

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
September 4, 2019
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, September 4, 2019 at the West Goshen Township Administration Building. Those present were:

Authority

Theodore Murphy
Tina Smith
Dan Tierney
Phil Corvo
Shaun Walsh

UTBF

Ross Unruh

Administration

Mike Moffa
Dave Woodward

HRG

Josh Fox

1. The regular meeting of the Authority was called to order at 7:09 PM by Ted Murphy.
2. The Authority meeting minutes for the regular meeting of August 7, 2019 were motioned for approval by Tina Smith. Seconded by Dan Tierney. Approved 5-0.
3. Ted Murphy announced
 - a. There was no Executive Session held this evening
 - b. A Joint Committee meeting of the Sewer Authority and Board of Supervisor representatives was held on Aug. 13th to discuss funding options for future projects.
 - c. Dan Tierney is resigning from the Sewer Authority due to his moving outside of the Township. The board members discussed the process to fill the vacancy for the Authority Treasurer. It was agreed that the vacancy would be posted on the News section of the Township webpage to solicit interest. Two board members, Mike Moffa, and potentially Jeanne Denham, would then conduct interviews with interested candidates in late September prior to any action by the Board of Supervisors. This timeline would have a new Treasurer in-place by the November meeting of the Authority, assuming BoS approval at their October meeting. In the interim it was agreed that Tina Smith, Vice Chair of the Authority, would be given alternate signatory approval for issuance of checks on the Authority accounts. This was formally addressed by agenda item #10 later in the meeting.

The board members all expressed their sincere thanks to Dan for his service as Treasurer for the Sewer Authority. Dan was recognized for his efforts and improvements he has made to the financial management of the Authority. Dan thanked his fellow board members and township staff, and stated his appreciation for the collaborative approach of the whole team.
 - d. Due to the unavailability of the Vice Chair for the regularly scheduled October 2nd meeting, the board members agreed to change the date of the meeting to October 9th, 2019. Dave Woodward will post the appropriate public notice announcing the change of meeting date.
4. Wastewater Superintendent Report for the month of August was presented by Mike Moffa.
 - a. The treatment plant operated in compliance with the NPDES permit. Treated 142 million gallons of wastewater. Average of 4.57 mgpd. Pressed for disposal 223 tons of solid waste. Average Total Phosphorous discharge concentration for July = 0.79 mg/L.
 - b. Replacement of electrical equipment at the Washington Street Pump Station has been completed. The new transformer/switchgear is operational. Minor demolition of old equipment and site clean-up still remain.

- c. Installation of an additional air conditioning unit for the UV disinfection control room is complete.
- d. The board discussed the previously provided email approval for the purchase of a new manometer and pressure regulator for the Secondary Digester. These items are needed to get the Secondary Digester fully operational and were considered critical items that had to be procured. Ted Murphy motioned to affirm the previous email approval of the purchase of the manometer at \$6,048.00 and pressure regulator at \$6,310.92, plus shipping cost for both items. Seconded by Phil Corvo. Approved 5-0.
The board queried why these same items purchased for the emergency digester repairs in 2017 were not suitable for re-use. Josh advised that the specified pressure control range is such that the replacing the spring in the previous pressure regulator was not a feasible option. The manometer range required for the new secondary digester had been overlooked when obtaining a new manometer during the emergency digester repairs.
- e. Shaun Walsh motioned to increase the spending limit for the WWTP Superintendent, without prior Authority board approval, for general items needed from \$5,500 to \$10,000. Seconded by Dan Tierney. Approved 5-0.

5. Solicitor's Report was presented by Ross Unruh.

- a) Ross advised that arbitration with GEM Mechanical Services to resolve the contract claim disputes with the Authority is moving forward. This will be an expedited, paperwork only arbitration (120 days).
- b) Ross advised that there is potentially a dispute between the WCASD and the Authority regarding the sizing of the proposed force main from the new Greystone elementary school. Since UTBF has both the Sewer Authority and the WCASD as clients, they would not be representing either party. The board discussed using the Township solicitor for legal counsel as needed if a dispute arises.
- c) Jim Dalton continues work to obtain quiet title to the piece of property at the Trinity Drive Pump Station.
- d) Ross Unruh is awaiting a response from the Aqua attorney regarding the property parcel intended to be swapped between Aqua and the Sewer Authority at the Downing Avenue Pump Station.
- e) Attorney Fees in support of the Authority: Ross described the different billing rates for himself and a less experienced attorney at UTBF. The rates were only marginally different (\$10 / hour) and the billable hours could increase. Ross suggested one opportunity to reduce fees was for his attendance at the regular Authority meetings to be limited to just agenda items through the Solicitor Report and that there was no need for him to stay through the detailed engineering report discussions. The board agreed to this change in practice.

