

**POCONO TOWNSHIP SUPERVISORS  
MINUTES OF THE SEWER MEETING  
APRIL 4<sup>th</sup>, 2012 6:00 P.M.**

A Special Sewage meeting of Pocono Township Supervisors was held on April 4<sup>th</sup>, 2012 in the Pocono Twp. Municipal Building, Tannersville, Pa. Frank Hess, Chairman opened the meeting.

**ROLL CALL:** F. Hess, present, and H. Bengel, present. H. Werkheiser, absent.

Tim McManus, Twp. Solicitor; Sam D'Alessandra, RKR Hess Associates, Inc.; and Frank Froio, Township Administrator were present.

**APPROVAL OF MINUTES:** H. Bengel made a motion, seconded by H. Werkheiser, to approve the 03/07/2012 Sewer Meeting minutes. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

The Minutes of the 03/14/2012 Sewer Meeting will be added to the agenda of the 04/16/2012 Supervisors' meeting.

**ACT 537 SEWER CONNECTION REGULATIONS**

- RKR Hess recommends scheduling a workshop meeting to focus on the development of a Task Activity Report as the first step in preparing for an amendment to the Act 537 Plan for Pocono and Hamilton Townships. (Refer to R.K.R. Hess' April 4<sup>th</sup>, 2012 letter)

Specifically, the following items may wish to be considered:

- A. Removal of the Land Disposal Alternative Analysis Requirements for undeveloped properties with flow greater than 800 GPD or redeveloped properties with an increase in flow greater than 800 GPD.
- B. Deletion of potential 10 Year Service Area (future) flow allocations to undeveloped or redeveloped properties.
- C. Expand current service area to include additional properties, in response to recent requests (ex. Former Roadway Terminal, MCTI, etc.)
- D. Modification of Hamilton Township Section of service area to remove properties in the area of Larch St. and Cruver Alley.
- E. Jim Cahill, Pocono Manor, addressed the board for consideration of Pocono Manors' possible need for an additional 400,000 gallons for improvements to the existing Manor property. (Not including the proposed PRD Development) Discussion followed.

**EXECUTIVE SESSION:** The Board convened into Executive Session at 7:00 p.m. and reconvened at 7:10 p.m.

**PHASE II SEWER LINE CONSTRUCTION:**

- Contract No. 10 - Doli Construction, Inc.- Stream Crossing No. 28 has been corrected and this contract is considered to be substantially completed.
- Contract No. 10 - Doli - RKR Hess recommended that the Contractor be authorized to replace the current manhole frame and lid on Manhole D01-16 (behind Giant Flooring) with a water tight bolt down frame and cover for the cost of \$1860, in accordance with RKR Hess' memo of March 27, 2012. H. Bengel made a motion, seconded by F. Hess, to approve Contract No. 10, Doli Construction replacement of Manhole No.D01-16 for a cost of \$1,860.00. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

**HDD SEWER BYPASS**

- Videotaping of the existing HDD section was performed on March 29<sup>th</sup>, 2012 by Roto-Rooter.
- Pocono Township Supervisors currently has the bid opening for Wire Line and Gyroscope mapping of the existing HDD Section scheduled for Thursday, April 5<sup>th</sup> at 10 a.m. for the HDPE sewer Main Mapping Project. As of April 3<sup>rd</sup>, two (2) potential bidders have requested the bid documents. In the event that the Township does not receive any bids or sufficient competitive bids, RKR Hess recommends the Township re-bid this project. RKR Hess has revised the Invitation to Bid for the purpose of advertising the re-bid. The revised bid opening date would be Monday April 23<sup>rd</sup>, 2012. RKR Hess has tentatively listed the public bid opening at 10 a.m. on the revised Invitation to Bid.
- RKR Hess recommended the Supervisors formally appoint Frank Hess or another Township Official to publicly open and read aloud the bids on April 5<sup>th</sup> and on April 23<sup>rd</sup>, if re-bid is necessary, as previously discussed by the Township Sewer Solicitor.
- RKR Hess recommended that the Supervisors authorize bidding of Ductile Iron Pipe, fittings and other materials in anticipation of performing the bypass of the HDD sewer section.

