

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY
MINUTES OF JANUARY 9, 2014 MEETING**

A Regular Meeting of the Lower Perkiomen Valley Regional Sewer Authority was held on January 9, 2014, commencing at 6:00 PM at the Administration Building, Oaks, PA, with the following members present:

Terrie Stagliano	Paul Edwards	Fred Walker
Richard Kratz	Paul Smith	

Also present: Barbara Cepko William Roshong Robert Brant
William Dingman Bob Kershner

I. CALL TO ORDER Ms. Stagliano called the meeting to order at 6:00 PM.

II. RE-ORGANIZATION MEETING

Election of Officers to Serve in 2014:

Mr. Brant presented the slate of officers to serve in 2014 as follows:

Chairman	Teresa Stagliano
Vice Chairman	Paul Edwards
Treasurer	Fred Walker
Asst Treasurer	Paul Smith
Secretary	Richard Kratz
Asst Secretary	Robert Fieo

Upon a motion by Mr. Kratz, seconded by Mr. Edwards, the slate of officers was elected to serve in 2014 by unanimous vote.

Chairman Stagliano presided over the meeting.

Upon a motion by Mr. Edwards, seconded by Mr. Smith and adopted by the majority vote of the Board, it was:

RESOLVED: That Gilmore & Associates is appointed to serve as Consulting Engineers during the year 2014.

Aye – 5 No – 1 (Walker)

Upon a motion by Mr. Edwards, seconded by Mr. Kratz and adopted by the majority vote of the Board, it was:

RESOLVED: That Robert L. Brant & Associates is appointed to serve as Solicitor during the year 2014.

Aye – 5 No – 1 (Walker)

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

RESVOLED: That Maillie LLP is appointed to serve as Auditor during the year 2014.

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

RESOLVED: That Continental Bank will continue to serve as depository bank with authorized signers as follows:

Chairman, Vice-Chairman, Treasurer and Manager

III. MINUTES

Upon a motion by Mr. Kratz, seconded by Mr. Edwards, the minutes of the Regular Meeting held December 12, 2013 were approved as presented.

IV. GRATERFORD PRISON – Mark Dickinson, Hill International

Prior to the arrival of Mr. Dickinson, Ms. Stagliano and Mr. Brant informed the Board of the meeting and discussion with Mr. Dickinson about the connection and timing of payment for the capacity required for the new prison at Graterford. LPVRSAs requirements and those of the state are in conflict.

Mr. Dickinson arrived and answered the Board's questions with respect to the prison project and the payment process for EDUs. :

- 1) The first step in the process is the agreement between Skippack Township and the Department of Corrections. The state is waiting for the signed agreement.
- 2) By statute, the state cannot pay out public improvement funds for the sewer capacity until there is a guarantee of capacity and the prison is ready for connection.
- 3) Mr. Dingman will review the capacity application, schematic of the facility and the flows once received. According to Mr. Dickinson, the number of EDUs is established.
- 4) There are two (2) more years of construction left.
- 5) Skippack is working on their Act 537 Plan update and will be making improvements to their sewer line. The prison will not need EDUs unless the line is constructed.
- 6) Prisoners will be moved from the old to the new prison. No additional prisoners will be added.
- 7) The state is required to follow PA DEP regulations.
- 8) An attorney from the General Counsel's office will be available to speak to Mr. Brant next week.
- 9) The state will work with LPVRSAs with respect to the payment of fees relative to funding of the middle interceptor project. The state could issue a letter of intent or some other acceptable document.
- 10) The funds are already budgeted. There is no concern that the state will request a payment plan, which would not be acceptable to LPVRSAs.

IV. PUBLIC COMMENTS:

Mrs. Cathy Beyer, Arcola Road, is concerned about the prison connecting and its relationship to contamination could occur during from high flows during a hurricane. Mr. Dingman stated that all treatment facilities experience high flows under those conditions. The 2011 flow data was an issue but the 2012 flow data showed that there is capacity available to connect the prison.

Mr. Ron Beyer, Arcola Road, asked if the discharge from the prison would be regulated. Mr. Dingman responded that the quality and quantity will be regulated.

V. REPORTS OF PROFESSIONAL STAFF

Written reports (attached) were submitted as following:

- 1) **Manager** – Barbara Ann Cepko
Ms. Cepko announced that the audit will begin on February 18, 2014. The Board will again receive letters and fraud questionnaires from the auditor's office.
- 2) **Treasurer** - Fred Walker
- 3) **Authority Engineer** – William Dingman prepared progress report #16 on the Act 537 Planning Update. Copies will be forwarded to the board. The NPDES Permit Renewal application has been submitted to the PA DEP.
- 4) **Plant Operations** - William Roshong
- 5) **Solicitor** – Robert Brant

VI. RESOLUTIONS AND DISCUSSIONS:

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

RESOLVED: That the Capacity Rights Agreement for 7 EDUs be approved for the Metropolitan Veterinary Hospital, 2626 Van Buren Avenue, contingent upon the verification of the number of EDUs sold by Lower Providence Township Sewer to MVH from their 2002 purchase of 275 EDUs.

