

MINUTES

LOWER SALFORD TOWNSHIP AUTHORITY

7, December 2022

The Workshop Meeting of the Board of the Lower Salford Township Authority was held on December 7, 2022, In person and via Zoom. The meeting was called to order at 7:00 a.m. by Karl Janetka, Chairman.

PERSONS IN ATTENDANCE:

- A. Members: Karl Janetka, Chairman; Richard Prescott, Vice-Chairman; Dave Scheuren, Secretary; and Barry Bohmueller, Assistant Secretary/Treasurer.
- B. Staff: Craig Forwood, P.E. Operations Manager and Connie Weimer, Business Manager.

APPROVAL OF MINUTES:

Upon the motion of Mr. Prescott, seconded by Mr. Bohmueller, the Board voted to approve the minutes of the November 2, 2022 meeting by a vote of 4 in favor, 0 against.

PUBLIC FORUM:

None.

OPERATIONS MANAGER:

- A. **Status Long Range Projects** – Mr. Forwood presented his report. He advised that the abandonment of the Lederach Pump station was included in the initial revision to the 537 Plan. The cost to abandon the pump station was higher than anticipated; therefore Mr. Forwood suggested the Authority Board revisit that decision. Upon further discussion, the Board agreed that the Lederach pump station abandonment should be removed from the 537 Plan submission to DEP. Mr. Forwood will include a cost estimate in the capital budget to install SCADA to the Lederach pump station. Allied Control Services Inc. has been working at the Harleysville Plant on Phase 1 of the SCADA project and plan to be completed by the end of December. The operating staff have received the tablets with the software maintenance installed. The Mainland Plant orbital equipment is estimated to be delivered by the end of December.
- B. **2023 Preliminary Capital Budget** – Mr. Forwood presented a detailed draft of the capital budget. As previously discussed, he will remove the costs to abandon the Lederach pump station. Since the last meeting, he moved several of the projects into future years.
- C. **Mainland Plant SSO 11-16-22** – The Mainland Plant clarifier blanket overflowed on November 16, 2022. The clarifier had been shut down for maintenance when the area received unexpected rainfall. The SSO was reported to DEP.
- D. **Harleysville Plant Phosphorous Controller** – Mr. Forwood and Mr. Prescott met with the HACH representative to discuss the phosphorous controller technology. They are scheduled to visit a plant next week that has the controller installed. Hach is to provide a cost savings estimate for the next meeting.
- E. **Harleysville Plant T-22 VFD Replacement Costars \$48,950** – Mr. Forwood presented a Costars proposal from Eastern Environmental Contractors Inc. for demolition and replacement of the old P3, P4 pump control panel and VFD's. The current cabinet does not protect the equipment and it would be consistent with the other VFD's recently installed. Upon the motion of Mr. Prescott, seconded by Mr. Janetka, the Board voted to approve the Costars proposal from Eastern Environmental Contractors Inc. in the amount of \$48,950 by a vote of 4 in favor, 0 against.
- F. **Harleysville Plant Influent Pump VFD** – Mr. Forwood reported that one of the VFD's failed. Since this is an emergency, he requested the Board's approval to purchase a replacement. Upon the motion of Mr. Scheuren, seconded by Mr. Prescott, the Board authorized Mr. Forwood to proceed with the purchase up to \$25,000, by a vote of 4 in favor, 0 against.

- G. **Harleysville Plant T-22 Backup Pump Controller \$9,985** – Mr. Forwood explained there is currently no back up controller for the T-22 at the Harleysville Plant. His recommendation is to secure a backup and presented a proposal of \$9,985 from Allied Control Services Inc. which includes equipment, installation, and connection to SCADA. The Board approved his recommendation for the \$9,985 from Allied Control Services Inc.
- H. **Summer Help Return Over Holiday Break 12/19/22-01/06/23** – Mr. Forwood requested approval for the college student who worked over the past summer to return over the holidays for approximately 12 days. The Board agreed to the request.
- I. **Boot Day** – Mr. Forwood reviewed the history of boot day. Prior to his arrival the staff attended a luncheon at Shady Maple in December and were given the afternoon off. When that was discontinued, Mr. Forwood took his staff to Merkles where they purchased safety boots with the Authority stipend. He bought lunch for his employees and the staff were given the afternoon off. The past several years the arrangements were changed where the staff purchase boots on their own time and Mr. Forwood buys lunch at a local restaurant for his staff. The staff are given the afternoon off. The Board appreciated the explanation and advised Mr. Forwood to expense the lunch.

BUSINESS MANAGER:

- A. **2023 Preliminary Operating Budget** – The detailed preliminary operating budget, consolidated budget and memo were distributed to the Board. Ms. Weimer reviewed the changes in the budget since the last meeting. Based on the direction of the Board at the November 15, 2022 meeting, a rate increase of 3.5% and a wage increase of 5% is included in the preliminary budget. The EMC insurance 2023 premiums were received. Ms. Weimer recommended the Board consider increasing the deductible to \$5,000 for a cost savings of \$1,500. The Board agreed with the recommendation. The final version of the 2023 budget and corresponding resolutions will be available for the Board's actions at the December 20, 2022 meeting.

OLD BUSINESS:

Creekside at Mainland Construction Agreement Update – An updated draft of the Developers Agreement was distributed to the developer. Any comments from the developer are to be sent to the Board.

Franconia Sewer Authority Plan Proposal Update – The plan proposal has not been received from Mr. Witmayer.

Towamencin Special Rate District Resolution Draft – Ms. Weimer presented a draft of the resolution as prepared by the Solicitor with revisions by the Authority for the Board's consideration. The recommendation is for the current customers with flow through the LSTA interceptor to remain at a flat rate billing until such time as the new meter pit is operational. No decisions were made at this time.

NEW BUSINESS:

355 Maple Avenue Request – Ms. Weimer reported the new owner submitted a letter requesting the Board's consideration to temporarily reduce the sewer billing during their redevelopment plans. The Board requested Ms. Weimer invite the owner to attend the January 17, 2023, to discuss their redevelopment plans.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Janetka, seconded by Mr. Prescott, the Board voted to adjourn at 8:06 a.m. by a vote of 4 in favor and 0 against.

Respectfully Submitted,

Connie Weimer