

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
February 5, 2020
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, February 5, 2020 at the West Goshen Township Administration Building. Those present were:

Authority

Theodore Murphy
Tina Smith (By Phone)
Walt Wills
Phil Corvo
Shaun Walsh

UTBF

Ross Unruh
Ryan Jennings

Administration

Mike Moffa

HRG

Josh Fox

1. The regular meeting of the Authority was called to order at 7:05 PM by Chair, Ted Murphy.
2. The Authority meeting minutes for the regular meeting of January 9, 2020 were motioned for approval by Phil Corvo. Seconded by Tina Smith. Approved 5-0.
3. a) Ted Murphy announced that there was no Executive Session held this evening.
b) Ted Murphy reminded the Authority members that the deadline for completing the 2019 PA Ethics Commission form is May 1st, 2020. The completed form should be provided to the Township Manager.
4. Solicitor's Report, dated February 5, 2020 was presented by Ross Unruh.
 - a) Ross advised that the documented response of the WGSA on the contract claims dispute with GEM Mechanical Services was provided to the arbitrator on 1/22/2020 and was shared with the Authority members by email. The decision to be rendered by the arbitrator is expected next week.
 - b) There has been progress 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. Ross advised that Aqua, for internal reasons, did not want to bother acquiring the title to the parcel from WC Borough and then transferring it to the Authority as part of a swap. The proposed way forward is for WC Borough to convey the deed for the part of the parcel directly to the WGSA.
 - c) An email response to the letter sent by the Authority to the attorney of the developer of Woodlands of Greystone was somewhat vague on the design progress being made on the replacement sewer line required by the Agreement. **ACTION:** The Authority requested **Josh** to follow-up directly with their Engineer (Horizon), and potentially Ray Croc, to gain better clarity on the status of the work.
5. Wastewater Superintendent Report for the month of January, 2020 was presented by Mike Moffa.
 - a) The treatment plant operated in compliance with the NPDES permit for January. Treated 137 million gallons of wastewater. Average of 4.423 mgpd. Pressed for disposal 343.5 tons of dewatered sludge. Average Total Phosphorous discharge concentration = 0.68 mg/L. Mike sent a letter to 56 residents upstream of the blocked manhole that caused a sewage spill in December, advising them on what had happened and providing information on proper grease disposal.
 - b) Removal of old equipment at the Washington Street Pump Station has been completed. The oil in

the removed transformer is being tested for PCB's (not expected to be present) prior to its disposal. Repair of landscaping will be performed in the spring by plant staff.

- c) Mike presented a list of seven Developer Deposit Accounts, with a total fund balance of \$17,320.88, that are recommended to have the remaining fund balances returned to the developer. Phil Corvo motioned to approve return of the seven developers deposits in the total amount of \$17,320.88. Seconded by Walt Wills. Approved 5-0
 - d) Mike advised that the semi-annual report to the EPA on TMDL is due March 1st. Ross will follow-up with Steve Miano and ensure a smooth process.
 - e) Mike requested the Authority consider payment of an invoice in the amount of \$300.00, not listed on the February Treasurers Report, for the 3rd party electrical review of the WWTP Phase 2 permit application. Ted Murphy motioned for approval of payment of \$300.00 to Middle Department Inspection Agency. Seconded by Phil Corvo. Approved 5-0
6. The Treasurers Report dated February 5, 2020 was presented by Walt Wills (See report for details)
- a) Phil Corvo motioned to approve as Requisition #417 from the Bond Construction Fund, Application for Final Payment as submitted by McKenney Construction Inc., in the amount of \$70,288.90 for Contract WC-1 (Woodcrest Pump Station Improvements Project - General Construction Contract). Seconded by Walt Wills. Approved 5-0
 - b) Phil Corvo motioned to approve as Requisition #415 from the Bond Construction Fund, Application for Payment No. 2 as submitted by Garden Spot Electric Inc., in the amount of \$40,550.40 for work completed through Dec. 30th, 2019 for Contract WC-2 (Woodcrest Pump Station Improvements Project - Electrical Contract). Seconded by Tina Smith. Approved 5-0
 - c) Phil Corvo motioned to approve as Requisition #416 from the Bond Construction Fund, Application for Final Payment as submitted by Garden Spot Electric Inc., in the amount of \$9,705.60 for Contract WC-2 (Woodcrest Pump Station Improvements Project - Electrical Contract). Seconded by Shaun Walsh. Approved 5-0
 - d) Walt Wills motioned to approve for payment, as listed on the Treasurers Report, Requisitions #418 through #425 from the Bond Construction Fund in the total amount of \$30,902.68; Tapping Fee Fund Requisitions #1969 to #1972 in the total amount of \$17,978.95; and Developers Invoices (2) in the total amount of \$1,555.50. Seconded by Shaun Walsh. Approved 5-0.
 - e) Shaun Walsh enquired about the difference between the balance shown on the TD Bank – Developer Escrow account on Page 1 of the Treasurer's report and the total shown on the separate list of Developer Deposit Accounts. **ACTION: Walt Wills** to review and resolve with Christine Riffey.
 - f) The Authority discussed the legal fees incurred this month from UTBF and HASPS related to the unsolicited email from J. Hall. It was agreed that since email correspondence ensued with Mike and Josh it was reasonable to be charged. However, the preferred approach is for any unsolicited communication received by counsel to simply be passed to the Authority Chair to determine if any consideration of the content is warranted. **ACTION: Authority** to discuss with Ross at the March regular meeting.
 - g) Shaun Walsh requested that a date be set in Q1 2020 to reconvene the Joint Committee between the WGSa and the WGT Board of Supervisors. Josh advised that improved cost estimates from bids received for i) the Priority A Interceptor Rehabilitation Project and ii) Trinity Drive Pump Station Improvement Project would be available by the third week in March. **ACTION: Ted Murphy** to schedule the next Joint Committee meeting with Township staff and Supervisor reps for the week of March 23rd.
7. Engineers Report dated January 31, 2020 was presented by Josh Fox from HRG (See report for details).
- a) Josh described the outcome from the meeting to review the claim by Eastern Environmental Contactors, Inc. (General Contractor – Anaerobic Digester Project) for reimbursement of

