

**UPPER POTTS GROVE TOWNSHIP  
SEWER & WATER COMMITTEE MEETING  
SEPTEMBER 23, 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 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 5:05 P.M.

**II. Approval of Minutes [July 22, 2013]**

Mr. Henzes moved that the July 22, 2013 meeting minutes be approved as submitted. Vice Chairman Crock seconded this motion. The motion was approved.

**II. Reports**

**A. Engineer's Report**

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

- Mr. Pelka stated that the August flows were the lowest since September 2010 and the lowest ADF/EDU since March 2006. Full Flow Reports have been discontinued at this time, however, at the request of the Township as a budget reduction effort.
- Mr. Pelka stated that the final Phase 2 CAP Report was issued on August 21, 2013 documenting minimal corrective actions by the Township. He emphasized that the most economical expenditure for reducing I&I would be to continue installation of the Manhole Inflow Protectors throughout the system.
- The Televising Project was discussed by the Committee. It was noted that the groundwater conditions might still be unfavorable to have Cleaver Cable Construction complete the televising contract. The Committee discussed the fact that there was a significant segment of the Televising Contract that should be completed by Cleaver. Therefore, Mr. Payne moved that Cleaver Cable Construction be contacted by Mr. Pelka to have them come back to complete the Televising Contract with the Township. Mr. O'Brien seconded the motion. The motion was approved.
- Mr. Pelka stated that the Township had opted to reject all the bids for the proposed N. Hanover Street Sewer Lining project due to budgetary concerns. He did state that Pottstown did assist the Township by performing root cutting on Friday, September 20<sup>th</sup> in this area.
- Mr. Pelka stated that a tentative Agreement had been reached in principal with the property owner at 1393 Farmington Avenue for the property

owner and the Township to share in the cost of the repair with the property owner paying up to \$1,500 of the total cost for the repair.

- It was noted that Manhole Number 3 had been repaired in Phase I of Coddington View and that Inflow Protectors were soon to be installed by the contractor in Manhole Numbers 2 and 8.
- Mr. Pelka stated that the Third Clarifier Study had been submitted, the Lower and West Pottsgrove engineers had reviewed this Study and had no comments and BCM had no comments. He added that the Third Clarifier had been removed from the Borough Authority's 2014 Budget.
- Mr. Pelka stated that the Waste Water Treatment Plant Third Party review RFQ had been sent out for bid.

**IV. Public Comment**

There was no Public Comment.

**V. Updates**

- There were no updates provided.

**VI. Old Business**

**A. Flow Report, B. Corrective Action Plan (CAP) update, C. Proposed Five-Year Capital Improvement Plan review/update and the D. Televising Plan update**

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

**VII. New Business**

**A. Proposed 2014 Budget**

The Committee discussed the proposed 2014 Budget for the Sewer Fund. Mr. Layne noted that the proposed 2014 Budget was a work in progress and would be initially discussed publicly by the Township's Board of Commissioners at their September 30<sup>th</sup> Special Budget meeting. He stated that the Sewer Fund was very tight and that officials and staff were working to attempt to identify additional sources of revenue in order to offset the projected increased costs for 2014. Mr. Layne stated that he would be in contact with Lower Pottsgrove to obtain a better idea as to what the cost would be for Porter Pump Station for 2014. Mr. O'Brien suggested doing sewer billing on a semi-annual basis. Chairman Bealer stated that this item would continue to be reviewed as the 2014 Budget moved towards adoption by the Board of Commissioners.

**VIII. Adjournment**

Mr. Payne moved that the meeting be adjourned at 6:30 P.M. Vice Chairman Crock 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, November 25, 2013**