

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

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, November 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 Tina Smith Dan Tierney Phil Corvo Shaun Walsh	Ross Unruh	Mike Moffa	Josh Fox

1. The regular meeting of the Authority was called to order at 7:04 PM by Ted Murphy.
2. The Authority meeting minutes for October 3, 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. The Settlement Agreement with the EPA and DRN was presented to the West Goshen Board of Supervisors on November 1, 2018.
 - c. Sunoco Grant Awards were announced on 10/16/2018. West Goshen received 2 grants of \$110,142 and \$215,273. The smaller amount is for restoration of the riparian buffer along Chester Creek within the boundary of the Sewer Plant property.
 - d. Commitment Letter and Grant Agreement for the \$220,000 grant from the PA Commonwealth Financing Authority was signed over the past few weeks. 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 October was presented by Mike Moffa.
 - a) The treatment plant operated in compliance with the NPDES permit.
 - b) Treated 172 million gallons of wastewater. Average of 5.2 mgpd.
 - c) Pressed for disposal 275 tons of solid waste.
 - d) The treatment plant is operating within the required new discharge limit for phosphorous of 0.8 mg/L monthly average. Samples are being taken twice per week. As an example, the sample taken on Monday, Nov. 5th (no sludge pressing the day before) = 0.63 mg/L. The sample taken on Tuesday, Nov. 6th (with sludge pressed the day before) = 0.75 mg/L.
 - e) Progress has been made on the necessary repairs to the Washington Street Pump Station due to the serious corrosion experienced on the electrical system. Coordinating with PECO, an application has been made to order the required materials. Repairs to the Westtown Way Pump Station included evaluation of a pole mounted transformer, however PECO requirements prohibited a raised platform location. Installation of a typical transformer vault is problematic because of flood zone designation in the area, so alternative siting in a non-

flood zone location, but still on the property is being assessed.

5. Solicitor's Report was presented by Ross Unruh.
 - a) TMDL: The Second Interim Settlement Agreement was signed by all three parties, EPA, Delaware Riverkeeper Network and the WG Sewer Authority. A status report to the judge was submitted and on Nov. 2nd the judge ordered the case remain in civil suspense until further order of the Court. The parties are required to file a joint status report on or before April 1st and October 1st of each year informing the Court of their progress toward completing the work embodied in the Second Interim Settlement Agreement.
 - b) The status of the Sewage Treatment Agreement with Westtown Township was discussed in the executive session. As of this date, no response has been received from the Westtown engineer and solicitor on the Authority's request for a further meeting.
Ted Murphy motioned that the Authority authorize (a) that the Solicitor institute litigation on behalf of the Authority against Westtown Township for breach of its January 14, 1998 agreement with the Authority and West Goshen Township; (b) that the Solicitor meet in executive session with the West Goshen Township Board; and (c) that the officers of this Board are authorized to take whatever actions are necessary and appropriate in furtherance of the above-referenced litigation. Seconded by Tina Smith. Approved 5-0
 - c) Irregularities with the bids received for contract 18-3 for the 2018 Sanitary Sewer System Repair project were reviewed and the bid award recommendation by the Engineer is supported by the Solicitor. See Engineer's report for November.
6. Treasurers Report dated November 7, 2018 was presented by Dan Tierney (See report for details)
 - a) Phil Corvo motioned to approve as Requisition #210 from the Bond Construction Fund, Application for Final Payment as submitted by Walabax Construction Services, Inc. in the amount of \$98,786.45 for Contract 17-1. Seconded by Dan Tierney. Approved 5-0
 - b) Phil Corvo motioned to approve as Requisition #207 from the Bond Construction Fund, Application for Payment No. 10 as submitted by Eastern Environmental Contractors, Inc., in the amount of \$437,193.77 for work completed through October 15th, 2018 for Contract 17-3 (Anaerobic Digester Replacement – General Contract). Seconded by Tina Smith. Approved 5-0
 - c) Phil Corvo motioned to approve as Requisition #211 from the Bond Construction Fund, Application for Payment No. 4 as submitted by GEM Mechanical Services, Inc., in the amount of \$5,944.89 for work completed through October 19th, 2018 for Contract 17-7 (Anaerobic Digester Replacement - Mechanical Construction). Seconded by Dan Tierney. Approved 5-0
 - d) Phil Corvo motioned to approve as Requisition #208 from the Bond Construction Fund, Application for Final Payment as submitted by Eastern Environmental Contractors, Inc. in the amount of \$18,828.50 for Contract 17-8 (Enhanced Chemical Addition System – General Construction). Seconded by Tina Smith. Approved 5-0
 - e) Phil Corvo motioned to approve as Requisition #209 from the Bond Construction Fund, Application for Final Payment, as submitted by Williams Group Electrical Contractors, Inc. in the amount of \$65,194.05 for Contract 17-9 (Enhanced Chemical Addition System – Electrical Construction). Seconded by Shaun Walsh. Approved 5-0

