

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
December 2, 2020
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, December 2, 2020 as a Video/Teleconference due to the COVID-19 Emergency Declaration that prevented an in-person Public Meeting. Those participating in the conference call were:

Authority

Theodore Murphy
Tina Smith
Walt Wills
Phil Corvo
Shaun Walsh

UTBF

Ross Unruh

Administration

Casey Lalonde
Dave Woodward
Mike Moffa

HRG

Josh Fox

1. The regular meeting of the Authority was called to order at 7:02 PM by Chair, Ted Murphy.
2. Ted Murphy performed a roll call of the Sewer Authority, Township staff, professional services participants and attendees from the public.
3. The Authority meeting minutes for the regular meeting of November 10, 2020 were motioned for approval by Tina Smith. Seconded by Walt Wills. Approved 5-0.
Open Actions were reviewed:
 - a) A letter was prepared and sent both by USPS and email to Mr. Pileggi (November Meeting Minutes – Item #6). COMPLETE
 - b) Josh Fox is seeking a proposal for a coatings expert to review the digester coating failure. Expect to have a proposal for the Jan. meeting. (October Meeting Minutes – Item #8a). **OPEN**
 - c) Priority A Interceptor Rehabilitation Project costs have been confirmed and are accurate on the current version of the CIP drawdown schedule. (October Meeting Minutes – Item #8e). COMPLETE
 - d) Josh Fox and Mike Moffa continue to review and update the 2021-2030 CIP spreadsheet. (October Meeting Minutes – Item #8f). **OPEN**
4. Ted Murphy announced:
 - a) Procedures for the video/teleconference were included in the agenda posted to the Township website. Public meetings via video/teleconference are permitted and preferred during a pandemic period where public health concerns make an in-person public meeting undesirable.
 - b) There was no Executive Session held this evening or during the prior month. The Special Session that had been planned for Nov. 19, 2020 to discuss the 10-year CIP was cancelled.
 - c) The next regular meeting of the Authority is scheduled for January 6, 2021 at 7:00 pm. There were no other Authority Board member announcements.
5. Solicitor's Report dated December 2, 2020 was presented by Ross Unruh.
 - a) Ross advised that the developer's attorney for Woodlands at Greystone continues to chase-up execution of the documents on sanitary sewer right of ways for conveyance to

the Township from the mortgage lenders. Despite the delays experienced to date, the attorney believes these will be completed and returned for Authority signature by the January meeting.

The phase two plans are being reviewed by HRG and the legal descriptions and plats for the sanitary sewer right of ways are expected shortly.

- b) Legal support continues for a new subdivision single family home development at 504 S. Concord Road (former Boy Scout property), which requires a new sewer Right of Way and extinguishment of the existing one.
 - c) Ross advised that the review of the bid documents for the Aeration Basin Improvement Project identified that MJF Electrical had omitted references in their submission for the Electrical Contract. Ross has recommended this failure to comply with the bid requirements be waived, as upon follow-up references were subsequently provided to HRG.
 - d) Ross advised that the developer for the Preserve at West Goshen will be providing a cash deposit with the Township as financial security for the Maintenance Agreement for this development instead of the usual bank/lender escrow account.
6. Wastewater Superintendent Report for the month of November, 2020 was presented by Mike Moffa.
- a) The treatment plant operated in compliance with the NPDES permit for November. Treated 129.8 million gallons of wastewater. Average of 4.326 mgpd. Pressed for disposal approx. 181 tons of dewatered sludge. Average Total Phosphorous discharge concentration = 0.68 mg/L. Mike reported a recent sanitary sewer overflow at two manholes just upstream of the Ellis Lane Pump Station. The cause was a grease blockage that was cleared by staff. The spill was reported to PA DEP as required.
 - b) Tina Smith motioned to approve the purchase of a replacement in-kind pump for the Fern Hill Pump Station for a not-to-exceed amount of \$29,220. Seconded by Phil Corvo. Approved 5-0. Dr. Doug White asked why the pump was being replaced. Mike stated the existing pump is approx. 17 years old and at the end of its service life. The pump had been included in the 2020 budget for replacement. Mike intends to overhaul in-house the removed pump and retain it as a spare.
 - c) Mike advised he had updated the 2021 Sewer Authority budget to incorporate the latest view of a lower December 2020 spend and accordingly has moved the delayed costs into 2021. This delayed expenditure does not affect the "Reserved For Next Year" balance in the Sewer Authority Fund at the end of 2021. Tina Smith asked about the inconsistency between the TMDL costs indicated for 2020 in the budget compared to the TMDL total cost for 2020 shown on the CIP drawdown spreadsheet. Josh Fox was able to confirm that the number in the CIP drawdown spreadsheet included TMDL costs previous to the 2020 calendar year, and that the number in the budget document for 2020 is accurate. Phil Corvo motioned to approve the 2021 Sewer Authority budget. Seconded by Ted Murphy. Approved 5-0. Ms. Margie Swart requested the approved budget be posted to the Sewer Authority webpage on the township website. **ACTION: Casey Lalonde**
7. The Treasurers Report dated December 2, 2020 was presented by Walt Wills (See report for details)
- a) Walt Wills motioned to approve as Requisition #527 from the Bond Construction Fund, Application for Payment No. 9 as submitted by Blooming Glen Contractors, Inc. in the