H. Bengel made a motion, seconded by F. Hess, to authorize F. Hess to open and read aloud the bids. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

H. Bengel made a motion, seconded by F. Hess, to authorize the Twp. Engineer to re-bid the Wire Line and Gyroscope mapping for the HDPE Sewer Main if the bids are rejected on April 5<sup>th</sup>, 2012. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

- Contract No. 14 - PACT Construction has completed the installation of sewerline along Frantz Road in Stroud Township.
- Contract No. 14 - PACT Construction has completed installation of the 12" by-pass line at Valve Station No. 1.
- Contract No. 14 - With completion of the above two items, the installation of the pipe for the Pocono Sewer Project is complete to Valve Station No. 2 at the Stroudsburg Sewer Treatment Plant on Lower Main Street.
- Contract No. 14 - RKR Hess recommends payment to PACT Construction in that amount of \$1,005,819.72. H. Bengel made a motion, seconded by F. Hess, to approve PACT Construction, Payment Requests No. 4, in the amount of \$1,005,819.72. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.
- Contract No. 9 - Pioneer Construction, Change Order #1 deduction of \$17,829.03 and extension of time for 120 days. H. Bengel made a motion, seconded by F. Hess, to approve Change Order #1 for Contraction No. 9, Pioneer Construction and accept the Extension of Time request for 120 days. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.
- Contract No. 8 - Pioneer Construction, Change Order #1 deduction of \$122,422.47 and extension of time request for 120 days. H. Bengel made a motion, seconded by F. Hess, to approve Change Order #1 for Contract No. 8, Pioneer Construction and accept the extension of Time request for 120 days. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

**JOINT MUNICIPAL WWTP CAPITAL CONTRIBUTION**

- In accordance with our letter of March 26<sup>th</sup>, 2012, RKR Hess recommends approval and authorization of Payment Request No. 2 of the PennVEST \$8.3M Loan to be drawn in the amount of \$596,791.00. H. Bengel made a motion, seconded by F. Hess, to approve and authorize Payment Request No. 2 of the PennVEST \$8.3M loan. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.
- In accordance with RKR Hess's letter of 03/27/2012, H. Bengel made a motion, seconded by F. Hess, to approve payment of the invoice from Brodhead Creek Regional Authority, dated 03/22/2012, in the total amount of \$442,740.00 for construction and soft costs related to Pocono Township's Capital contribution to the Joint Municipal/Regional WWTP; and authorization for the Township to submit Requisition No. 6 to draw these funds from the \$4.5M Guaranteed Sewer Revenue Note Series of 2010 (Recovery Zone Economic Development Bond). Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

**PUMP STATION NOS. 3, 4, & 5 CONSTRUCTION**

- Contract No. 11 - PACT Two is currently installing piping at Valve Station No. 1 and miscellaneous items at Pump Station Nos. 3, 4, and 5.
- Contract No. 11 - RKR Hess is recommending payment of Contract No. 11, PACT TWO, Payment Request No. 8, in the amount of \$199,834.02. The request is in order and ready for action by the board. H. Bengel made a motion, seconded by F. Hess, to approve Contract No. 11, PACT TWO, Payment Request No. 8 in the amount of \$199,834.02. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.
- Contract No. 11 - Water line service to Pump Station No. 3 (Refer to RKR Hess' 03/30/2012 letter). H. Bengel made a motion, seconded by F. Hess, to approve BCRA to tap watermain, install curbstop and approximately 90 feet of water service pipe at the cost of \$3,047.61 as recommended by RKR Hess. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.
- Contract No. 11 - RKR Hess recommended approval of a Change Order for PACT Two. H. Bengel made a motion, seconded by F. Hess, to approve the Change order for Contract No. 11, PACT Two for installation of 25 feet of encased water service line and a credit to deduct the PRV and curbstop at a net cost increase of \$375.00. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

**FINANCING**

- The \$10M HRSA Federal Grant has been fully utilized on Phase II of the project and we have submitted the final Quarterly Update Report.

**UPDATED SEWER USER RATE CALCULATIONS AND CONNECTION POLICIES**

- An outline of Tapping Fee and Connection Action Items has been provided to the Supervisors for consideration.

**ADJOURNMENT**

H. Bengel made a motion, seconded by F. Hess, to adjourn the meeting at 7:15 p.m. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.