

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY
MINUTES OF APRIL 10, 2014 MEETING**

A Regular Meeting of the Lower Perkiomen Valley Regional Sewer Authority was held on April 10, 2014, commencing at 6:00 PM at the Administration Building, Oaks, PA, with the following members present:

Terrie Stagliano	Paul Edwards	Paul Smith
Richard Kratz	Robert Fieo	

Also present: Barbara Cepko	Robert Brant	William Roshong
	Bob Kershner	Cecile Daniel

I. CALL TO ORDER Ms. Stagliano called the meeting to order at 6:00 PM and announced that an executive session to discuss a personnel matter would be held after the meeting was adjourned.

II. MINUTES

Upon a motion by Mr. Kratz, seconded by Mr. Fieo, the minutes of the Regular Meeting held March 13, 2014 were approved as presented.

III. PUBLIC COMMENTS:

Cathy Beyer, Arcola Road, commented on the LPVRSa submitting a permit application for the upper Middle Interceptor that makes the alternatives for the lower Middle Interceptor obsolete.

IV. REPORTS OF PROFESSIONAL STAFF

Written reports (attached) were submitted as following:

1) **Manager** – Barbara Cepko reported that over \$56,800 has been spent on the flo-tote area/velocity meters since their installation in October 2012. (Year one = \$37,740, Last 6 months = \$19,080). Mr. Dingman and Mr. Brant will review the draft letter to the municipalities with respect to immediately suspending the operation of the flo-tote meters. Three of the sensors out of eight meters are not functioning properly. The remaining flo-totes will be calibrated next week.

A recommendation for participation in the demand response program and peak response program will be presented to the board at the next meeting.

2) **Treasurer** - Paul Smith, Assistant Treasurer

3) **Authority Engineer** – William Dingman was not in attendance. His written report was forwarded to the board.

4) **Plant Operations** – William Roshong

5) **Solicitor** – Robert Brant

V. RESOLUTIONS AND DISCUSSIONS:

Upon a motion by Mr. Fieo, seconded by Mr. Smith and unanimously adopted, it was:

RESOLVED: That Capacity Rights Agreements for five (5) EDUs are hereby approved.

(List Attached)

Upon a motion by Mr. Fieo, seconded by Mr. Kratz, and unanimously adopted it was:

RESOLVED: That the Financial Statements as presented by the Manager for February 28, 2014 are hereby approved, subject to audit.

Upon a motion by Mr. Kratz, seconded by Mr. Fieo, and unanimously adopted, it was:

RESOLVED: That the contract for the Disinfection Tank Coating bid is hereby awarded to J. P. Smith Contractors Inc. for the low base bid of \$188,760.00.

Upon a motion by Mr. Smith, seconded by Mr. Fieo and unanimously adopted, it was:

RESOLVED: That the Wire Transfer Agreement with Continental Bank is hereby ratified.

Upon a motion by Mr. Edwards, seconded by Mr. Fieo and unanimously adopted, it was:

RESOLVED: That Titan Cleaning Service is hereby hired to clean the administration and maintenance building facilities at a cost of \$86.54 per week.

Upon a motion by Mr. Smith, seconded by Mr. Kratz and unanimously adopted, it was:

RESOLVED: That the Board accepts the draft of the audited financial statements for the fiscal year 2013 as prepared by Maillie.

Upon a motion by Mr. Edwards, seconded by Mr. Smith and unanimously adopted, it was:

RESOLVED: That the request by Michael Nolen to convert EDUs that were purchased at

275 gallons per day to a higher number of EDUs based on 200 gallons per day is denied as the Sewer Service Agreement and LPVRSAs policies do not allow for such a conversion.

Upon a motion by Mr. Smith, seconded by Mr. Kratz and unanimously adopted, it was:

RESOLVED: That the following are hereby designated as depositories for LPVRSAs funds:

Continental Bank
PLGIT (Class Account and CD Program)
Ambler Savings Bank (CD Investment)

Upon a motion by Mr. Kratz, seconded by Mr. Fieo and unanimously adopted, it was:

RESOLVED: That the following are Designated as Authorized Persons for the PLGIT Account: Chairman, Treasurer, Assistant Treasurer, Manager

Upon a motion by Mr. Smith, seconded by Mr. Fieo and unanimously adopted, it was:

RESOLVED: That the bills listed on Treasurer's Report 04-2014 are hereby approved for payment.

VI. NEW BUSINESS

Mr. Edwards presented information on Inflow and Infiltration (I/I) removal that he received from the Southwest Delaware County Municipal Authority. Ms. Cepko was asked to send the information to the member municipalities and ask that they share their I/I ordinances with LPVRS. Mr. Dingman can then review the ordinances and recommend solutions for I/I reduction that can be shared with the member municipalities and the local authorities.

The meeting was adjourned at 6:31 PM.

Respectfully submitted,

Richard Kratz, Secretary

MANAGER'S REPORT

April 2014

Barbara Ann Cepko, Manager

ACTION ITEMS:

