

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
July 5, 2017

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, July 5, 2017 at the West Goshen Township Administration Building. Those present were:

Authority

Dan Tierney
Phil Corvo
Theodore Murphy
Shaun Walsh

Administration

Mike Moffa
Dave Woodward

Unruh, Turner

Amanda Sundquist

HRG

Josh Fox

1. The regular meeting of the Authority was called to order at 7:38 P.M. by Ted Murphy.

Phil Meyer was in attendance from East Goshen Township
2. Shaun Walsh motioned to approve the June 7, 2017 meeting minutes, seconded by Phil Corvo.
Approved 4-0
3. Authority Chair and Member Announcements.
 - a) Ted Murphy announced that an Executive Session was held regarding legal matters with respect to the EPA
 - b) Bond Settlement and funds transfer occurred on June 27, 2017. A Settlement Fund was used for disbursements and a separate Construction Fund will be set-up
4. Wastewater Superintendent Report was presented by Mike Moffa.
5. Solicitor's Report presented by Amanda Sundquist.
 - a) Authority By-Law discussion. Agenda materials should be available at least three days before the Authority Meeting. Ted stated that with the regular meeting being the first Wednesday of the month, some information would not be available that quickly. Josh Fox stated that providing his reports 3 days in advance would not be a problem, with the possible exception of change orders. Dan Tierney stated that he usually gets the Finance report the Thursday prior to the meeting. Ted Murphy stated that changing the date of the regular meeting might be a better option, but that the Authority should wait until Tina Smith returns for the August Meeting and all Authority members can discuss further.

- b) Discussion on Memorandum Agreement No. VIII between West Goshen Sewer Authority, West Goshen Township and East Goshen Township. The first agreement with East Goshen was in 1977 and has previously been amended seven times. Shaun Walsh asked whether the wording in Section 5 on the calculation of East Goshen's obligations included anticipated construction costs in addition to the Engineering costs described. Amanda replied that it is the intention to calculate all the project costs including the necessary construction contracts. Ted Murphy motioned to approve the Memorandum Agreement, seconded by Phil Corvo. Approved 4-0
 - c) Resolution regarding creating and maintaining a contractor Failure-to-Perform list. Ted Murphy asked if this is a standard resolution, Amanda replied yes. Ted Murphy stated that contracts should only be awarded to companies that can competently perform the work scope to the quality standards required. Phil Corvo asked who will be maintaining the list. Ted Murphy stated that Mike Moffa and Josh Fox will be. Ted Murphy asked what if a contractor is no longer considered unacceptable because of improved performance on projects elsewhere. Josh Fox stated they can simply be removed from the list. Josh Fox stated that there is a list of contractors maintained by the State that can be the initial basis for unacceptable companies. Shaun Walsh motioned to approve the Contractor List, seconded by Dan Tierney. Approved 4-0
6. Treasurers Report (See Attached) was presented by Dan Tierney. Dan Tierney motioned for the approval of requisitions/bills to be paid in the amount of \$162,695.51 seconded by Ted Murphy. Approved 4-0
7. Developers Report, dated July 5, 2017 was reviewed (See report for details)
8. Engineers Report dated June 30, 2017 was reviewed (See report for details)
Josh Fox's request for motions (See report for details)
- a) Shaun Walsh motioned to approve the Final Change Order 16-1 for a decrease in the Contract Price of \$102,661.00 and approve the Final Application for Payment for Contract 16-1, the Sanitary Sewer System Repair Project, seconded by Phil Corvo. Ted Murphy asked if this Contractor should be added to the list of defaulting contractors. Josh Fox stated that the Sewer Plant employees will have to finish the project; Ted Murphy asked if the employees would be able to finish the project, both Mike Moffa and Josh Fox replied yes. Approved 4-0
 - b) Shaun Walsh motioned to approve Work Change Directive No. 1 for Contract 16-2, Emergency Generator Replacement, for an estimated increase in the Contract Price of \$22,799.00 and an increase to the Contract Time of 85 days, seconded by Phil Corvo. This supersedes last month's authorization for a not to exceed amount. Josh Fox stated that the only thing that will further increase the Contract Price is the actual quantity of the soil that is removed. Approved 4-0
 - c) Phil Corvo motioned to approve Application for Payment No. 2, submitted by Walabax Constructions Services, Inc. for Contract 17-1, By-Pass Pump Station Connections, in the amount of \$8,100.00, seconded by Shaun Walsh. Approved 4-0

