



# WEST POTTS GROVE TOWNSHIP

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**WORKSHOP MEETING**  
**SEPTEMBER 15, 2021**  
**7:00 P.M.**

The regular monthly Workshop Meeting for the Board of Commissioners was called to Order by Board President; Steve Miller.

## **ROLL CALL**

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

President Miller stated; before we go any further, we want everyone to know for the record; before the meeting, we met with the Fire Department Steering Committee. It was for informational purposes only. Once again, even though the storm was a few weeks ago, I would like to thank our Road Crew for their service during the storm.

## **MINUTES**

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

## **OLD BUSINESS**

### **Sewer Projects Update by Burisch Associates**

Gus Meyer, of Bursich Associates reported; *Grosstown Road*, I just got in touch with Dave, from Joao & Bradley in the last week or so; we received the private lateral videos. It is televising back from the cleanout back to the connection to the house, and maybe in some cases it could've been as long as 50 feet plus, depending on where it was. I reviewed them and thought they were satisfactory, with the exception of a few areas. Drew will also review them and we will discuss them. We are waiting for that to occur so we can issue a Substantial Completion Certificate. The deadline for final completion was set for September 12, which was a Sunday. There was an extension of the project because of the addition of Edgewood and Acorn, however, the contractor did not ask for the extension at the time in the original Change Order. I feel the contractor may ask for that extension in the final Change Order, which he can certainly do. There is still a million dollar outstanding balance for that project to be paid out yet, however, they obviously were not concerned about getting that million-dollar balance paid out to them. We do have a payment application that we received this week and will require extensive review of all of our quantities and completion of the work.

Joao & Bradley and the asphalt contractor, which was DelVal Paving, will be out in the next week to two weeks to finish the punch list items. They range anywhere from some of the broken curb near Commissioner Greens house, to de-greasing the manhole. There is also final landscaping restoration that needs to be done; reseeding some areas that would not take.

*Quinter Street* – it's out to bid and was advertised this week, tomorrow and then again on the 20<sup>th</sup>. It's currently on Penn Bid and already have had our first contractor questions. One thing we are hearing from all of our contractors involved with sewer right now, is there is a severe delay in supplies, as far as PVC materials. Joao Bradley, who we're working with on another large job for an emergency storm damage repair, said the PVC pipe we need is not available until April, based on their current orders with other pipe suppliers. We have no idea what that will mean for other projects, but we are working with Doli and are having the same problems right now. They are concerned. Just noting though, we could and probably will; get some of those questions and concerns raised at the Pre-Bid meeting.

Mr. Meyer lastly noted; we requested a meeting with DEP to review all of the improvements we've made through the I & I projects and sewer upgrades. We can begin the perming process to get the upgrades done for the Pump Station.

**Update on Municipal Projects by Bursich Associates**

Mr. Meyer reported on *School Lane – Phase 2*; we are working with Marino Corporation right now and their intent is to start September 27. We are also working with the County right now, who has expedited all of the paperwork requirements from CDBG; Federal HUD requirements, so we can get this work done. Mr. Meyer stated; School Lane should be completed this year as a result of this coordination. They too, are having problems getting materials, but they feel their delay will only be two to three weeks and that's based on standard materials. I just spoke with Marino today and approved some submittals for them, as they feel they will take the longest to get, and they feel they will have them on site at the latest; the second week of October. Again, School Lane should be completed fully before the winter paving dates.

*Nagle Road* – Mr. Hutt reported; the plans were submitted and we are just waiting on that.

Mr. Meyer also reported; we visited *Fritz Stream* on Friday of last week, to evaluate some concerns about potential flooding. We did find there was a storm manhole; a junction box, that had a lot of debris in it as a result of flooding and needed to be cleaned out. In the future, we are going to evaluate this area and buy some options as to how to handle this; I'll call it a storm pinch-point, that occurs in this area.

Commissioner Green commented on Fritz Stream; is that undersized and do we need a bigger one there? Mr. Meyer stated; that's something we can evaluate, because there seems to be a fairly large amount of water coming through that area. From the pictures Drew took, it looks to be in pretty good shape, isn't stressed too bad and has not overflowed that often.

Mr. Meyer stated; I also evaluated the baseball field twice and will give you some recommendations on what we think we can do there. I think there are some preliminary steps we can take; there are some maintenance things that need to be examined and if they function at all anymore. There's a box drain outside the right field fence that appears to be clogged. I'm not sure where that outlets too, but I think there are some intermediate things we can do. We need to start addressing excessive run-off from what seems to be coming from the Borough's Airport. Not that it's not being controlled up there, but there are some springs that seep out from that hillside, which keeps it continually wet. I was out there the Friday after the hurricane hit and was expecting it to be extremely wet; it was not, which tells me it has some decent drainage. My initial thoughts are to put a berm on the outside of the fence, around the whole property and drain it out towards the existing outlet towards the stream to intercept some of that water.

**NEW BUSINESS**

There was none.

**CITIZEN'S COMMENTS**

Gail Skean-Johns, 1044 Manatawny Street – voiced concerns over the weed problem at the corner of Sell Road and Manatawny Street; across from the park. She noted, I have pictures that show you cannot see the fire hydrant. You now have to pull out into the intersection to look for oncoming traffic. Ms Skean-Johns asked whose responsibility is it to take care of that; the Township's or the people that live there. Mr. Hutt commented; I need to see the actual property, but I'm assuming if it's directly across then it's a residential property. Ms Skean – Johns noted; it goes from the corner all of the way to the next house. They keep their yard cut, so I didn't know if it was the Township's responsibility. President Miller stated; we will send someone out to take a look at it, the pictures don't lie and we will cite them. Commissioner Green commented; I think they were cited several times by our Codes Officer and there's really not much you can do. Ms Skean-Johns noted; so it is their responsibility. Commissioner Green stated; yes, it is theirs. President Miller stated; we will go out there and notify them. If they still don't do anything after they've been notified; we will take follow-up action. This will be addressed.

Vice President Palladino commented; do you want to elaborate on the citations given out on Vine Street? Mr. Hutt reported; 549 E. Vine Street were issued two violations through the District Court for sewage release on to the right away in the Township. The pipe was blocked, their solution was to snake it out into the street. They have been fined multiple times for this and the property owner and building supervisor are aware. Public Works has spoken to them, DEP is aware and although I've been told this will not be an issue going forward; it's something we will continue to monitor. The area has been sanitized.

**CORRESPONDENCE**

There was none.

**ADJOURNMENT**

President Miller stated; the Board will head into an Executive Session. No official action or deliberation will occur; instead, it will be for informational purposes and to discuss personnel matters only. After we adjourn, we would ask if you would please leave the room, so we can use this room for that meeting.

A motion by Commissioner Green, seconded by Commissioner La Rosa to adjourn the Workshop Meeting and head into an Executive Session. Roll Call: Palladino; yes, Valentine; yes, Green; yes, La Rosa; yes, Miller; yes. The Workshop Meeting adjourned at 7:23 p.m.

*Respectfully Yours,*

*Joanne Herb  
Township Secretary*