

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

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, February 7, 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	Ross Unruh	Mike Moffa	Josh Fox
Phil Corvo		Dave Woodward	Kevin Fox
Dan Tierney			
Tina Smith			
Shaun Walsh			

1. The regular meeting of the Authority was called to order at 7:01 PM by Ted Murphy.
2. The Authority meeting minutes for January 3, 2018 were motioned for approval by Dan Tierney, seconded by Tina Smith. Approved 5-0.
3. Authority Chair and Member Announcements:
 - a) Ted Murphy announced that an Executive Session had been held by the Authority at 6:30 pm to discuss legal matters and that Mike Moffa and Dave Woodward from the Township, and the Authority Solicitor & Engineer had been in attendance.
4. Item #10, Presentation of West Goshen Rate Study by Kevin Fox of HRG, was moved forward on the agenda for discussion.

Kevin Fox presented 4 scenarios for a Rate Increase based on Existing Rate Fees and Structure. He also described the difficulties encountered in developing an alternative approach to be based on water consumption (using the Equivalent Dwelling Units concept) for all property classifications. Although significant progress had been made in developing the alternative model, it still required obtaining comprehensive water usage data from Aqua PA. Although Aqua was willing to provide the necessary information, they had indicated that it would be the end of February, at the earliest, before this could be done. Kevin also stated that the original estimate for the HRG cost to complete the study had already been exceeded by \$6,000 and that additional funding would be required to complete the full development of the alternative model.

The Authority discussed the 4 scenarios, the desirability of obtaining the data from Aqua to complete the alternative model, the lack of certainty about when data would be provided by Aqua, the timing of when a recommendation paper needed to be presented to the WGT Board of Supervisors, and the funding situation for HRG for this work.

 - a) Ted Murphy motioned for HRG to proceed with creating a recommendation paper, for review at the March meeting of the Authority, for a uniform rate increase across the existing billing structure, including volumetric charges, for two options, both with no rate increase in 2018 i) a single rate increase in 2019 than held flat for 3 years - 2020 to 2022 and ii) smaller rate increases over multiple years such that the rate in

2022 was the same as in option i). The decreased revenue obtained in option ii) over the 2019 to 2022 period would be specifically highlighted and the Pros & Cons of both options described. The paper to also include analysis on proposed rate fees of creating a capital reserve fund and a recommendation on a preferred approach. Seconded by Tina Smith. Approved 5-0

- b) Phil Corvo motioned for HRG to contact Aqua to obtain the water usage data to complete the gathering of information for the alternative water consumption model. Seconded by Tina Smith. Approved 4-1. Shaun Walsh voting against.
- c) To enable completion of data gathering, Ted Murphy motioned to fund the HRG work Not To Exceed \$25,000. Seconded by Tina Smith. Approved 4-1. Shaun Walsh voting against.

Ted Murphy stated that he would request the Township Board of Supervisors for the Township to split any further HRG costs required to complete development of the alternative model beyond the gathering of data from Aqua.

- 5. Wastewater Superintendent Report for the month of January was presented by Mike Moffa.
 - a. WWTP operated in compliance with the NPDES permit
 - b. Treated 119 million gallons of wastewater
 - c. Pressed 307 tons of solid waste for disposal
 - d. Two of the three screw pumps had had their gearboxes replaced and were now back in service. The third pump is awaiting a coupling.
 - e. An influent sewer line to Westtown Way Pump Station was damaged during project work. See Engineers Report – Page 2. This caused a brief overflow and staff immediately implemented emergency management procedures. The spill was reported to PA DEP.

- 6. Solicitor's Report was presented by Ross Unruh.
 - a) No progress by EPA on preparing a draft Settlement Agreement for the TMDL litigation. A Joint Status Report was provided to the judge dated January 30, 2018. The matter remains in Civil Suspense.
 - b) Shaun Walsh motioned for approval of the Settlement Agreement with Woodlands at Greystone concerning the funding of work necessary to increase the existing sewer line size to the East of Phoenixville Pike that will receive the flow from the new development. Seconded by Phil Corvo. Approved 5-0.
 - c) Review and approval by the West Whiteland Township Board of Supervisors of the inter-municipality agreement remains pending.
 - d) The Authority discussed the issue of detailed recording of questions and comments from attendees in the meeting minutes. The Authority and their solicitor believe that the minutes accurately reflect any actions taken by the Authority as a result of resident input. The idea of a voluntary sign-in sheet was further discussed. However, it was decided that comments, but not questions, from attendees would be included by the Recording Secretary in the minutes.