- amount of \$129,695.72 for Contract 19-1 (WWTP Phase II Improvements - General Contract) for work completed through November 18,2020. Seconded by Phil Corvo. Approved 5-0.
- b) Walt Wills motioned to approve as Requisition #526 from the Bond Construction Fund, Application for Payment No. 1 as submitted by CUIK Precision Solutions, Inc. in the amount of \$21,727.80 for Contract 19-3 (WWTP Phase II Improvements - Mechanical Contract) for work completed through November 18,2020. Seconded by Tina Smith. Approved 5-0.
 - c) Walt Wills motioned to approve as Requisition #2025 from the Tapping Fee Fund, Application for Payment No. 1 as submitted by DOLI Construction Corp. in the amount of \$293,237.45 for Contract IP-1 (Interceptor Rehab Project Phase 1 – General Construction) for work completed through November 25, 2020. Seconded by Phil Corvo. Approved 5-0.
 - d) Walt Wills motioned to approve as Requisition #528 from the Bond Construction Fund, Application for Payment No. 3 as submitted by PSI Pumping Solutions, Inc. in the amount of \$37,009.73 for Contract TD-1 (Trinity Drive Pump Station Improvements – General Contract) for work completed through November 11, 2020. Seconded by Tina Smith. Approved 5-0.
 - e) Walt Wills motioned to approve for payment, as listed on the Treasurers Report, Requisitions #518 through #525 & #529 through #536 from the Bond Construction Fund in the total amount of \$471,621.51; Tapping Fee Fund Requisitions #2023, #2024, #2026 & #2027 in the total amount of \$33,451.96; and Developer’s invoices (4) in the total amount of \$2,425.40. Seconded by Tina Smith. Approved 5-0.
8. Engineers Report, dated November 25, 2020 was presented by Josh Fox (See report for details). Josh informed the Board that Blooming Glen Contractors, the General Contractor for the WWTP Phase 2 project, was now approx. two months behind schedule. The Board discussed the issue and asked questions about the reason for the schedule slippage. Josh advised that the contractor is fully aware of the concern and of their potential exposure to damages if they fail to meet the substantial completion date. The Board agreed that if the project remains well behind schedule that EPA would need to be informed at the next status update due in March 2021.
9. Developers Activity Report, dated November 25, 2020 was presented by Josh Fox (See report for details).
10. Ted Murphy advised that 4 responses to the RFP for legal professional services to the Authority had been received by Dec. 1st. The Board discussed the process to evaluate the responses and how to proceed with interviews. It was decided to hold a public interview process with all Board members participating. It was agreed to schedule 4 interviews each of a 25 minute duration (with 5 minutes intermission between candidates) for Monday, December 14th between 6 pm to 8 pm. The interviews would be followed by Board discussion and possible approval to appoint a new Authority solicitor to commence Jan. 1st 2021. **ACTION: Casey Lalonde** to advertise the public meeting and arrange the interviews. The Board agreed to provide Casey with any clarifying questions on the responses by Friday, Dec. 4th. Casey will then send the questions to the respective companies to obtain answers in advance of the interviews. Casey will also provide the Board with some previously used interview questions for legal professional services and the Board will select/create an agreed set of standard questions to use with each participant. **ACTION: Casey Lalonde.**

11. Shaun Walsh advised he had spoken with Mike Galey, President of West Chester Borough Council, on the topic of the possibility of an inter-municipal agreement for the Authority to provide sewage treatment services to the Borough (or a portion thereof) at the West Goshen Treatment Plant. Mr. Galey was very much open to the idea of holding an exploratory discussion to understand the viability of such an inter-municipal agreement and the potential benefits to the overall West Chester area community. He will ask WCB Council for their support to arrange a virtual brainstorm meeting for this option with appropriate representation from all parties. Mr. Galey preferred to wait until Jan. 2021 to move this forward as WCB will be hiring a new Assistant Manager at the beginning of the year that Mr. Galey would like to have involved from the beginning of any assessment. **ACTION: Shaun Walsh** to follow-up in January with Mr. Galey.

12. Any Other Business:

Shaun Walsh opened a discussion on when the update to the 2021-2030 CIP spreadsheet would be ready for Authority review. Josh and Mike agreed they could complete the revisions by mid-January and send out to the Board for initial individual review. The Board would provide any clarifying questions within one week and receive answers ahead of a Board discussion at the regular February meeting. This process is expected to enable the collective review to be part of the regular meeting agenda without the need to schedule a special session. Walt Wills requested that the updated CIP spreadsheet clearly highlight the projects to which the PA grant receipts would be applied. **ACTION: Josh Fox & Mike Moffa**

Shaun Walsh motioned to adjourn the meeting at 8:43 PM, seconded by Phil Corvo.
Approved 5-0.

Respectfully submitted,

Shaun Walsh,
Secretary