

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
October 3, 2018
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, October 3, 2018 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	Amanda Sundquist	Mike Moffa	Dennis Michael
Tina Smith		Dave Woodward	
Dan Tierney			
Phil Corvo			
Shaun Walsh			

1. The regular meeting of the Authority was called to order at 7:06 PM by Ted Murphy.
2. The Authority meeting minutes for September 5, 2018 were motioned for approval by Phil Corvo, seconded by Tina Smith. Approved 5-0.
3. Ted Murphy, Authority Chair, announcements:
 - a. An Executive Session was held this evening to discuss legal matters.
 - b. Members of the West Goshen Sewer Authority Board participated in presentation of the Rate Study to the West Goshen Board of Supervisors on September 20, 2018.
 - c. The Authority has been awarded a \$220,000 grant from the Commonwealth's Small Water & Sewer Program. This grant is for improvements to the Aeration System – installation of new variable frequency drives and instrumentation to reduce electrical consumption in the biological treatment process.
4. Wastewater Superintendent Report for the month of September was presented by Mike Moffa.
 - a) The treatment plant operated in compliance with the NPDES permit. There was an unannounced inspection by PA DEP on September 18th.
 - b) Treated 170 million gallons of wastewater. Average of 5.7 mgpd.
 - c) Pressed for disposal 247 tons of solid waste.
 - d) The installation of a new roof on the admin building was completed
 - e) A meeting/plant tour with East Goshen supervisors/staff occurred on Sept. 10th.
 - f) A meeting of public works staff from the other municipalities occurred on Sept. 26th, when an update on the overall Capital Program was given, together with an O&M Budget discussion and a plant tour.
 - g) The Washington Street Pump Station experienced electrical problems with the switchgear and transformer on September 22nd. Serious corrosion was observed. Similar concerns exist on the condition of Westtown Way and Taylors Mill pump stations. The Authority discussed the need for emergency repairs at Washington Street pump station and for inspections at the other two pump stations of concern. Shaun Walsh motioned to authorize emergency repairs of the electrical system at Washington Street and inspection of the systems at Westtown Way and Taylors Mill pump stations. Seconded by Dan Tierney. Approved 5-0

If necessary, Mike Moffa could seek additional emergency repair authorization using the previously agreed email approval approach from the Authority Board members.

5. Solicitor's Report was presented by Amanda Sundquist.
 - a) TMDL: The public comment period on the Settlement Agreement published in the Federal Register closed on September 21st. EPA has requested a technical response to one comment received. HRG will provide a reply. A status report to the judge is due late October. Ted Murphy motioned for approval to sign the final Settlement Agreement if the document is available prior to the Nov. 7th regular meeting of the Sewer Authority. Seconded by Dan Tierney. Approved 5-0
 - b) The status of the Sewage Treatment Agreement with Westtown Township was discussed in the Executive Session. Tina Smith and Ross Unruh met with the Westtown solicitor on September 18th. A further meeting with Westtown Township engineer and solicitor is planned.
 - c) Tina Smith motioned for the return of the expired maintenance bond for the Arbors at West Goshen development in the amount of \$479.99. Developer Deposit Account DD188 in the Treasurers report. Seconded by Dan Tierney. Approved 5-0

6. Treasurers Report dated October 3, 2018 was presented by Dan Tierney (See report for details)
 - a) Phil Corvo motioned to approve as Requisition #189 from the Bond Construction Fund, Application for Payment No. 9 as submitted by Eastern Environmental Contractors, Inc. in the amount of \$238,146.30 for work completed through September 17th, 2018 for Contract 17-3. Seconded by Dan Tierney. Approved 5-0

 - b) Phil Corvo motioned to approve as Requisition #190 from the Bond Construction Fund, Application for Payment No. 7 as submitted by Eastern Environmental Contractors, Inc., in the amount of \$24,117.50 for work completed through September 19th, 2018 for Contract 17-8. Seconded by Tina Smith. Approved 5-0

