

WEST GOSHEN SEWER AUTHORITY  
REGULAR MEETING  
December 5, 2019  
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Thursday, December 5, 2019 at the West Goshen Township Administration Building. Those present were:

<u>Authority</u>	<u>UTBF</u>	<u>Administration</u>	<u>HRG</u>
Theodore Murphy	Ross Unruh	Mike Moffa	Josh Fox
Tina Smith		Dave Woodward	
Walt Wills			
Phil Corvo			
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 the regular meeting of November 6, 2019 were motioned for approval by Tina Smith. Seconded by Walt Wills. Approved 5-0.
3. Ted Murphy announced:
  - a) There was no Executive Session held this evening
  - b) A Joint Committee meeting, with representatives from the Township BoS, the Sewer Authority and Township staff, was held on November 12<sup>th</sup>, at 3:30 pm at the Township building. A strategic view of future (2020 to 2030) Sewer Authority projects prepared by Josh Fox and Mike Moffa was presented and discussed. Potential funding sources and the timing of fund availability were also reviewed. The JC will meet again in February 2020 to continue refining the analysis and ensure a robust strategic plan is completed to inform the 2021 Township/Authority budget process.

Shaun Walsh informed the Authority:

- c) That at the Nov. 19<sup>th</sup> Board of Supervisors meeting the Board approved the transfer of \$1.48 million from the Township Sewer Revenue Reserved Investments (SRRI) account to the Sewer Authority to fund the rehabilitation/replacement of the Priority A Interceptor Piping/Manholes in H1 2020. In addition, the Board approved the transfer of the same amount (\$1.48 M) from the Township Sewer Revenue Fund (the operating account) into the SRRI to essentially replenish the 'Capital Reserve', which could be considered earmarked for future SA needs. Note the Budgeted 2020 YE (Reserved For Next Year) balance in the Township Sewer Fund is reduced to \$5.02 M as a result. However, this is more than sufficient to meet the issues of monthly revenue/cost variability and unforeseen operating issues that might arise with the system, and is higher than the 2018 YE balance (\$4.93 M) prior to the rate increase that took effect this year.
4. Solicitor's Report, dated December 5, 2019 was presented by Ross Unruh.
  - a) Ross advised that a conference call was held with the arbitrator on 11/25/2019. The motion to dismiss the contract claim disputes with GEM Mechanical Services, based on the failure of GEM to file their appeal in a timely manner, remains in consideration by the arbitrator. If the claim is not dismissed, the schedule is: i) 12/9/2019 GEM submission with supporting documents; ii) 1/23/2020 the Authority's response with documents; iii) with a decision to be rendered by the arbitrator between 14 – 30 days thereafter. Therefore, final decision from the arbitrator would be no later than 2/23/2020.
  - b) The motion for judgment, pursuant to rule 1066, to obtain quiet title to the piece of property at the

Trinity Drive Pump Station was filed in October and is now in 'pre-trial' judicial office review. Assuming no issues it will then proceed for the signature of the judge.