- d) Dan Tierney motioned to withdraw the By-Pass Pump Station bid, Pump Stations Solutions, due to a clerical math error, seconded by Phil Corvo. Approved 4-0

Phil Corvo motioned to reject the two bids, seconded by Dan Tierney. Shaun Walsh asked if the remaining bids were close in cost. Josh Fox replied that they were significantly different from each other. Approved 4-0

Ted Murphy motioned to rebid Contract 17-4, seconded by Shaun Walsh. Josh Fox stated that there will not be an increase in HRG fees for the rebid. Approved 4-0

- e) Shaun Walsh motioned to approve PECO Gas Service Contract to provide natural gas service to the Anaerobic Digester Control Building, seconded by Dan Tierney. Josh Fox stated that the driveway improvement project will be combined with the PECO Gas Service installation. Ted Murphy asked if we are using methane from the process to heat the Digester building, Josh Fox replied it was not being used to heat the building, but is used to heat the Digesters, with natural gas as a back-up. There will be a \$10,400.00 user credit from PECO. Ted Murphy asked when the project will start; Josh Fox replied that they are coordinating it with the Digester project schedule and is TBD. Approved 4-0
- f) Phil Corvo motioned to approve the proposal from Schwing Bioset for a no-cost pilot of their screw press for the week of July 31, 2017, seconded by Shaun Walsh. Approved 4-0
- g) Ted Murphy motioned to approve the Change Order Proposal No. 9 for Contract 16-2 for an increase in the Contract Price of \$1,100.00, no second. The original proposal was denied by the Authority engineer and F.W. Houder is formally appealing that denial by presenting this change order. With no second, there was no Authority support for the CO proposal

Ed Massey from East Goshen Township asked if the Co-Mag project is still included in the overall program of work. Amanda Sundquist stated that it is part of the Phase II WWTP improvements. Ted Murphy stated that negotiations on Co-Mag being a viable Phosphorus reduction technology for the treatment plant are active.

- h) Ted Murphy motioned to approve Authorization for the Wastewater Superintendent, Mike Moffa, to be able to approve changes in work scope and/or cost for open construction contracts not to exceed \$5,500.00, seconded by Phil Corvo. Josh Fox described using a flow-chart how the process would work and how this would help expedite work. If Mike is not comfortable making a particular decision he can always bring it to the Authority. Josh Fox/HRG will still be reviewing the change order requests before providing to Mike with a recommendation for approval. Ted Murphy stated that if the change order is over \$5,500.00 the Authority will need to approve it. Ed Massey expressed support for the proposal, indicating it is a reasonable approach, and commonly used. Amanda Sundquist advised that the Authority can withdraw or modify this process at any time. Ted Murphy asked if there is also an emergency approval procedure. Amanda Sundquist replied that by the very nature of it being an emergency situation there currently isn't, but it can be added to the By-Laws if the Authority desired one. Approved 4-0
9. Ted Murphy motioned to approve a Public Relations campaign regarding the overall Capital Improvement Project. A postcard would be created by HRG as part of their normal project management activities with the expectation that it would be sent to Township residents. The

Authority will review the draft postcard and discuss further. Motion was seconded by Dan Tierney. Approved 4-0

There being no further business, on a motion by Ted Murphy seconded by Shaun Walsh, the meeting was adjourned at 9:26 PM.

Respectfully submitted,

Lisa Covatta, Recording Secretary