

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
March 4, 2020
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, March 4, 2020 at the West Goshen Township Administration Building. Those present were:

Authority

Theodore Murphy
Tina Smith
Walt Wills
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 7:10 PM by Chair, Ted Murphy.
2. The Authority meeting minutes for the regular meeting of February 5, 2020 were motioned for approval by Tina Smith. Seconded by Phil Corvo. 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 for March 4, 2020 was presented by Ross Unruh.
 - a) Ross discussed the outcome of the Arbitration. He believes the splitting of findings between the parties by the arbitrator, with each party paying their own legal fees, is very typical. The Authority members discussed the original basis for deciding to proceed to arbitration, the legal costs incurred, and the Authority principle and reputation of defending our Engineers position on contract disputes. All members agreed this had been the correct course of action.
 - b) There has been progress regarding the property parcel intended to be acquired by the Authority at the Downing Avenue Pump Station, which is owned by the Borough of West Chester. Ross has spoken with Manito Title and the Borough solicitor. The proposed way forward is for the Borough to convey the deed for the required part of the parcel directly to the WGSA and for Manito Title to provide title insurance for the property. Shaun Walsh motioned to authorize UTBF to proceed with acquiring title for the land from the Borough of West Chester and to obtain title insurance, for a sum not to exceed \$1000.00 in conveyance fees. Seconded by Ted Murphy. Approved 5-0
 - c) Ross advised that the semi-annual status report to the EPA, as part of the requirements of the TMDL Settlement Agreement, had been submitted by the March 1st deadline. The parties Joint Status Report to the District Court Judge is due by April 1st.
 - d) The Authority discussed with Ross the Action from the February meeting on the process to use if UTBF receives unsolicited communications from third parties. Ross advised he understood the desired process.
5. Wastewater Superintendent Report for the month of February, 2020 was presented by Mike Moffa.
 - a) The treatment plant operated in compliance with the NPDES permit for February. Treated 137.17 million gallons of wastewater. Average of 4.7 mgpd. Pressed for disposal 260.9 tons of dewatered sludge.

Average Total Phosphorous discharge concentration = 0.57 mg/L.

- b) Mike described the planned capital budget purchase of a new effluent flow meter. The existing flow meter at approx. 15-years age is beyond normal service life, and the future availability of spare parts is questionable. Shaun Walsh motioned to approve purchase of a Toshiba Electromagnetic Flow Meter from North East Technical Sales, Inc. at the COSTARS quoted price of \$21,775.70. Seconded by Tina Smith. Approved 5-0
 - c) Mike advised that there were 3 new proposed developments in West Goshen that have provided Cash Escrow Agreements for signature.
 - i. Springer Corporate Center
 - ii. 600 Greenhill Road
 - iii. Goshen Walk
 - d) Removal of old equipment at the Washington Street Pump Station has been completed. The oil in the removed transformer was tested for PCB's prior to its disposal and non were detected. Repair of landscaping will be performed in the spring by plant staff.
6. The Treasurers Report dated March 4, 2020 was presented by Walt Wills (See report for details)
- a) Phil Corvo motioned to proceed with procurement of a new grinder for the Trinity Pump Station Project at the COSTARS quoted price of \$38,995.00. Seconded by Walt Wills. Approved 5-0
 - b) Walt Wills motioned to approve for payment, as listed on the Treasurers Report, Requisitions #428 through #434 from the Bond Construction Fund in the total amount of \$53,622.61; Tapping Fee Fund Requisitions #1973 to #1975 in the total amount of \$13,035.93; and Developers Invoices (2) in the total amount of \$15,094.56. Seconded by Tina Smith. Approved 5-0.
 - c) Walt Wills motioned to confirm the prior email approval by the Authority of payment of Bond Construction Fund Requisition #426 to GEM Mechanical Services, Inc. in the amount of \$4,651.24 for the arbitration award that was paid February 13th, 2020. Seconded by Shaun Walsh. Approved 5-0.
 - d) The Authority members noted that Bond Construction Fund Requisition #427 was previously approved at the February, 2020 regular meeting in the amount of \$300.
 - e) The Authority discussed the projected cash flows and balances in the Tapping Fee account through 2020. It was concluded that \$5.5 million of the existing balance was available for investment in short-term CD's if the interest rate exceeded that being currently obtained on the account. Shaun Walsh motioned for the Treasurer to proceed with investment of \$5.5 million of Tapping Fee funds in collateralized 3-month CD's if interest rates were so favorable. Seconded by Tina Smith. Approved 5-0.
 - f) Walt explained that 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 was due to accumulated interest on the escrow balances. This interest is for Authority use as needed.
 - g) Walt advised that the planned separate tracking for the Priority A Interceptor Lines Rehabilitation Project costs would commence in the Treasurers Report for April.
 - h) Ted Murphy advised that a date had still to be arranged to reconvene the Joint Committee between the WGSa and the WGT Board of Supervisors. Josh confirmed that an improved cost estimate from bids received for the Priority A Interceptor Rehabilitation Project would be available by the third week in March, but not for the Trinity Drive Pump Station Project. **ACTION: Ted Murphy** to schedule the next Joint Committee meeting with Township staff and Supervisor reps for the week of March 23rd if possible.

7. Engineers Report dated March 2, 2020 was presented by Josh Fox from HRG (See report for details).
 - a) Josh Fox advised that he had received today (March 4th) design information from the developer of Woodlands of Greystone on the replacement sewer line required by the Agreement. He would review and report the status to the Authority at the next meeting.

8. Developers Activity Report, dated February 28, 2020 was described by Josh Fox (See report).
 - a) Further information is awaited from Carroll Engineering and the Township on the proposed reduction in financial security for the Woodlands at Greystone.

9. The Authority members reviewed each of the language changes made to the annual audit engagement letter from Barbacane Thornton & Co. Tina Smith requested that use of the word “you” throughout the engagement letter be changed to the intended party of “West Goshen Sewer Authority”. Ted Murphy motioned to approve signing the revised Barbacane Thornton & Co. engagement letter dated February, 28th, 2020, subject to the change of referring to the West Goshen Sewer Authority instead of “you”. Seconded by Tina Smith. Approved 5-0. **ACTION:** Walt Wills to progress with Steve Kutsuflakis at BT&Co.

10. Any Other Business
 - a) Shaun Walsh reviewed the proposed language changes to be incorporated in a revised WGSa Investment Policy. An annual review of the Investment Policy was a requirement stated in the policy. The Authority agreed that a biennial review was sufficient and added that change to the revised policy. Shaun Walsh motioned to approve the WGSa Investment Policy revision dated March 4th, 2020. Seconded by Walt Wills. Approved 5-0.

Shaun Walsh motioned to adjourn the meeting at 8:50 PM, seconded by Walt Wills. Approved 5-0

Respectfully submitted,

Shaun Walsh,
Secretary