

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
June 9, 2020
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Tuesday, June 9, 2020 as a Video/Teleconference due to the Emergency Declaration and Order of the PA Governor to “stay at home” that prevented an in-person Public Meeting. Those participating in the conference call were:

Authority

Theodore Murphy
Tina Smith
Walt Wills
Shaun Walsh

UTBF

Ross Unruh

Administration

Casey Lalonde
Dave Woodward
Mike Moffa

HRG

Josh Fox

1. The regular meeting of the Authority was called to order at 7:01 PM by Chair, Ted Murphy.
2. Ted Murphy performed a roll call of the Sewer Authority; Township staff; professional services participants and members of the public.
3. The Authority meeting minutes for the regular meeting of May 6, 2020 were motioned for approval by Tina Smith. Seconded by Walt Wills. Approved 4-0.
4. Ted Murphy announced:
 - a) Procedures for the video/teleconference were included in the agenda posted to the Township website. Meetings via video/teleconference are permitted in the event that an official emergency declaration prevents an in-person public meeting.
 - b) There was no Executive Session held this evening.
 - c) A joint committee meeting with representatives from the Sewer Authority and Township Board of Supervisors was held on May 13, 2020. The committee reviews the overall capital investment program and future project requirements. No decisions are made.
 - c) The next regular meeting of the Authority is scheduled for July 1, 2020 at 7:00 pm. Confirmation of the date and the type of meeting to be held were discussed during agenda item #11.Shaun Walsh announced that Sewer Fee collections through May 31st were 90.4% for 1Q 2020, comparable with 1Q 2019 despite the late billing and general economic stress being experienced at present. The 2Q 2020 Sewer Fee billing would occur at the beginning of July as usual. Walt Wills announced that the Money Market and CRIM accounts had been closed as planned, leaving only the Bond Construction Fund and Debt Service Fund at Fulton Bank. There were no other announcements.
5. Solicitor’s Report dated June 3, 2020 was presented by Ross Unruh.
 - a) Ross advised that the property parcel at the Downing Avenue Pump Station, which was owned by the Borough of West Chester, has now been conveyed to the Authority. The deed for the parcel was recorded on 6/9/2020 with WGSA as the new owner. Ross completed the HUD settlement transaction with Manito Title for a total cost to the Authority of \$663.75. Ted Murphy enquired whether there was a need for a property easement agreement with Aqua for them to be able to access their property. Dave Woodward advised of the current

arrangement were both Aqua and the Township use a process of notification/provide permission to open a security gate and allow vehicle access across the properties. Tina Smith asked whether a cross-parcel legal access agreement should be pursued between the WGSa and Aqua. Given the longstanding practice of mutual cooperation, minimal risk from simply driving across the property and no public safety issue, the Authority members decided that a formal agreement/property easement was unnecessary.

- b) Ross advised that Carroll Engineering is reviewing the legal descriptions for the sanitary sewer right of ways at the Woodlands at Greystone development for conveyance to the Township.
 - c) Ross advised that the bid from MJF Electrical Contracting, Inc. for Contract No. TD-2 Electrical Construction – Trinity Drive Pump Station Improvement Project did not include references as required by the bid instructions. His opinion is that this was not a material defect for their bid and noted that the references have since been supplied.
6. Wastewater Superintendent Report for the month of May, 2020 was presented by Mike Moffa.
- a) The treatment plant operated in compliance with the NPDES permit for May. Treated 153 million gallons of wastewater. Average of 4.94 mgpd. Pressed for disposal 269 tons of dewatered sludge. Average Total Phosphorous discharge concentration = 0.68 mg/L. The Wastewater staff continue to follow proper PPE, hygiene, and social distancing guidelines and reverted to normal staffing as of June 1, 2020.
7. The Treasurers Report dated June 3, 2020 was presented by Walt Wills (See report for details)
- a) Josh Fox, HRG, presented agenda item 7b & 7c for the Authority's consideration and possible approval.
 - b) Shaun Walsh motioned to approve as Requisition #457 from the Bond Construction Fund, Application for Payment No. 3 as submitted by Blooming Glen Contractors in the amount of \$46,890.00 for Contract 19-1 (WWTP Phase II Improvements General Construction Contract). Seconded by Walt Wills. Approved 4-0.
 - c) Tina Smith motioned to approve as Requisition #458 from the Bond Construction Fund, Application for Payment No. 4 as submitted by Blooming Glen Contractors in the amount of \$174,355.43 for Contract 19-1 (WWTP Phase II Improvements General Construction Contract). Seconded by Ted Murphy. Approved 4-0.
 - d) Tina Smith motioned to approve for payment, as listed on the Treasurers Report, Requisitions #459 through #466 from the Bond Construction Fund in the total amount of \$45,340.45 and Tapping Fee Fund Requisitions #1989 to #1994 in the total amount of \$21,009.60. and Developer's invoices (3) in the total amount of \$2,940.90. Seconded by Shaun Walsh Approved 4-0.

Casey Lalonde advised the Authority that Barbacane, Thornton & Co. continue to work on the 2019 annual audit of the Sewer Authority. The normal deadline for filing the report to DCED is March 31st, but given the COVID-19 health crisis, there is no penalty for a late filing this year.

