

**WEST POTTS GROVE TOWNSHIP
980 GROSSTOWN ROAD
STOWE, PA 19464
WORKSHOP MEETING
MARCH 17, 2021
7:00 P.M.**

The Workshop Meeting of the Board of Commissioners was called to order by Board President; Steve Miller.

ROLL CALL

Board members present were Commissioner's Miller, Palladino, La Rosa and Valentine. Also present was Township Manager; Scott Hutt, Township Secretary; Joanne Herb and Township Solicitor; Jamie Ottaviano. Absent was Commissioner Green.

MINUTES

A motion by Vice President Palladino, seconded by Commissioner Valentine to approve the Workshop Minutes of the previous Workshop Meeting. Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes.

Mr. Hutt commented; just and update on the water main break and the water boil notice; PennDot contractors working on the King Street Bridge ruptured a 20-inch water main, causing lower to no pressure to many customers throughout the Pottstown Borough Authority Service area. Crews were able to get a full shutdown on one valve and a partial shutdown on a second valve, in an effort to isolate the leak. This work will continue until the second valve can be fully shut off. The area impacted by the boiling water notice is from Grosstown Road to Armand Hammer Boulevard; between Schuylkill River and East Street. A map of this area impacted will be on our website shortly. This important message applies only to the Borough Authority customers located within the area identified in the "boil water" notification. Customers located outside this area may experience lower pressure, but are not required to boil water at this time. Those customers impacted by the "boil water" notice will receive a reverse 911 call advising them. Customers in the identified area must boil water for consumption and cooking needs. Water can be used for cleaning, but do not consume the water while taking a shower. Customers impacted will receive another call when the notice has been removed. Additional updates will follow.

OLD BUSINESS

Sewer Projects Update by Bursich Associates

- Chad Camburn, of Bursich Associates, commented; I'm happy to say that Old Reading Pike looks like it's coming to an end; finally.

After all of the efforts from Jamie, Scott, Gus and the Board, we issued the recommendation for the final Reconciliation Change Order, as well as the final payment, then we will send documentation to the Grant agency and get you refunded for that money.

- We finalized and submitted the 2020 Chapter 94 Municipal Waste Load Management Report. This is an annual report that summarizes what has happened with your sewer system over the previous years, and projects future flows into your sewer system based on projected development based on what we know.
- Mr. Camburn reported on the Joint Municipal Sewer Meeting; that meeting was held on March 11, via Zoom. The PBA reported that the sludge disposal is well under budget for the year, which is good, and the bulk revenue for the year to date is \$76,000 higher than the same time last year.
- Gus Meyer, of Bursich Associates, reported on the Grosstown Road project; we have one more stretch of gravity main to install. That is the stretch we call; manhole 98, directly in front of the Pump Station, just up the street about 250 feet to manhole 99. This is the last section of main to be installed. Right now, what is being installed is the section of main that collects both sections of main off Grosstown Road and brings them into the Pump Station. He continued; there was an apparent screw-up at the manufacturing precast facility, they didn't give the contractor a good base; which was recognized today in the field. What we have today is probably a better connection than what we had in the past as far as water tightness, but not the one we had planned; until they get the new manhole base. Charlie and I were just talking about the possible options with that, but nonetheless, it's pending that solution; which is getting a new manhole base precast properly for the dimensions and the angle that the bend requires. Hopefully, next week we plan to complete our test dig for the force main on whether it's going to penetrate into the dry well or the wet well of the Pump Station. Next is the force main installation, which they believe the work from the force main up to Constitution should take about a week and a half; two weeks, weather depending. We plan to have a meeting on Friday morning with the contractor, ourselves, Drew and Scott; to go over a few other things that seem to be ongoing issues. Vice President Palladino asked; is the drain completed and does it work? Mr. Meyer commented; it is and it does. It is bubbling up and we feel we relieved the water that was in the main line and relieved other water in the area as well; which can be seen through conducting drainage through the actual stone bedding at the pipe itself. Vice President Palladino asked; now that all of the permit connections are made, has the flow stopped in the main line. Mr. Meyer stated; I wouldn't know myself without talking to Drew or Chris, who are monitoring it and physically seen it. I do know they've got a decent flow coming in. Charlie Schock, of Public Works commented; this morning when we checked the pumps we were at 2.9 to 14 coming in. Mr. Camburn stated; that's gallons per minute, so that's next to nothing. Vice President Palladino commented; that means that Pump Station might work for a change.