FURTHER RESOLVED: That Metropolitan Veterinary Hospital is required to purchase three (3) additional EDUs for the property based on water records and the review by Mr. Dingman.

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

RESOLVED: That the Chapter 94 Consistency Letter be released for Meadow Glen, Phase III, for 105 residential EDUs in Skippack Township.

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

RESOLVED: That the Financial Statements as presented by the Manager for November 30, 2013 are hereby approved.

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

RESOLVED: That the Schedule of Fees for 2014 is approved as presented.

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

RESOLVED: That the bills listed on Treasurer's Report 01-2014 are hereby approved for payment.

Mr. Walker discussed the possibility of the revenue stream that could be realized from accepting hauled waste at the Oaks Plant. Information on the capital investment and possible revenue will be gathered for an evaluation.

The meeting was adjourned at 7:06 PM.

Respectfully submitted,

Richard Kratz, Secretary

MANAGER'S REPORT

January 2014

Barbara Ann Cepko, Manager

ACTION ITEMS:

- a) Capacity Rights Agreements – EDUs (Motion to approve)
- b) Release of Chapter 94 Consistency Letter, Meadow Glen, Phase III, 105 EDUs. Toll Brothers has submitted the application for 105 EDUs for the development located in Skippack Township (104 new lots and 1 EDU for the adjacent property per a contact with the former land owner). (Motion to release)
- c) Finance Reports, November 30, 2013 (Motion to approve)
- d) Schedule of Fees for 2014 Motion to approve)

OTHER BUSINESS:

Montgomery County, Easements for upper Middle Interceptor – information is still under review by the county solicitor.

Connection of New Graterford Prison – A meeting with Mark Dickinson of Hill International has been scheduled for January 7, 2014 to discuss the connection of the prison and timing of payment for capacity fees.

Bursich File Transition – is still in progress. The middle interceptor plans and specs will be completed shortly.

Refinance of Pennvest Loan – on hold.

PA Treasury, Unclaimed Property – The claim is being processed for the unclaimed property (money) in the amount of \$2,999.00.

GSK – has submitted drawings for a new sewage meter and flume to Bill Dingman for review. GSK will pay all costs of the review. GSK has been notified that the flows from their facility are within the parameters of their IPP permit and the Notice of Violation dated has been closed out.

Bidding Threshold Effective January 1, 2014 – The bidding threshold for municipal authorities has been increased for inflation as follows:

Purchases and contracts below \$10,300 require no formal bidding or quotes.

Purchases and contracts between \$10,300 and \$19,100 require 3 quotes.

Purchases and contracts over \$19,100 require formal bidding

LPVRS
CAPACITY RIGHTS
AGREEMENTS
FOR
REVIEW/APPROVAL
January 9, 2014

<u>Lower Providence Twp</u>	<u># of EDU's</u>	<u>Amount Paid</u>
Metropolitan Veterinary Hospital 2626 Van Buren Avenue Parcel #4300-15405-50-9 Application #2014-LP-001	7	\$33,600.00
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TOTAL	7	\$33,600.00

**LPVRS A
REQUEST FOR RELEASE OF
CHAPTER 94 CONSISTENCY LETTER
January 9, 2014**

Skippack Township

Meadow Glen Phase 3
Toll Brothers
Skippack Township

105 EDU's

**LPVRSa Engineer's Report
January 2014 Meeting
(December 5, 2013 to January 2, 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. A separate status report will be issued and presented at LPVRSa meeting.
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 (No significant artifacts encountered). CHRS report to be submitted to agencies. Bursich completing final design. 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 on-going.
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. Bid document preparation for disinfection tank concrete surfaces in process.
2. Prison sewer service assistance, four flow meters are in the interceptor to check on current available capacity. Meter rental terminated Dec. 2013.
3. NPDES permit renewal submitted to agencies.
4. Flow meter data report for November/December on-going.
5. Headworks study on-going.
6. Sludge day tank investigation on-going.

TO: LPVRS Board Members
FROM: William Roshong, Plant Superintendent
Date: January 2, 2014
RE: Monthly Operations Report for December 2013

I. The Oaks Plant had no violations for the month of December 2013

II. Activities and Improvements

NPDES permit renewal submitted by 12/32/2013 deadline.

III. Industrial Pretreatment Issues

Industrial User annual inspections completed.

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

December 2013 Average Monthly Flow	9.65	MGD
December 2013 Minimum Daily Flow	5.52	MGD
December 2013 Maximum Daily Flow	17.85	MGD
Average Daily Flow Year 2013	8.03	MGD