

**UPPER POTTS GROVE TOWNSHIP  
SEWER & WATER COMMITTEE MEETING  
MARCH 28, 2011**

Committee Members in attendance were Chairman John Bealer, Ed O'Brien, Michael HENZES and Jeffrey Nason. Vice Chairman David Crock was absent. Also in attendance were Charles Garner, Township Solicitor, Chris Hannum, LTL Engineer, 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 [January 24, 2011]**

Mr. O'Brien moved that the January 24, 2011 meeting minutes be approved as submitted. Mr. Nason seconded this motion. The motion was approved.

**III. Public Comment**

There was no Public Comment.

**IV. Updates**

The Updates were provided under Old and New Business.

**V. Old Business**

**A. Standard Specifications**

Following a brief discussion on the proposed Standard Sewer Specifications and Details that were provided at the last Committee meeting, there was a consensus that this proposed document presented no problem. Subsequently, Mr. O'Brien moved that the proposed Standard Sewer Specifications and Details be submitted to the Township Board of Commissioners for their review and approval. Mr. HENZES seconded the motion. The motion was approved.

**VI. New Business**

**A. Act 537 On-Lot-Management Program**

Mr. Hannum discussed a proposed Act 537 On-Lot Management Program for the Township. He stated that if implemented this program would require the pumping and inspection of on-lot systems every three years. He stated that he does not believe that this Program is needed for the Township since there are plans for most of the troubled areas to have public sewer in the next 10 years. He added that the Committee needed to provide something to the Board of Commissioners by July 2011 regarding this matter. He stated that he would provide more information (i.e., pros and cons of the on-lot system) to the Committee at the May Committee meeting. He closed by stating that he was confident that most of the sewage issues were under control.

**B. New PADEP Requirements for Chapter 94**

Mr. Hannum stated that new Pennsylvania Department of Environmental Protection (PADEP) Chapter 94 requirements will recommend a monitoring of

peak versus average flows for pump stations. Mr. O'Brien stated that the intent of these new requirements is to locate bypass situations. Mr. O'Brien stated that PADEP was requesting that these requirements be implemented and not mandating that they be implemented. He added that these proposed requirements are very cumbersome and expensive to implement. Mr. Hannum emphasized that the implementation of these requirements would be costly. Mr. Hannum stated that they would develop a letter to PADEP in response to this matter.

**C. Flow Reports**

Mr. Hannum stated that Flow Reports were not provided prior to the meeting but would be made available shortly.

**D. Fixed versus User Rates for Sewer Fees**

Mr. Layne stated that a number of residents have requested that the Township proceed forward to implement a policy for sewer charges to be based on usage and not at a fixed quarterly rate. Chairman Bealer stated that in order for this policy change to be implemented that the amount of the debt payment to be paid by the Township had to be considered.

**E. Sewer Customers not properly billed for past usage**

Mr. Garner stated that only two customers that had received past sewer service and were not properly charged have not paid the amount that was owed to the Township.

**F. Township taking over sewer billing**

Mr. Layne stated that the Board had authorized staff to further review and report on the feasibility for staff to take over all sewer billing.

**VII. Adjournment**

Mr. Nason moved that the meeting be adjourned at 5:37 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, May 23, 2011**