8. Engineers Report dated May 29, 2020 was presented by Josh Fox from HRG (See report for details).
- a) Shaun Walsh motioned to Authorize HRG to issue the Notice of Intent to Award Contract TD-1 General Construction to PSI Pumping Solutions, Inc. in the amount of \$567,650.00 and subject to solicitor review and approval of the agreements, bonds and insurances, to issue the Notice of Award and Notice to Proceed to PSI Pumping Solutions, Inc. Seconded by Tina

Smith. Approved 4-0.

- b) Ted Murphy motioned to Authorize HRG to issue the Notice of Intent to Award Contract TD-2 Electrical Construction to MJF Electrical Contracting, Inc. in the amount of \$63,520.00 and subject to solicitor review and approval of the agreements, bonds and insurances, to issue the Notice of Award and Notice to Proceed to MJF Electrical, Inc. Seconded by Tina Smith. Approved 4-0.

Shaun Walsh requested that Josh update the Bond Drawdown spreadsheet to breakout the individual cost phasing associated with each of the three Pump Stations (PS2, PS10, PS13) in the Pump Station Phase II Improvement Project. **ACTION: Josh Fox**

9. Developers Activity Report, dated May 29, 2020 was provided by Josh Fox. There was no activity to report in May.
10. The Authority continued the discussion begun at the May meeting on the possibility of a Federal infrastructure stimulus bill as a source of grants to fund the on-going project needs of the West Goshen sewer system and treatment plant. Since the May meeting, Josh Fox/HRG have developed the scope and estimated design costs to get to 'shovel ready' for a) the Cemetery Sewer & ARV Replacement Project; b) the Priority B Interceptor Rehabilitation Project and c) the further 5 planned Pump Station Improvement Projects (PS1, PS3, PS6, PS12, PS16) that have been identified in the 10-year capital investment spreadsheet. Josh reviewed each of the Confirmation of Assignment documents for the three projects. Josh confirmed that project management costs for the design/bid phase is included in the pricing provided and that our partner municipalities will have some cost proportioned to them for these projects (varies by project) although the predominant cost will be on the Authority. Josh also advised on the various permits required and the fact that with one minor exception none of the required permit applications/approvals would be void if the work was unable to move forward in the near-term. The Authority members deliberated the merits of proceeding with design work at this time given diminishing prospects for Federal stimulus funding being available later this year. The conclusions reached were:
 - a) Concerns over the poor condition of the piping identified for CIPP in the Cemetery Sewer & ARV Replacement Project had already made this a priority project for 2021. Bringing forward the design work by approx. 6 months was viewed by the Authority members as a prudent approach, particularly as lower than expected construction bids for a couple of the current capital projects provides potential headroom in the Authority capital budget to commence construction work earlier than currently scheduled for this project.
 - b) The Authority had previously debated the timing of the Priority B Interceptor Rehabilitation Project and with a 5 to 7 year remaining life estimate for the piping had concluded that the project was best planned for 2023/2024 in the 10-year investment plan. Tina Smith asked Josh about the accuracy of the RedZone pipeline condition results and whether the risk of failure warranted an earlier commencement of the project. Josh explained the EPA evaluation process used with the data and that a remaining life of 5 to 7 years was appropriate. Therefore, given that i) the risk of sewer line failures and hence the need for emergency repairs is low; ii) work for this project would not have commenced for 30 to 36 months; iii) it is the highest design/project cost of the three, and iv) it would require the most buy-in from the partner municipalities, the consensus of the Authority members was that design work should not be pursued at this time.
 - c) The Pump Station Phase III Improvement Project is a complicated set of individual projects across 5 different pump stations with the work currently phased over the entire

10-year investment period (2021 -2030). The projects include work addressing several legacy safety concerns. The Authority members again thought it would be prudent to proceed with (in this case) just the preliminary design work by HRG. Although the likelihood of any acceleration of the projects due to federal grant funding was low, doing the preliminary design now would improve the accuracy of the cost estimates for the projects and identify/resolve potential scope issues and risks prior to detailed design. Ted Murphy motioned to authorize the Confirmation of Assignments for HRG professional engineering services for i) Cemetery Sewer & ARV Replacement Project Design & Bid Phase services in the total amount of \$37,300.00; and ii) Pump Station Phase III Improvement Projects Preliminary Design Phase services in the amount of \$89,950.00. Seconded by Tina Smith. Approved 4-0

11. Any Other Business:

All participants confirmed their availability for the next regular scheduled meeting of the Authority on Wednesday July 1st, 2020 at 7:00 pm. The potential of meeting in-person at the Township building and live streaming the session to the public using the Township YouTube channel was discussed. Given the success of using the GoToMeeting video conference approach for the last few months, and concerns about the quality of the YouTube channel audio, the Authority members preferred to continue with GoToMeeting as the format for the July meeting. The possibility of an in-person public meeting for August will be considered at the July meeting.

Shaun Walsh motioned to adjourn the meeting at 9:09 PM, seconded by Tina Smith. Approved 4-0

Respectfully submitted,

Shaun Walsh,
Secretary