- c) Progress remains very slow regarding the property parcel intended to be swapped between Aqua and the Sewer Authority at the Downing Avenue Pump Station. The land swap involves the Borough of West Chester as they are the actual owner of the parcel required by the Authority. Email correspondence with legal counsel at Aqua continues.
5. Wastewater Superintendent Report for the month of November was presented by Mike Moffa.
    - a) The treatment plant operated in compliance with the NPDES permit for November. Treated 116.6 million gallons of wastewater. Average of 3.887 mgpd. Pressed for disposal 209 tons of dewatered sludge. Average Total Phosphorous discharge concentration = 0.68 mg/L.
    - b) Minor demolition of old equipment and site clean-up at the Washington Street Pump Station remains to be completed.
    - c) Mike Moffa described the two changes made to complete the Authority budgets for 2020. Shaun Walsh motioned to approve the Authority 2020 budgets for the Sewer Fund, the Bond Construction Fund and the Debt Service Fund, seconded by Tina Smith. Approved 5-0
    - d) Mike requested the Authority to consider approving payment of an outstanding invoice received that day from Veolia Water Technologies, Inc. The invoice is for the remaining balance on the Headworks project grit removal system equipment, including a deduction for the decision of the Authority to forego the performance test. Mike had confirmed with Josh and Finance staff that if the Authority approved payment at the meeting, the invoice could be included in the December process for payment of bills. Ted Murphy advised that the Authority would consider payment of the invoice during the Treasurers report agenda item.
  6. The Treasurers Report dated December 4, 2019 was presented by Walt Wills (See report for details)
    - a) Tina Smith motioned to approve as Requisition #398 from the Bond Construction Fund, Application for Payment No. 4 as submitted by McKenney Construction, LLC, in the amount of \$77,872.50 for work completed through November 20<sup>th</sup>, 2019 for Contract WC-1 (Woodcrest Pump Station Improvements Project - General Construction Contract). Seconded by Walt Wills. Approved 5-0
    - b) Ted Murphy motioned to approve as Requisition #409 from the Bond Construction Fund, payment of \$39,229.25 to Veolia Water Technologies, Inc. for the remaining balance on the equipment purchased for the Headworks project grit removal system (net of the deduction for the Authority waiving the grit performance test). Seconded by Tina Smith. Approved 5-0
    - c) Walt Wills motioned to approve for payment, as listed on the Treasurers Report, Requisitions #399 through #409 from the Bond Construction Fund in the revised total amount of \$133,082.53; Tapping Fee Fund Requisitions #1959 to #1962 in the total amount of \$7,240.28; and Developers Invoices (4) in the total amount of \$3,279.50. Seconded by Shaun Walsh. Approved 5-0.
    - d) The Authority members continued previous discussions on the transfer of funds from the Fulton Bank CRIM Account over to TD Bank Tapping Fee Account. Shaun Walsh motioned to transfer from the Fulton Bank CRIM account the current cash balance, less \$10,000 (approx. \$741,735.99 as of 11/30/2019), to the TD Bank Tapping Fee Account. Seconded by Tina Smith. Approved 5-0
    - e) **ACTION: Mike Moffa by the Feb.2020 Authority meeting** to review the Developer Deposit Accounts for project completion/inactivity and provide recommendations to return deposited funds.
  7. Engineers Report dated December 3, 2019 was presented by Josh Fox (See report for details).
    - a) Ted Murphy motioned to approve the Final Adjusting Change Order for Contract WC-2 (Woodcrest Pump Station Improvements Project – Electrical Contract) with Garden Spot

Electric, Inc., in the amount of \$18,156.86 and a time extension to the Contract of 42 days. Seconded by Tina Smith. Approved 5-0

- b) Shaun Walsh requested that an error on the Contract Price box on the WC-1 Contract Change Order No.1 – Final be corrected from \$78,900 to \$465,154.00. Shaun Walsh motioned to approve the Final Adjusting Change Order for Contract WC-1 (Woodcrest Pump Station Improvements Project – General Contract) with McKenney Construction, LLC, for a time extension to the Contract of 42 days. Seconded by Ted Murphy. Approved 5-0
- c) Tina Smith motioned to approve submission of the request for a PA Small Water & Sewer Program grant in the amount of \$410,896.00 from the PA Commonwealth Financing Authority to be used for pipe lining and air release valve replacement as part of the West Goshen Sewer Authority Interceptor and Force Main Rehabilitation Project. Seconded by Walt Wills. Approved 5-0
- d) Phil Corvo motioned to approve submission of the request for an H2O PA grant in the amount of \$1,428,691.00 from the PA Commonwealth Financing Authority to be used for lining of pipe and manholes as part of the West Goshen Sewer Authority Interceptor and Force Main Rehabilitation Project. Seconded by Shaun Walsh. Approved 5-0

8. Developers Activity Report, dated December 5, 2019 was described by Josh Fox (See report for details).

- a) The Developer at the Woodlands at Greystone had yet to prepare a definitive plan to replace the undersized existing line at Andrews Drive that connects to the new sewer flows from the development. **The action remains open for HRG** to send an email to the Authority and the Solicitor stating the issues and to create a draft letter to send to the Developer reminding them of their obligations per the Agreement with the Authority regarding completion of this work.  
**Action: Josh Fox**

9. Any Other Business

The Board agreed to move the date of the January regular meeting of the Authority to be Thursday, January 9<sup>th</sup>. **Action: Dave Woodward** to coordinate advertising the change of date of the public meeting and to also update the calendar on the Township website.

Shaun Walsh motioned to adjourn the meeting at 8:20 PM, seconded by Tina Smith. Approved 5-0

Respectfully submitted,

Shaun Walsh,  
Secretary