Mr. Camburn stated; tomorrow will be the test; we all know we're getting some heavy rain tomorrow, which will tell us where we're at right now. Of course, there is still 15 to 20% of pipe left to go, but what's been done so far should make a huge impact. With regards to the force main connection out in the wet well, there is an electric conduit that is potentially in the way of where they need to dig to bore into the wet well. We've talked to Drew and Chris and had someone come out and look at it as well. The contractor is going to see if they can dig around it, or if the conduit has to be moved. Drew doesn't feel it will be a big deal to move it if we need to, just to get it out of the way, but that is something that has to be looked at in the near future. Mr. Camburn commented; we understand the issue with the upstream end of the culvert is a disaster; it's dangerous quite frankly and it's sinking, and has gotten a lot worse since I saw it last. Scott and I were out there looking at it this evening and came up with possibly three different options. One would be a fabricated concrete headwall; which would most likely be the most expensive and probably timely because it'll take some time to have that manufactured. Anything concrete right now, especially specialty made items, take time and if we would have to guess; about two months. In addition, we would have to get a Geo-Tech out to make sure the soil underneath the headwall could hold that headwall, so that does not sink as well. The second option; we talked about bin-blocks, which are big concrete blocks as big as this table and about two feet high, weighing one to two tons each. They have ridges on them so they stack, almost like Legos and you could use these to build a headwall. The same circumstance though, we would have to get a Geo-Tech out to make sure the underlying soils can handle that. The third option is Contech; a bridge manufacturer that makes an aluminum headwall system that can actually be put together by Public Works. That might be the way to go, adding; it won't rust, should be very easy to install and hopefully is readily available. We are going to reach out to the supplier tomorrow. Gus will reach out to the contractor that's doing your pipe work to see what his thoughts are and maybe he's got a fourth or fifth option. Mr. Camburn stated; hopefully within the next week or two, we will have some idea what it will take to get this done. I think we all agree; that whole area needs to be excavated. With the holes we see out there; you just have no idea what's under there and it's getting worse every day. We really need to dig that up and see what's under there and rebuild it from scratch to make it right.

Update on Municipal Projects by Bursich Associates

Mr. Hutt read from the report Debi Roesener provided for him;

- *School Lane*; we are still in a holding stage.
- *LED Streetlight Project*; we are still coordinating with Verizon and Lenni Electric to get those worked out and functioning.
- *The Roadway Improvements Project*; we talked about Roberts Drive being the first step in that. The mill and overlay we will do as part of a Change Order.

- *Murgia Park Phase 3*; at a previous Board Meeting we voted to move forward with this. The wetland delineation is scheduled and underway. Upon completion, our survey crew will locate the wetland flags and complete any additional fieldwork as required to develop a preliminary sketch for the park. Mr. Hutt noted; I will report this back to Michael Lane and let him know where we are at with it.

Quinter Street Sanitary Sewer Project

Mr. Hutt also reported; in discussions with Chad and the Board, it looks as though our best course of action is to reject the bids and conduct more fieldwork and test digs to determine the depths of the laterals. Once we have this identified, we could put it back out to bid and hope to get more prices that are reasonable. In talking with Gus, the test digs are projected to be \$1,500 a day and we are looking at two days maximum. Mr. Meyer noted; we did that for Old Reading Pike about two years ago and I can't imagine those prices have gone up drastically, but off of the top of my head maybe at the max; \$2,000 a day. Mr. Camburn asked; does the Board understand why we would do the test digs? Mr. Hutt stated; yes, to knock down the price. The lateral depth was the main cost overrun on that. They just far exceeded their expectations with the cost and this will allow us the opportunity to get our best cost scenario. Right now it was more than \$150,000 more than we had anticipated, adding; we budgeted \$30,000 of our money outside of a Grant. Mr. Camburn stated; the bids came in over our estimate by \$95,000, so you are including the alternate private sewer costs as well. To give you a background as to why we don't know where the laterals are; we televised this main, like we do with most mains prior to going out to bid. When you televise the main, you can typically see where the main is coming in at, unfortunately with this main; they are all coming in right above. We don't know if it goes up ten feet and then goes to the house, or one foot and then goes to the house; it all determines how deep it is. With the contractors not knowing if they are digging 15 feet or 5 feet, they assume 15 and that is the cost they gave us. Mr. Hutt stated; now we would be looking to reject the bids and continue with the work that was just discussed.

