

May 16, 2023

POTTSTOWN BOROUGH AUTHORITY

ATTENDANCE

Present were Mike Benner, Jeff Chomnuk, Aram Ecker and David Renn. Also present were Solicitor Vincent Pompo, Associate Attorney Melissa Rheinstadter, Engineer Cory Salmon, Public Works Director Doug Yerger, Assistant Public Works Director David Haygood, Utilities Director Brent Wagner, Bookkeeper Gerry Keszczyk. Manager Keller and Member Mark Gibson were absent.

PUBLIC COMMENT

Solicitor Pompo introduced Melissa Rheinstadter, a new associate with Lamb McErlane.

Ms. Rheinstadter noted that this is her first Authority meeting and she has interest in municipal work.

APPROVAL OF MINUTES

Mr. Benner moved to approve the minutes of the April 18, 2023 meeting. Mr. Renn seconded the motion and it passed unanimously.

SOLICITOR'S REPORT

Solicitor Pompo referred to the report distributed. He updated the Board on HB 88 that considers a municipality that has properly advertised a legal notice in a newspaper and wherein the newspaper fails to publish the notice properly. He also referred to HB 299, "Jake's Law" which will cover employees under OSHA regulations.

Solicitor Pompo review HB 905 that would require a municipal authority to provide notice to customers if their water usage increases more than 50% for one month and to make reasonable effort to "assist" the customer.

Mr. Yerger noted that a meter upgrade would make this easier to manage, now it is only through billing.

Attorney Pompo agree to reach out to PMAA for additional information on this matter

ENGINEER'S REPORT

Engineer Cory Salmon referred to the report distributed. He advised that the UV project contractors will be on site next week and completion of installing pipes expected by the end of the month. He also advised that he had contracts with additional residents for the lead service replacement, confirming that the owner's contract will include penetrating the wall. There are six remaining for restoration. Mr. Salmon also provided an update on the CFA Small Water and Sewer program, noting that the application was submitted a few months ago with an expected response by September.

UTILITIES DIRECTOR'S REPORT

Mr. Wagner provided an update on the air scour system, noting that they are on Filter #3, expecting to be done by June. He also reported on the UV system, advising that a meeting with DEP is scheduled

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for May 17th to finalize the permit issues and the goal is June 1st.

Mr. Wagner advised that the valves were received at the Wastewater Treatment Plant and working on a plan to replace the valves. He expects to have completed by 2025 and possibly have staff work 24 hour shifts. He will keep the board informed.

PUBLIC WORKS DIRECTOR'S REPORT

Mr. Yerger reported that the water crew is working on a broken valve on Moser Road and starting to install new meters. He is still waiting for certain equipment. Mr. Yerger also reported the contract bid will be listed for manhole lid replacement for approximately 60 manholes. He added that approximately 600 out of the 1,600 have been replaced. He added that the hydrant at Hale and East Streets will be rebuilt, as it is difficult to open and not draining properly.

FINANCE

Mr. Keszczyk referred to the reports distributed. He advised that for one-third of the year, water fund revenues are at 27% and expenses at 30%. The sewer fund revenues are at 37% and expenses at 23% year to date. Mr. Keszczyk added that the bulk sewer revenue is over budget by \$73,000 and sludge hauling expense is over budget by \$9,000. He also explained that payments are due one month ahead, for example the May 1st payment is sent out in April. He noted that the lagoon payment last month was \$116,000, which was in the budget. Mr. Keszczyk advised that approximately \$48,000 has been transferred to the General Fund for the tipping fees.

Mr. Keszczyk reported that the 2022 Audit has been finalized and on the agenda for approval.

Mr. Keszczyk also explained the Township notes listing \$271,000 due to sludge disposal. He advised that several items were included in this amount resulting. The sludge disposal number is \$9,000 over budget year-to-date.

OLD BUSINESS

None.

NEW BUSINESS

a. Authority Audit 2022 – Motion by Mr. Benner, seconded by Mr. Renn to approve the 2022 Pottstown Borough Authority Audit as presented.

Mr. Keszczyk advised that this was a clean audit with no finding. When approved, it will be posted on the website.

The motion passed unanimously.

b. Contract LR-1 Change Order No. 1 – Motion by Mr. Renn, seconded by Mr. Benner to approve Change Order No. 1 for Contract LR-1 (Joao & Bradley) for additional work caused by unforeseen conditions of the water mains in amount of \$7,402.68.

Mr. Salmon advised that the additional work included rust in multiple places and a leak on a stainless steel sleeve.

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The motion passed unanimously.

c. Contract LR-1 (Joao & Bradley) Payment No. 2 – Motion by Mr. Benner, seconded by Mr. Renn to approve application for Payment No. 2 for Contract LR-1 (Joao & Bradley) in the amount of \$339,270.25.

Mr. Salmon explained that this is the second payout for work through April 28th.

The motion passed unanimously.

d. PENNVEST Payment Request No. 3 – Motion by Mr. Ecker, seconded by Mr. Benner for approval of PENNVEST payment request No. 3 in the amount of \$346,499.60.

Mr. Salmon noted that this includes engineering and legal fees along with the purchase of Britta filters.

The motion passed unanimously.

e. 860 Cross Street – Motion by Mr. Benner, seconded by Mr. Renn to waive the water connection fees for 860 Cross Street.

Mr. Yerger advised that this request is for a frost-proof spigot for the proposed playground on Cross Street, which will also require a meter and meter pit.

Chairman Chomnuk advised that he spoke with Mr. Keller and this will eventually be a public park.

The motion passed unanimously

ADJOURNMENT

The meeting adjourned at 7:30 p.m. on motion by Mr. Renn.

Submitted by,

Virginia L. Takach, Borough Secretary
for David Renn, Secretary