

WEST GOSHEN SEWER AUTHORITY  
REGULAR MEETING  
October 4, 2017  
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, October 4, 2017 at the West Goshen Township Administration Building. Those present were:

<u>Authority</u>	<u>Unruh, Turner</u>	<u>Administration</u>	<u>HRG</u>
Theodore Murphy	Jim Dalton	Mike Moffa	Josh Fox
Phil Corvo		Dave Woodward	
Dan Tierney (By Telephone)			
Tina Smith			
Shaun Walsh			

1. The regular meeting of the Authority was called to order at 7:03 P.M. by Ted Murphy.
2. The Authority meeting minutes for September 6, 2017 were motioned for approval by Ted Murphy, seconded by Tina Smith. Approved 5-0.
3. Authority Chair and Member Announcements:
  - a) Ted Murphy announced that Dan Tierney was attending the meeting by telephone.
4. Wastewater Superintendent Report was presented by Mike Moffa.
5. Solicitor's Report presented by Jim Dalton.
  - a) Inter-municipality Agreements:
    - i. Thornbury Township had approved the new Agreement.
    - ii. West Whiteland feedback is still awaited. Expected to be mid-October.
    - iii. As requested by the Authority, Ross Unruh had responded on September 21<sup>st</sup> to the July letter from the Westtown solicitor. The Authority reaffirmed its position on requiring Westtown to pay their current outstanding debt for 2016 capital improvement contributions under the existing Agreement.
  - b) PennDot is changing the signatory requirements for the Master Casting Agreements (MCA). The MCA was discussed to ensure understanding on who performs the work and what is charged/who pays for the sewer castings. Phil Corvo motioned for approval of the resolution to authorize designated titles at West Goshen Township to sign the Master Agreement, Project Initiation Form and Change Order on behalf of the Sewer Authority. The motion was seconded by Tina Smith. Approved 5-0.
  - c) Jim Dalton explained the need to approve reimbursement for previous capital expenditures. The Authority discussed the amount of reimbursement for expended capital funds for project costs, as permitted by the Bond rules, paid since December 2016.
    - i. Ted Murphy motioned for approval to make payment from the

Construction Fund (established under Section 4.06 of the Trust Indenture between WG Sewer Authority & Fulton Bank) for reimbursement of expended capital funds for project costs paid since December 2016. Seconded by Phil Corvo. Approved 5-0.

- ii. Tina Smith motioned to approve Payment Requisition #1 from the Construction Fund in the amount of \$2,719,138.72 to the West Goshen Sewer Authority Capital Funds (CRIM) Account for reimbursement of expended capital funds for project costs incurred between December 2016 and September 30<sup>th</sup>, 2017. Seconded by Dan Tierney. Approved 5-0.

6. Treasurers Report was presented by Dan Tierney (See report for details)

The Authority discussed the process for individual approval of requisitions for capital project work, requiring review and recommendation for payment from the Construction Fund by the Authority's Engineer (HRG), compared to the other requisitions and invoices being considered for payment.

- a) Dan Tierney motioned to approve, as Requisition #2 from the Construction Fund, the Final Application for Payment as submitted by F.W. Houder in the amount of \$45,406.38 for Contract 16-2. Seconded by Shaun Walsh. Approved 5-0.
- b) Dan Tierney motioned to approve, as Requisition #3 from the Construction Fund, the Application for Payment as submitted by Walabax Construction Services in the amount of \$17,198.10 for work completed through 9/21/2017 for Contract 17-1. Seconded by Tina Smith. Approved 5-0.
- c) Dan Tierney motioned to approve, as Requisition #4 from the Construction Fund, the Application for Payment as submitted by PSI Pumping Solutions in the amount of \$69,154.40 for work completed through 9/25/2017 for Contract 17-2. Seconded by Phil Corvo. Approved 5-0.
- d) Dan Tierney motioned to approve payment of all remaining requisitions/invoices, consisting of Requisitions #5 through #17 from the Construction Fund and all Tapping Fee Fund and Developer Invoices as shown on the Treasures Report for a total (including the previous approved Requisitions #1 though #4) of \$2,971,538.43. Seconded by Phil Corvo. Approved 5-0.

7. Developers Report, dated September 29, 2017 was reviewed by Josh Fox (See report for details). Two new Developer accounts require developer deposits: i) Graystone Crossing; ii) 825 Goshen Road

8. Engineers Report dated September 29, 2017 was reviewed by Josh Fox (See report for details). Request for motions:

- a) See 6.a.
- b) See 6.b

- c) See 6.c
- d) Shaun Walsh motioned to approve Work Change Directive No. 2 for Contract 17-2 for a change in contract price of \$5,763.13 with no extension of the contract period. Seconded by Tina Smith. Approved 5-0.
- e) Part 1:  
Dan Tierney motioned to approve withdrawal of the bid from Electri-Tech for Contract 17-6 for the electrical work on the Anaerobic Digester Replacement Project. Seconded by Phil Corvo. Approved 5-0.

The Authority discussed the total project cost for the Anaerobic Digester Replacement Project. Josh Fox explained the reasons for the difference between HRG's estimated cost and the total cost of the bids for the three contracts, which were 11% higher than the estimate for the project. One key difference was a higher number of labor hours, reflecting the complexity of the work and the inefficiency from phased construction of the two digesters. The Authority discussed whether the overall higher cost for this project would impact the ability to fund all the projects included in the multi-year refurbishment program. Given that some project contracts have been awarded less than the original estimate, the conclusion was that there is not an impact at this time. The Authority will continue to closely track projected costs for the entire program.

Part 2:

Ted Murphy motioned to provide Notice of Intent to Award the bids for:

- d) Contract 17-3: General Construction to Eastern Environmental Contractors for the base bid of \$4,424,240.00 with no alternatives selected
- e) Contract 17-6: Electrical Construction to Garden Spot Electric for a base bid of \$695,840.00 with no alternatives selected
- f) Contract 17-7: Mechanical Construction to GEM Mechanical Services for a base bid of \$218,000.00 with no alternatives selected

Seconded by Dan Tierney. Approved 5-0

Part 3:

Phil Corvo motioned to provide Notice to Award and Notice to Proceed for Contract 17-3, Contract 17-6 and Contract 17-7 upon receipt, and approval by the Authority Solicitor of the agreements, bonds and certificates of insurance. Seconded by Shaun Walsh. Approved 5-0.

- f) The Authority Solicitor has reviewed and approved the agreement, bond and certificate of insurance with DiRocco Brothers for Contract 17-5. Shaun Walsh motioned to provide Notice to Award and Notice to Proceed for Contract 17-5 to DiRocco Brothers for an estimated contract amount of \$1,224,125.44, seconded by Phil Corvo. Approved 5-0.
9. Ted Murphy described the preliminary discussions held with Township staff on developing a 2018 budget for the Sewer Authority. The Authority discussed various items that would be included in the draft budget. Tina Smith suggested that a Travel/Out of Pocket expense cost

line be considered for inclusion, given the possible involvement of Authority members in evaluation/developing an understanding of complex issues in the overall capital program that could require vendor/operational visits, etc. Ted Murphy will continue to lead the budget development process. The November meeting agenda will include a preliminary budget presentation. The Authority must have a final budget by the end of 2017.

There being no other business, on a motion by Shaun Walsh, seconded by Tina Smith, the meeting was adjourned at 9:56 PM.

Respectfully submitted,

Shaun Walsh, Secretary