- a) Capacity Rights Agreements – Four (4) EDUs (motion to approve)
- b) Finance Reports, February 28, 2013 (motion to approve)
- c) Bids for the coating of the disinfection tanks were received on April 3, 2014. J. P. Smith Contractors submitted the low bid of \$188,760. (motion to award)
- d) Standard wire transfer agreement with Continental Bank required to wire funds to PLGIT for purchase of CDs (motion to ratify)
- e) Two (2) proposals were solicited for a cleaning service but only one response was received. The current price is \$100 per week. We received a quote from Titan Cleaning Services for \$86.54 per week. (motion to hire Titan)
- f) The draft of the audited financial statements for the fiscal year ending December 31, 2013 has been completed by Maillie and forwarded to the board. The board needs to accept the draft for finalization. (motion to accept)
- g) The Board received the objective analysis from Bill Dingman on the request from Michael Nolan to increase the number of EDUs he purchased at 275 gallons per day. (motion to accept analysis for response to Mr. Nolan)
- h) Approval of All Financial Institutions currently used to deposit or invest LPVRSAs funds:
 - a. Continental Bank
 - b. PLGIT (PLGIT Class Account, PLGIT CD Program)
 - c. Ambler Savings Bank (Account, CD Investment)(motion to approve)
- i) PLGIT requires an updated Designation of Authorized Persons form completed for their records. Authorization for the following needs to be approved:
Chairman, Treasurer, Asst. Treasurer, Manager (Motion to approve)

OTHER BUSINESS:

Skippack Act 537 Special Study – Skippack will be submitting a memo to LPVRSa relative to peak flows and the capacity agreement between LPVRSa.

Montgomery County, Easements for upper Middle Interceptor – draft being prepared by Wendy McKenna for submission to county solicitor's office.

Enernoc, Demand Response Program – An agreement was received from Enernoc to continue participation in their demand response program for another 5 years, with a reduction in the compensation for curtailment. Enernoc was in a hurry to get the agreement signed. The agreement was reviewed by Attorney Blake Dunbar. However, subsequent to the review and a conversation with the Enernoc representative the compensation was increased. I solicited a proposal from Constellation, our current electric supplier, but they require a minimum curtailment of 100 kW. We cannot meet the requirement without shutting down vital equipment. I am working to get another company to look at our electric usage to see if we can get a better deal.

Constellation Energy, Peak Response Program – An agreement to participate in the peak response program was sent to Attorney Dunbar for review. LPVRSa can participate in both the demand response and peak response programs. There is no cost or penalty for nonresponse under the peak response program.

Refinance of Pennvest Loan – on hold.

Synagro – Class A sludge still being pursued.

Tim Krise Property, Rahns Road – Mr. Krise has agreed to retaining 1,400 gallons per day of capacity at his property. Mr. Brant's office will prepare the required release for signature by Mr. Krise and Perkiomen Township. The LPVRSa Policy on Return of Capacity states that the billing for treatment charges for capacity returned now will cease effective January 1, 2015.

Investment in PLGIT CD Program – On March 27, 2014, \$992,000 was moved from Continental Bank to PLGIT for investment in the PLGIT CD Program for 1 year, .54% interest.

**LPVRS
CAPACITY RIGHTS AGREEMENTS
FOR REVIEW/APPROVAL
April 10, 2014**

<u>Municipality</u>	<u># of EDU's</u>	<u>Total Amount Paid</u>
Upper Providence Township		
Deanne Gutschke 880 Hollow Road Parcel #61-00-02410-00-4 Application #2014-UP-002	1	\$4,800.00
R.A. Martino, LLC 1501 W. Main Street Recreation Center Parcel #61-00-03391-00-4 Application #2014-UP-003	4	\$19,200.00
<hr/> TOTAL	<hr/> 5	<hr/> \$24,000.00

**LPVRSa Engineer's Report
April 2014 Meeting
(March 8, 2013 to April 4, 2014)**

I. AUTHORITY BUSINESS

A. Middle Interceptor

1. Act 537 - DEP issued a Nov. 17, 2011 letter to member municipalities requiring revised Act 537 planning. LPVRSa provided direction on selected alternative and the report is in process. PAFBC and PHMC (Partial) required additional studies have been completed and comments have been received from the agencies. Private property access for completion of PHMC study in process. Public comments and municipal planning commission comments will be solicited on report. After receipt of comments final report will be prepared for municipal action.
2. Upper Middle Interceptor Permits - NPDES issued 9/9/13. Joint permit and DEP Part 2 Water Quality permit application submission made to agencies. PHMC September 26, 2013 letter requested additional information. CHRS completed the additional work and report submitted to agencies. Bursich completed final design G&A authorized to review interconnections. PADOT and Township roadway access permits in process. ACOE 12/3/13 email comments requested updated wetland delineation for ACOE field verification along with clarification information. Waters/wetland delineation report issued, ACOE/PADEP field review scheduled for April 7, 2014.
3. Upper Middle Interceptor Easements - Easements to be obtained include County (Meeting held & info provided), Pfizer (Meeting held & info in process), and Gorski and Stiefel access/construction easements.

B. Miscellaneous

1. Five bids received on April 3, 2014 for disinfection tank coatings. Recommend award to JP Smith Contractors, Inc, in the amount of \$188,760.
2. Prison sewer service – awaiting Skippack Twp Act 537 Plan.
3. NPDES permit renewal submitted, DEP review schedule is late 2014.
4. Annual Representative Flow and Chap 94 Report issued.
5. Headworks study on-going.
6. Sludge day tank investigation structural field meeting. First phase proposal for detail investigation in process.
7. Reviewed miscellaneous developer EDU requests.

TO: LPVRS Board Members
FROM: William Roshong, Plant Superintendent
Date: April 2, 2014
RE: Monthly Operations Report for March 2014

I. The Oaks Plant had no violations for the month of March 2014.

II. Activities and Improvements

Annual Chapter 94 submitted to PADEP

III. Industrial Pretreatment Issues

Annual IPP report submitted to USEPA and PADEP

IV. Monthly and YTD Plant Flow Information
(Plant Effluent)

March 2014 Average Monthly Flow	9.94	MGD
March 2014 Minimum Daily Flow	7.22	MGD
March 2014 Maximum Daily Flow	26.32	MGD
Average Daily Flow YTD 2014	10.55	MGD