A motion by Vice President Palladino, seconded by Commissioner La Rosa to approve rejecting the bids, continuing to move forward with the work that was just discussed. Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes.

980 West High Street – Sale

Solicitor Ottaviano stated; I have been in contact with Mr. Robert Mento, who is a resident in the Township. He has agreed to purchase 980 West High Street, a parcel of property that is currently owned by the Township; for the total purchase price of \$3,000. He has also agreed to reimburse any expenses that the Township has incurred, including my fee, as well as pay the 2% Real Estate Transfer Tax. This total comes to \$3,437.50. I have been in contact with him and he's aware of that figure. He will be by sometime tomorrow or Friday, with a check. I have prepared a Resolution for this Board, authorizing this transfer and sale, as well as the Deed. This will transfer the property to him from the Township. I will also be recording the Deed and once it's recorded I will provide a copy of all of the information to Scott, as well as Mr. Mento.

A motion by Vice President Palladino, seconded by Commissioner Valentine to approve the **RESOLUTION OF THE BOARD OF COMMISSIONERS OF WEST POTTSBORO TOWNSHIP, MONTGOMERY COUNTY, PA, AUTHORIZING THE PRIVATE SALE OF 980 WEST HIGH STREET, STOWE, TO ROBERT MENTO OF 998 WEST HIGH STREET, STOWE PA FOR THE PURCHASE PRICE OF THREE THOUSAND DOLLARS (\$3,000.00), PLUS COSTS.** Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes.

Update on SafeCity Solutions – Chief of Police

Mr. Hutt reported; the application deadline came at the beginning of the month. We have met with our consulting team, and out of the 37 applicants that came forward, 10 were selected to move forward with the next phase. They have all been notified and confirmed their willingness to proceed. The deadline for their next submission will be April 5, 2021. President Miller stated; we went to an outside agency so that there was absolutely no bias on the Board. We had nothing to do with the selection process; it was all predetermined. We then met with SafeCity to go over the candidates, adding; we were not privy to anything prior to their selection. We will, however, have final say.

MCPA – W. High Street Corridor/Paving Project

Mr. Hutt reported; on February 8, I had a meeting with Eric Jarrell, from Montgomery County Planning Commission, with regards to a potential project involving the West High Street Corridor. I received subsequent materials from the County related to this project and potential costs for maintaining the striping of bike lanes. At our last meeting, March 3, 2021, the Planning Commission did a presentation of why they feel bike lanes and adjusted travel lanes would be beneficial to the Township. I have provided all information to date. Commissioner Valentine stated; I reached out to PennDot and got a letter from Francis Haney, who said that PennDot Montgomery County and the Delaware Valley Planning Commission have reviewed the corridor and the results of their review indicate it is viable to reduce the roadway from four lanes to three lanes, due to the amount of traffic that is on there. They state it increases safety significantly. Commissioner Valentine noted; Pottstown has three lanes all through town and plan on doing three lanes up to the border. In my opinion; it would be a nice blend to have the whole stretch three lanes. They could put bike lanes on either side; they could have one lane of traffic in each direction and the center lane would be for left turns. Commissioner Valentine commented; it says that with the road diet, the bike lanes serve to calm traffic speeds and improve safety, stating; I believe we should go with it. We also got a letter from a resident, with seven people backing him up, noting; they do use the road and they feel the designated bike lanes would increase the safety of the people that use it. Commissioner Valentine stated; just because we don't see people on the highway, doesn't mean they aren't there, adding; I would be in favor of doing the bike lanes. President Miller stated; the only thing I've got, before we take it to a vote is; Commissioner Green sent the Township Manager a note, and I quote; I am not in favor of the bike lanes on West High Street.

Vice President Palladino noted; if you sit down there and watch, the truck traffic is horrendous. Cutting the lanes to three lanes, well I can't see what kind of study they might have done. Commissioner Valentine noted; they did a study at the intersection, noting; when you are at the light, it would increase by a few seconds, but it's not a significant time you'd have to wait. They did the study at High and Quarry, High and Grosstown, High and Berks, College Drive and High and High and Manatawny; and the reviews and studies have shown that making it three lanes would not make a significant change to the driving time through there, noting; they didn't bring up anything about truck traffic.