6. The Treasurers Report dated September 4, 2019 was presented by Dan Tierney (See report for details)

- a) Shaun Walsh motioned to approve as Requisition #354 from the Bond Construction Fund, Application for Payment No. 20 as submitted by Eastern Environmental Contractors, Inc., in the amount of \$115,180.20 for work completed through August 15th, 2019 for Contract 17-3 (Anaerobic Digester Replacement – General Construction Contract). Seconded by Tina Smith. Approved 5-0
- b) Dan Tierney motioned to approve as Requisition #355 from the Bond Construction Fund, Application for Payment No. 13 as submitted by Garden Spot Electric in the amount of \$38,703.00 for work completed through July 31st, 2019 for Contract 17-6 (Anaerobic Digester Replacement – Electrical Contract). Seconded by Phil Corvo. Approved 5-0.
- c) Phil Corvo motioned to approve as Requisition #356 from the Bond Construction Fund, Application for Payment No. 2 as submitted by McKenney Construction, in the amount of \$168,492.60 for work completed through August 19th, 2019 for Contract WC-1 (Pump Station Improvement – General Construction). Seconded by Tina Smith. Approved 5-0.

d) Ted Murphy motioned to approve Work Change Order #2 – Final Adjusting Change Order for Contract 18-3 (2018 Sanitary Sewer System Repairs) in the net amount of \$22,935.37. Seconded by Phil Corvo. Approved 5-0.

Ted Murphy motioned to approve as Requisition #357 from the Bond Construction Fund, Application for Payment No. 2 - Final as submitted by Mr. Rehab, LLC, in the amount of \$74,099.11 for Contract 18-3. Seconded by Phil Corvo. Approved 5-0.

e) Dan Tierney motioned to approve for payment, as listed on the Treasurers Report, Requisitions #358 through #365 from the Bond Construction Fund; Tapping Fee Fund Requisitions #1945 to #1947 in the total amount of \$27,362.52; and Developers Invoices (2) in the total amount of \$1,403.90. Seconded by Shaun Walsh. Approved 5-0.

7. Engineers Report dated August 30, 2019 was presented by Josh Fox (See report for details).

a. Josh reported on the two options acceptable to PECO for the provision of electrical service (Contract WC-2) to the Woodcrest/Downing Avenue Pump Station. After discussion, the board agreed that option 2 was preferred, the new service would be installed on an existing pole and run underground an estimated distance of 165 ft. at an approx. cost of \$15,000. Ted Murphy motioned to approve option 2 for the provision of electrical service to the Pump Station. Seconded by Dan Tierney. Approved 5-0.

HRG will issue the appropriate Work Change Order/Contract Change Order to Garden Spot Electric.

b. Josh reported on continuing design work for the Westtown Way Pump Station Project.

Detailed design is needed to ensure an improved cost estimate for this project can be produced.

c. Josh described the outcome of the WWTP Ph.2 bidding process. The totalized lowest bids for each contract exceeded the Estimated Opinion of Probable Construction Cost (EOPCC) by \$695,067. After some board discussion with Josh, it was agreed that the project should be re-bid, removing where possible items of most unknown cost risk from the bidders perspective in the expectation of lower re-bids and improvement in the project cost position. Tina Smith motioned to reject all bids on the basis of total project costs bid exceeding the EOPCC budget. Seconded by Shaun Walsh. Approved 5-0.

d. Shaun Walsh motioned for HRG to revise the bidding documents for the WWTP Ph.2 improvements and after approval by township staff of the revised documents, to re-advertise the Project for public bids. Seconded by Dan Tierney. Approved 5-0.

8. Developers Activity Report, dated August 30, 2019 was described by Josh Fox (See report for details).

9. Josh Fox and Mike Moffa described the work they had performed to create a 10-year forward view of the WGSA Capital Improvement Schedule for 2021 through 2030. Although in a very preliminary stage, the anticipated projects show a continued need for significant capital investment in primarily the collection system, but also further rehabilitation of WWTP equipment. The board discussed the scope of the program, the phasing of the projects and the sources of revenue to fund the 10-year plan. Additional work is needed to refine the project list and to continue the discussions with the Joint Committee with the Board of Supervisors.

a. The board discussed the near-term requirement to fund the Priority A work to CIPP line and replace sections of the large interceptor piping. The Township has two funds designated as Capital Reserve for the Sewer System with an approx. combined balance of \$1.8M. Ted Murphy motioned to request the Board of Supervisors to transfer to the Sewer Authority the existing fund balances in a) the Sewer Revenue Investments account – DNB First and b) the Sewer Revenue Reserved Investments account – DNB First, in order to provide sufficient funds to execute the

Priority A interceptor pipe rehabilitation project. Seconded by Dan Tierney. Approved 5-0

10. Any Other Business

- a. The board continued its discussion on adding the Vice Chair as an alternate signatory for the Authority banking accounts. Shaun Walsh motioned for Tina Smith to be added as an authorized account representative for the Authority, and to be provided with signature approval for bank accounts at both Fulton Bank and TD Bank. Seconded by Dan Tierney. Approved 5-0
- b. As part of the scope changes required for the re-bid process, HRG requested Authority authorization to obtain COSTAR proposals and quotes for items that would become owner supplied equipment in the revised approach for bidding. Dan Tierney motioned to authorize HRG to request COSTAR proposals and quotes for equipment purchases and incidental services in an amount not to exceed \$1.3M that would now be procured by the Authority for the WWTP Ph.2 Improvement Project. Seconded by Tina Smith. Approved 5-0

Dan Tierney motioned to adjourn the meeting at 9:58 PM, seconded by Shaun Walsh. Approved 5-0

Respectfully submitted,

Shaun Walsh,
Secretary