

**UPPER POTTS GROVE TOWNSHIP  
SEWER & WATER COMMITTEE MEETING  
JANUARY 28, 2013**

Committee Members in attendance were Chairman John Bealer, Vice Chairman David Crock, Ed O'Brien, Michael Henzes and James Payne. Also in attendance were Hyon Duk Shin, Water and Wastewater Manager for LTL, Christopher Pelka, Township Engineer, Charles Garner, Township Solicitor and Jack Layne, Township Manager.

**I. Call to Order**

Chairman Bealer called the meeting to order at 5:03 P.M.

**II. Approval of Minutes [December 3, 2012]**

Mr. O'Brien moved that the December 3, 2012 meeting minutes be approved as submitted. Mr. Payne seconded this motion. The motion was approved.

**III. Reports**

**A. Engineer's Report**

Mr. Pelka provided the Engineer's Report. Highlights of his Report included the following:

- An update of the proposed Corrective Action Plan (CAP) was provided. He noted that he had provided a letter to Cardno BCM regarding the status of the on January 15th. This letter summarized activity regarding the permanent meters, televising Regal Oaks repairs and the Manhole #104 repair.
- He stated that the remaining Regal Oaks Building and Sewer Repairs would be completed when the televising project would begin.
- He asked what would be a recommended beginning period for the televising project on Farmington Avenue. Mr. Pelka initially stated that it might be advisable to begin this project in February, which would be completed in 90 days, due to the fact that the sewer flows are coming in higher than expected and he would like to provide this data to the Borough Authority. Mr. O'Brien emphasized that February was too early to begin this project since higher ground water flow normally occurs in April. Mr. Pelka stated that the six new meters would be recalibrated this week. Mr. O'Brien questioned why the meters were not calibrated on a quarterly as opposed to an annual basis. Mr. Shin stated that these meters could be calibrated on a quarterly basis. Mr. Shin further stated that the meter flow data was available on the web and could be accessed by Township staff. Mr. Layne noted that the Applebees meter flow readings were extremely high for December and that there must be a problem with the meter. Chairman Bealer noted that staff could access meter flow data on a daily basis.
- Manhole #104 Repair Project: Mr. Pelka stated that the Manhole #104 Repair project had been completed and that photographs of this manhole

were in the Engineer's Report. He stated that basically they had created a new manhole inside the old manhole.

- Mr. Pelka continued discussion on the televising project. Mr. O'Brien reiterated that the televising project should not be done too early. Following additional discussion on this matter, it was recommended that the televising project should begin on March 18, 2013 and be completed within a 90-day period.
- Tapping Fee Calculation: Mr. Pelka discussed the Tapping Fee calculation report that had been provided by LTL. He stated that the recommended maximum Tapping Fee as a result of this study was \$3,954.54. This amount was not inclusive of the \$1,200 Connection Fee. Following a brief discussion on this matter, Vice Chairman Crock moved that the Township adopt the new maximum Tapping Fee of \$3,954.54. Mr. O'Brien seconded this motion. The motion was approved.
- Pottstown Borough Authority Capital Improvements Plan: It was noted by Mr. Pelka that the Borough Authority desired a response to their proposed Capital Improvements Plan by February 4<sup>th</sup>. Mr. Layne stated that he had submitted a letter to the Borough Authority requesting an extension of time to the week of February 18<sup>th</sup>. He further stated that there would be a February 11<sup>th</sup> meeting at Lower Pottsgrove Township where this proposed Capital Improvements Plan would be discussed by Lower Pottsgrove, West Pottsgrove and Upper Pottsgrove officials and staff.

**IV. Public Comment**

There was no public comment.

**V. Updates**

- Mr. Henzes asked about how to obtain a copy of Superior Water Company's capital improvement plan. Mr. Layne stated that he would contact Superior regarding this matter.
- Mr. Payne asked about the status of the Regal Oaks expansion plan. Mr. Layne stated that this plan is still alive but it is contingent on funding availability.

**VI. Old Business**

**A. Flow Report, B. Corrective Action Plan (CAP) update, C. Tapping Fee review and the D. Televising Plan update**

Items A. through D. were discussed under the Engineer's Report.

**VII. New Business**

There was no New Business

**VIII. Adjournment**

Mr. O'Brien moved that the meeting be adjourned at 6:16 P.M. Mr. HENZES seconded the motion. The meeting was adjourned.

Submitted by Jack Layne, Township Manager

**The next Sewer & Water Committee meeting is scheduled for 5:00 P.M.  
Monday, March 25, 2013**