

December 20, 2011

**POTTSTOWN BOROUGH AUTHORITY
WATER**

CALL TO ORDER

Chairman Downie called the meeting to order at 7:00 p.m. Present were Ronald Downie, Doug Dilliplane, Tom Carroll and David Renn. Also in attendance were Authority Manager Jason Bobst, Solicitor David Garner, Public Works Director Doug Yerger, Tom Weld, BCM Engineers, Bookkeeper Janice Lee, Utilities Administrator Robert Plenderleith and Utilities Coordinator Brent Wagner. Aram Ecker and Borough Secretary Virginia Takach were absent.

PUBLIC COMMENT

None.

CORRESPONDENCE

Chairman Downie wished all happy and safe holidays.

Chairman Downie also referred to Governor's report in the CHAR Newsletter regarding Drinking Water statistics for the next twenty years.

COMMITTEE REPORTS

PLANNING & CAPITAL PROJECTS

Mr. Renn reported on several meetings held in the past month. He referred to Attachment D in the Financial Report, identifying capital projects, along with energy conservation and green initiatives.

MARKETING

Mr. Bobst noted that a draft article is under review.

AUTHORITY MANAGER'S REPORT

Mr. Bobst advised that the new employee is in position at the Water Treatment Plant. He also noted that there is interest in a 15-acre property adjacent to the Sewer Plant by an outside party.

Mr. Bobst explained the Airport runway extension project, noting that Phase II will involve the relocation of water and sewer lines in the Circle of Progress.

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SOLICITOR'S REPORT

Solicitor Garner referred to his written report and highlighted the concerns with Upper Pottsgrove and Lower Pottsgrove Townships. He noted that since the report, Upper Pottsgrove's Solicitor is agreeing to prepare a proposal on the issues in question.

ENGINEER'S REPORT

Mr. Weld referred to the Engineers Report, advising that he is awaiting information from Lower Pottsgrove regarding the Force Main statistics and control system.

Mr. Wagner reported on his meeting with DEP regarding the operation with Lower's new Force Main and the guidelines that need to be established.

Mr. Weld also advised that he is still awaiting Lower Pottsgrove's Water Quality Management report, Part II application that the Township should have been submitted to DEP.

Mr. Weld also provided an update on the metering and calibration system with Upper Pottsgrove and the discrepancies with the system. Mr. Weld also advised that the joint Quinter Street project with West Pottsgrove Township would be bid on January 17th.

LEGAL REPRESENTATION 2012

Mr. Carroll moved to accept and approve the proposal of David Garner for Legal Representation for calendar year 2012 as presented in his letter of October 20, 2011. Mr. Renn seconded the motion and it passed unanimously.

ENGINEERING SERVICES 2012

Mr. Dilliplane moved to accept and approve the proposal of Tom Weld, BCM Engineers for Engineering Services for Calendar Year 2012 as presented in the letter of December 1, 2011. Mr. Carroll seconded the motion and it passed unanimously.

FINANCE

Mr. Plenderleith referred to Attachment D in the financial report advising that, in the Water Fund, the transfer to reserves will be close to \$700,000 due to a combination of increased revenues and lower water treatment expenses. He added that the sewer fund may net in a \$300,000 deficit due to the dryer repairs and sludge hauling. Mr. Plenderleith reviewed the landlord tenant collections and Portnoff collections, along with capital projects and the sewer main upgrades.

Mr. Plenderleith advised that the \$80,000 check from Lower Pottsgrove was returned due to the conditions outlined in the cover letter. He added that, as permissible

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under the agreement, Lower Pottsgrove was notified that the Authority would be offsetting the money owed for the 2010 reconciliation against the credit due to the Township.

Ms. Lee explained the reasons for budgeting at a 92% collection rate and the difference between the balance of receivables and the revenue collection.

Chairman Downie recommended raising the rate for bulk water to \$3.60 per 1,000 gallons effective January 1, 2012.

Mr. Renn moved to adopt a Resolution raising the bulk water rate of the Pottstown Borough Authority from \$3.56 to \$3.60 per 1,000 gallons, effective January 1, 2012. Mr. Carroll seconded the motion.

RESOLUTION NO. 1-2012

RESOLUTION REVISING THE RATE CHARGED FOR BULK WATER AND CONFIRMING OTHER RATES AND FEES OF THE POTTSTOWN BOROUGH AUTHORITY

BE IT RESOLVED AND IT IS HEREBY RESOLVED that, effective January 1, 2012, the fee to be charged for bulk water provided by the Pottstown Borough Authority shall be \$3.60 per 1,000 gallons.

BE IT FURTHER RESOLVED AND IT IS HEREBY RESOLVED that all other fees and rates set forth in the Schedule of Charges adopted by the Pottstown Borough Authority on December 21, 2010 shall continue in effect.

ENACTED AND RESOLVED, this 20th day December 2011.

The motion passed unanimously.

OLD BUSINESS

MINUTES

Chairman Downie asked for additions or corrections to the minutes of the November 16, 2011 meeting. Hearing none, the minutes stood approved.

UTILITIES COORDINATOR REPORT

Mr. Wagner reviewed the report distributed. He noted that a draft NPDES permit from DEP for the lagoons is expected in March. Mr. Wagner also advised that the SwiftReach test is scheduled for January 11, 2012 at 1:00 p.m.

Mr. Wagner also reported that he is working with the Pottstown Trap Rock Quarry regarding discharge into the stream system.

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Mr. Wagner reviewed the bids received for the Water Treatment Plant Valve Project.

Mr. Dilliplane moved to award the bid to L/B Water Service for the Water Plant Valve Replacement Project in the amount of \$280,622. Mr. Renn seconded the motion and it passed unanimously.

WATER LINE EXTENSION IN SOUTH STREET

Mr. Carroll advised that the Borough would be receiving the funding from the Health & Wellness Foundation in the amount of \$50,000 for the greening of the South Street project. He suggested to the Board to include 300 feet of underground pipe while the sidewalk is being constructed. He noted that this would require PECO's approval for the right-of-way.

Mr. Weld commented the approximate cost of the piping would be \$21,000.

It was the consensus of the Board to allow the Borough to move forward with the project with the understanding that a formal motion be made in the future regarding the funding and to provide monthly updates to the Authority Board.

NEW BUSINESS

2012 MEETING SCHEDULE

Mr. Renn moved to advertise the 2012 meeting schedule as presented. Mr. Carroll seconded the motion and it passed unanimously.

ADJOURNMENT

The meeting adjourned at 8:12 p.m. on motion by Mr. Carroll.

Submitted by,

Virginia Takach, Borough Secretary
for Aram Ecker, Secretary