A motion by Commissioner Valentine, to go with the road diet and make it three lanes; one eastbound, one westbound and the center lane is a left turn only, with bike lanes on either side. There was no second to this motion.

A motion by Commissioner La Rosa, seconded by Vice President Palladino to not proceed with the bike lanes. Roll Call: Palladino; yes, Valentine; no, La Rosa; yes, Miller; yes. Majority rules in favor.

Commissioner Valentine asked; PennDot is going to leave our stretch at four lanes; two driving lanes in each direction; we are not doing the road diet then, I'm just confirming this. President Miller stated; yes, correct.

NEW BUSINESS

PFM/Sewer System Valuation

Mr. Hutt reported; on March 3, there was a Zoom call with PLGIT/PFM and ourselves, to get some information regarding the process and options if we decided to sell or lease our sewer system. This process would be a 3-stage process. The Valuation Process is gathering information on our assets and the EDU's that we have, and then they will come up with a price for that. The Request for Qualification and then finally; the Accept Bid and Close. During this call we raised some concerns about rate freezes for the residents and impacts our current loan would have on it. The information we got sounded pretty reasonable, and we felt was worth looking into this a little further. I have the agreement for Financial Advisors Services for Phase I, with a cost of \$7,500. This usually takes about two to three months.

A motion by Vice President Palladino, seconded by Commissioner Valentine to proceed looking into the sale of the sewer system. Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes.

Premium Warranties for WPPD Vehicles

Mr. Hutt reported; at the time of purchase and no time after, did West Pottsgrove Township obtain an enhanced, bumper to bumper warranty for Car 25, or for that matter; any in our fleet. Fred Beans got us a quote of \$3,400.00. Currently we only have a powertrain warranty, which has not been useful, given some of the issues we've been experiencing.

This is an 8-year warranty or 100,000 miles. Due to when we purchase it, the warranty will go until January 5, 2026. Unfortunately, Car 22 has exceeded the mileage that would allow us to purchase something like this. The new Police cruiser will have this at the time of purchase.

A motion by Vice President Palladino, seconded by Commissioner Valentine to approve the purchase of the bumper to bumper warranty for Car #25, at the cost of \$3,400.00. Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes.

450 Ash Street/Land Development

Mr. Hutt reported; on March 15, plans were submitted by the developer/applicant. Our Engineers and County Planning Commission are reviewing them so they can issue their review letter. At this time, we needed to acknowledge receipt at a Public Meeting, as the Planning Commission will not convene just for that reason. This is to acknowledge; the Township confirms receipt of the plans, beginning the 90-day timeline.

A motion by Commissioner La Rosa, seconded by Vice President Palladino to acknowledge and confirm receipt of the plans. Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes.

Old Reading Pike/A.J. Jurich – Change Order

Mr. Hutt commented; we discussed this at length and had several conversations surrounding the Change Order and work associates with it.

A motion by Vice President Palladino, seconded by Commissioner Valentine to accept and pay the Change Order at the cost of \$5,922.56. Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes.

Old Reading Pike/A.J. Jurich – Final Payment

Mr. Hutt noted; since the Change Order has been concluded, the final payment in the amount of \$40,855.21, can be paid. This will allow us to close out the project and receive our Grant funding.

A motion by Vice President Palladino, seconded by Commissioner Valentine to approve paying the final payment, in the amount of \$40,855.21. Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes.

CITIZEN'S COMMENTS

Dennis Arms – a Stowe resident commented; thanking the Board for the decision on the bike lanes. He feels it will save a lot of trouble moving forward and appreciates the vote.

CORRESPONDENCE

Mr. Hutt received correspondence with regards to 823 E. Howard Street. There is a deaf child that resides there and the family is requesting signage indicating as such. Mr. Hutt has received documentation indicating it from the physician.

A motion by Vice President Palladino, seconded by Commissioner Valentine to approve the signage for a deaf child at 823 E. Howard Street, Stowe PA. Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes.

ADJOURNMENT

There being no further business for the Workshop Meeting, a motion by Vice President Palladino, seconded by Commissioner Valentine to adjourn the Workshop Meeting and head into an Executive Session, with no decisions made. Roll Call: Palladino; yes, Valentine; yes, La Rosa; yes, Miller; yes. The Workshop Meeting was adjourned at 7:37 p.m.

Respectfully Yours,

*Joanne T. Herb
Township Secretary*