additional sludge disposal costs incurred on Contract 17-3. The recommendation by HRG is to include an amount of \$21,725.00 for additional sludge disposal costs in the final Change Order #5 for the project. Josh described that exact reconciliation of the extra cost incurred was not feasible and that the recommended amount did not include any mark-up or profit for Eastern Environmental on the disposal cost. It is believed the recommended amount is acceptable to Eastern Environmental. Shaun Walsh motioned to authorize HRG to proceed with including in final Change Order #5 for Contract 17-3 the amount of \$21,725.00 for additional sludge disposal costs. Seconded by Tina Smith. Approved 5-0

- b) Shaun Walsh motioned to authorize HRG to proceed with advertising the Priority A Interceptor Rehabilitation Project for public bids upon approval of bidding documents by Township staff. Seconded by Walt Wills. Approved 5-0
 - c) Josh described progress on the design for the Trinity Drive Pump Station Improvement Project. The majority of the work will be force main repairs with rehabilitation of the pump station itself being about 33% of the estimated cost. Shaun Walsh motioned to authorize HRG to proceed with advertising the Trinity Drive Pump Station Improvement Project for public bids upon approval of bidding documents by Township staff. Seconded by Phil Corvo. Approved 5-0
 - d) The Authority discussed HRG construction services for the WWTP Phase 2 Improvement Project. Questions were asked and answered by Josh regarding the duration, flexibility and cost of the RPR service. Shaun Walsh motioned to confirm HRG assignment for Construction Phase Services for the WWTP Phase 2 Improvement Project for a Time and Material estimate of \$385,000.00. Seconded by Phil Corvo. Approved 5-0
 - e) Shaun Walsh motioned to confirm HRG assignment for Bid and Construction Phase Services for the Priority A Interceptor Rehabilitation Project for a Time and Material estimate of \$98,700.00. Seconded by Phil Corvo. Approved 5-0
 - f) Ted Murphy motioned to authorize HRG to complete the Annual Consulting Engineer's Report. Seconded by Phil Corvo. Approved 5-0
8. Developers Activity Report, dated January 31, 2020 was described by Josh Fox (See report).
9. Shaun Walsh described the requirement to perform an annual review of the WGSa Investment Policy. **ACTION:** All **Authority** members to provide suggested edits to Shaun prior to the end of February, so they can be incorporated in a revised document for review and possible approval at the March meeting.
- a) The Authority discussed the status of the transfer of funds from the Fulton Bank CRIM account into the TD Bank Tapping Fee account and how the transfer would be completed in April after the final CD in the CRIM account has matured. The Authority agreed that the expected February transfer of \$1.48 million from the Township should be into the Tapping Fee account. It was also agreed that a separate tracking of project expenditures against this Township provided funding would be maintained going forward. This would be done to provide transparency to the Township and the public that this money was being used for the critical Interceptor Rehabilitation work that was the basis for the Authority's request for additional funding. **ACTION:** Shaun Walsh motioned for **Walt Wills** to discuss with TD Bank a preferred investment approach for the Tapping Fee balance anticipated for April, consistent with the Authority's Investment Policy. Seconded by Ted Murphy. Approved 5-0
 - b) Ted Murphy and Walt Wills described their progress to establish a Bond Construction Fund sub-account for West Whiteland for deposit of their upfront payments under the inter-municipality agreement. This should be completed in the next two weeks.
10. The Authority members discussed some concerns with the language in the audit engagement letter from Barbacane Thornton & Co. Walt Wills suggested that having a new person perform the audit

would be a good practice, given that the proposed auditor by BT&Co had been doing the audits for several years. **ACTION: Walt Wills** to collect final input from **Authority** members and provide a unified response to BT&Co.

11. Ted Murphy described a recent contact from Keystone Power Holdings, a solar system provider. The Authority discussed the potential opportunity for on-site solar generation at the WWTP using a Purchase Power Agreement (PPA) from a system supplier. Shaun Walsh described the initiative currently underway through the West Chester Area Council of Governments to study pathways to a renewable energy future, including municipal facilities procuring renewable energy under a PPA for their aggregated demand. It was agreed that Shaun Walsh would contact Keystone Power to better understand if they had a unique offering for systems in the Chester County area and whether to recommend a presentation to the Authority at the March meeting. **ACTION: Shaun Walsh** to follow-up with Keystone and advise the other Authority members.

12. Any Other Business

None.

Phil Corvo motioned to adjourn the meeting at 9:45 PM, seconded by Walt Wills. Approved 5-0

Respectfully submitted,

Shaun Walsh,
Secretary