreement.

### **STOWE RESERVOIR DEMOLITION – CONTRACT NO. 137**

Mr. Weld reviewed the bid tabulations for the demolition of the Stowe Reservoir. He recommended the bid be awarded to the lowest responsible bidder, Reiff Brothers for a total of 217,616. He added that the estimate for the project was \$390,000.

Mr. Dilliplane moved to award the bid for the demolition of the Stowe Reservoir to Reiff Brothers Excavating, LLC, Stevens, PA for a total amount of \$217,616. Mr. Carroll seconded the motion and it passed unanimously.

## **NEW BUSINESS**

### **PILOT STUDY GREENPRO & PACAL**

Mr. Wagner reported that a letter was sent to DEP seeking approval to conduct two pilot tests at the Wastewater Treatment Plant in order to determine the benefits of a coagulate product and an oxidizer. The goal of the proposed 180-day pilot program would be to replace Potassium Permanganate with GreenClean Pro, which is safer for the environment and the plant's operations.

### **CLEAR WIRELESS**

Solicitor Garner advised that he was recently contacted by Clear Wireless to place an antenna on the Sanatoga, K-Mart tank. He added that the proposed agreement has been reviewed and is satisfactory.

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Mr. Dilliplane moved to authorize the entry into a lease agreement with Clear Wireless to place an antenna on the Sanatoga, K-Mart Tank at a rate of \$1,500 per month. Mr. Read seconded the motion and it passed unanimously.

ADJOURNMENT

The meeting adjourned at 8:37 p.m. on motion by Mr. Ecker.

Submitted by Virginia Takach, Borough Secretary  
for Don Read, Secretary