- f) Shaun Walsh motioned to approve as Requisition #212 from the Bond Construction Fund, Application for Payment, as submitted by Optimum Controls Corp. for controls integration work on the Enhanced Chemical Addition System in the amount of \$15,644.00. Seconded by Dan Tierney. Approved 5-0
 - g) Dan Tierney motioned to approve for payment, Requisitions #213 through #224 from the Bond Construction Fund, plus Tapping Fee Fund Requisitions of \$22,504.70 and Developer's Invoices of \$75.60. Seconded by Phil Corvo. Approved 5-0.
7. Engineers Report dated November 2, 2018 was reviewed by Josh Fox (See report for details).
- a) Josh reviewed the proposed changes to the MCC layout and relocation of an existing electrical box as part of the Anaerobic Digester Replacement Project electrical scope. Ted Murphy motioned to approve Change Order #2 as submitted by Garden Spot Electric for Contract 17-6. Seconded by Phil Corvo. Approved 5-0
 - b) Dan Tierney motioned to approve the following quotes for equipment purchase for the Downing Avenue Pump Station upgrade project:
 - a. COSTARS Quote from Riordan Materials (20180321AA) for Franklin Miller Sewage Grinder and accessories for a cost of \$35,200.00
 - b. COSTARS Quote from Optimum Controls Corporation (0000166387) for Pump Control Panel and Level Instrumentation for a cost of \$29,564.00
 - c. COSTARS Quote from Emergency Systems Service Company (124238) for 60 kW diesel generator, automatic transfer switch, Trystar Rotary Docking Station and accessories for \$38,876.00
 Seconded by Phil Corvo. Approved 5-0
 - c) Ted Murphy motioned to authorize for public bidding of Contract Nos. WC-1 (General Contract) and WC-2 (Electrical Contract) for the Woodcrest Pump Station upgrade project. Seconded by Shaun Walsh. Approved 5-0
 - d) Shaun Walsh motioned to authorize advertisement of the COMAG Procurement Contract upon Solicitor's review and approval of the contract documents. Seconded by Dan Tierney. Approved 5-0
 - e) Josh Fox described the deficiencies in the bid documents received for contracts 18-2 and 18-3. The bids were reviewed by HRG and recommendations have been made to the Authority on how to proceed with bid awards. The Solicitor supports the recommendations.
 - a. Ted Murphy motioned (i) to provide Notice of Intent to award the bid for contract 18-2 (General Contract for 2018 Sanitary Sewer System Rehabilitation) to MOR Construction Services, Inc. for the bid amount of \$326,769.75 and (ii) to authorize Notice of Award/Notice to Proceed to MOR Construction Services, Inc. for contract 18-2 in the amount of \$326,769.75 subject to approval by the Authority Solicitor of Acceptable Executed Agreement/Performance & Payment Bonds/Certificate of Insurance. Seconded by Tina Smith. Approved 5-0
 - b. Ted Murphy motioned to reject the apparent low bid for contract 18-3 from Standard Pipe Services, LLC due to a defective bid that failed to meet bid requirements for document delivery and required completeness. Seconded by Dan Tierney. Approved 5-0
 - c. Phil Corvo motioned (i) to provide Notice of Intent to award the bid for contract 18-3 (Rehabilitation Contract for 2018 Sanitary Sewer System Rehabilitation) to Mr. Rehab,

LLC for the bid amount of \$88,582.32 and (ii) to authorize Notice of Award/Notice to Proceed to Mr. Rehab LLC for contract 18-3 in the amount of \$88,582.32 subject to approval by the Authority Solicitor of Acceptable Executed Agreement / Performance & Payment Bonds/Certificate of Insurance. Seconded by Shaun Walsh. Approved 5-0
Shaun Walsh described to Josh Fox the clarification actions requested of HRG on the Confirmation of Assignment for the Phase II improvements, as detailed in the approved meeting minutes of October 3rd, 2018. **Action:** Josh Fox to provide requested further information.

Josh Fox informed the Authority of the problem of stream bank erosion threatening the Westtown Way Pump Station foundations. HRG is pursuing a remedy with the Township/Sewer staff.

8. Developers Report, dated November 2, 2018 was presented by Josh Fox (See report for details).
 - a) Construction has commenced on Pump Station A at the Woodlands at Graystone development.
9. Shaun Walsh informed the Authority he had met with the Township Finance Director, Jeanne Denham, to discuss creating a documented Investment Policy similar to that of the Township. Jeanne had provided current best practice information for an Investment Policy by the Government Finance Officers Association. **Action:** Shaun Walsh to prepare a draft policy for review by the Authority at the Jan. 2019 regular meeting.
10. The Finance Director had also explained that the Township was working through an RFP process for its banking relationships. The Authority discussed the potential opportunity to leverage this Township work to improve the Authority's banking relationship and management of accounts.
Ted Murphy motioned to authorize Dan Tierney to discuss with Fulton Bank the opportunity for elimination or reduction of fees on current investment and banking transactions and to further optimize cash management such that account balances remain within FDIC insured limits to reduce financial risk exposure for the Authority. Seconded by Tina Smith. Approved 5-0
Action: Dan Tierney
11. Mike Moffa shared the requested 2019 Sewer Budget. This would be reviewed for approval at the December meeting of the Authority.
12. Tina Smith enquired about the development of a policy when the Sewer Authority has to dig/perform work on a homeowner's property. Ted Murphy requested Tina to send a reminder email (completed) to further discuss this issue at the December meeting of the Authority.
13. Any Other Business
No new items were raised.

There being no other business, Shaun Walsh motioned to adjourn the meeting at 9:12 PM, seconded by Phil Corvo. Approved 5-0

Respectfully submitted,

Shaun Walsh, Secretary