The Authority requested Ross provide notification to Westtown Township of their delinquency in paying the long overdue 2016 bill for their share of WWTP capital improvements and the intention of the Authority to progress legal action if payment is not received in the near future.

7. Treasurers Report dated February 7, 2018 was presented by Dan Tierney (See report for details)
 - a) Phil Corvo motioned to approve Change Order No. 1 for Contract 17-1 for an increase to the Contract Time for substantial completion of 39 days and an increase to the Contract Price of \$4,404.00 formalizing Work Change Directives No.1 and No.2 and Change Order Request No.1. Seconded Tina Smith. Approved 5-0.
 - b) Phil Corvo motioned to approve, as Requisition #57 from the Bond Construction Fund, Application for Payment No. 9 as submitted by Walabax Construction Services Inc., in the amount of \$52,776.00 for work completed through Jan. 19th, 2018 for Contract 17-1. Seconded by Dan Tierney. Approved 5-0.
 - c) Ted Murphy motioned to approve Change Order No.1 for Contract 17-5 for an increase to the Contract Price of \$18,000.00 for completion of an additional spot repair on Mallard Road. Seconded by Shaun Walsh. Approved 5-0.
 - d) Phil Corvo motioned to approve as Requisition #59 from the Bond Construction Fund, Application for Payment No. 1 as submitted by The Williams Group, in the amount of \$14,115.60 for work completed through Jan. 18th, 2018 for Contract 17-9. Seconded by Shaun Walsh. Approved 5-0
 - e) Dan Tierney motioned to approve as Requisition #56 from the Bond Construction Fund payment to Veolia Water Tech. Inc. in the amount of \$182,181.00. Seconded by Phil Corvo. Approved 5-0
 - f) Dan Tierney motioned to approve for payment, Requisitions #58, & 60 through #64 from the Bond Construction Fund, plus Tapping Fee Fund Requisitions of \$33,686.14 and Developer's Invoices of \$160.00. Seconded by Phil Corvo. Approved 5-0.
8. Developers Report, dated February 2, 2018 was reviewed by Josh Fox (See report for details).
 - a. Josh Fox and Dave Woodward described the preferred approach to inspection of the new sewer facilities for the Woodlands at Greystone. Carroll Engineering would be responsible for shop drawing review and site inspection during construction of the sanitary sewer laterals and mains to ensure the rules and regulations of the Authority are met and satisfactory work completion. HRG would be responsible for shop drawing review and construction inspection associated with the two new Pump Stations in the development.
Ted Murphy motioned to move forward with the above division of responsibilities between Carroll Engineering & HRG. Seconded by Phil Corvo. Approved 5-0.
9. Engineers Report dated February 2, 2018 was reviewed by Josh Fox (See report for details).
Request for motions:
 - a) Ted Murphy motioned for approval for HRG to complete preliminary design work, working with input from Township staff, for the CoMAG project. The work to include preparation of

- all necessary permit application information, but with no submittal to PA DEP. Seconded by Dan Tierney. Approved 5-0
- b) Shaun Walsh motioned for approval of Resolution 2018-1 for submission of a PA Small Water and Sewer Program grant in the amount of \$276,158.00 from the Commonwealth Financing Authority. Seconded by Phil Corvo. Approved 5-0
 - c) Ted Murphy motioned for HRG to proceed with the 2018 Sanitary Sewer Repair project design and permitting for priority repairs such that the estimated construction costs remain as originally budgeted at approximately \$540,000. Seconded by Phil Corvo. Approved 5-0.
 - d) Ted Murphy motioned for HRG to prepare the required 2017 Bond – Consulting Engineer’s Report in the comprehensive format for a cost Not To Exceed \$4,500.00. Seconded by Phil Corvo. Approved 5-0.
10. Dan Tierney motioned to approve the engagement of Barbacane, Thornton & Company LLP to conduct the financial audit of the WGT Sewer Authority for the year 2017. Seconded by Phil Corvo. Approved 5-0.
11. New Business
- a. Attendee Robin Stuntebeck, WGT Board of Supervisors and liaison to the Authority, raised the issue of lack of availability of the meeting materials and previous meeting minutes in advance of the meeting. The Authority discussed the problem of having a consistent uploading of materials to the Township website. Shaun Walsh will follow-up with Casey LaLonde and Robin. For future meetings, Robin should be copied on the pre-meeting distribution of materials using her WGT email address.
12. There being no other business, Shaun Walsh motioned to adjourn the meeting at 10:25 PM, seconded by Phil Corvo. Approved 5-0

Respectfully submitted,

Shaun Walsh, Secretary