 - c) Ted Murphy motioned to approve as Requisition #191 from the Bond Construction Fund, Application for Payment No. 4 as submitted by The Williams Group Electrical Contractors, Inc., in the amount of \$8,392.93 for work completed through July 15th, 2018 for Contract 17-9. Seconded by Shaun Walsh. Approved 5-0

 - d) Phil Corvo motioned to approve as Requisition #192 from the Bond Construction Fund, Application for Payment No. 8, as submitted by DiRocco Brothers, Inc. in the amount of \$175,926.45 for work completed through September 18th, 2018 for Contract 17-6. Seconded by Tina Smith. Approved 5-0

 - e) Phil Corvo motioned to approve as Requisition #193 from the Bond Construction Fund, Application for Payment No. 6, as submitted by Garden Spot Electric, Inc. in the amount of \$27,000.00 for work completed through September 7th, 2018 for Contract 17-5. Seconded by Shaun Walsh. Approved 5-0

 - f) Dan Tierney motioned to approve for payment, Requisitions #194 through #206 from the Bond Construction Fund, plus Tapping Fee Fund Requisitions of \$20,379.45 and Developer's Invoices of \$1,176.70. Seconded by Phil Corvo. Approved 5-0.

7. Engineers Report dated September 4, 2018 was reviewed by Dennis Michael (See report for details).
 - a) Ted Murphy motioned to authorize Mike Moffa to sign the WQM Part II Permit Application due to be submitted by October 30th. Seconded by Tina Smith. Approved 5-0
 - b) HRG has provided the Confirmation of Assignment (CoA) information for the Phase II improvements to complete final design. The Authority discussed the document. Shaun Walsh asked HRG to clarify:
 - i) More definition on the Milestone Schedule for the COMAG construction period from July 2019 to Operation in June 2021.
 - ii) Improved clarity on the Milestone Schedule for the other elements of the WWTP Upgrade Project. i.e. separate the Dewatering equipment and SCADA schedules from the COMAG schedule
 - iii) A calculation on the Design Costs as a percentage of the overall Project Cost and a comparison to both industry benchmarks and the same ratio for the other main projects within the Capital Program. This request was for clarification purposes only.
 Ted Murphy motioned to approve the Confirmation of Assignment for the WWTP Phase II Improvements Project to HRG. Seconded by Phil Corvo. Approved 5-0
 Shaun Walsh requested that Josh Fox/HRG provide additional breakdown of the Expected Inter-municipal Repayments on the Estimated Capital Expenses through 2020 spreadsheet, specifically the expected payments by each municipality and the month of receipt.
8. Developers Report, dated September 4, 2018 was reviewed by Dennis Michael (See report for details).
 - a) Ted Murphy motioned for approval of \$55,522.50 as the security estimate (letter of credit) for the sanitary sewer improvements for 901 Shiloh Road, developer Glenn White. Seconded by Phil Corvo. Approved 5-0
 - b) Phil Corvo motioned for approval of a reduction of \$3,234.00 in the security estimate (letter of credit) for the sanitary sewer improvements for 825 Goshen Road, developer Zarelli. Seconded by Shaun Walsh. Approved 5-0
9. Shaun Walsh requested the discussion on a documented Investment Policy similar to that of the Township be deferred to a future Authority meeting.
10. Any Other Business
 - a) Ted Murphy introduced the subject of needing to develop a general guidance policy for the Authority's obligations for restoration of a homeowner's property after completion of sewer line repairs. For example, the issue of the repair reducing groundwater infiltration, that causes the water table to rise and create surface wetland. The Township Engineer, Rick Craig, would be requested to provide input. The Authority discussed the requirement and supported further work. Ted Murphy will include it on the agenda for the December meeting of the Authority.

There being no other business, Shaun Walsh motioned to adjourn the meeting at 8:50 PM, seconded by Dan Tierney. Approved 5-0

Respectfully submitted,

Shaun Walsh, Secretary