

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
July 1, 2020
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, July 1, 2020 as a Video/Teleconference due to the COVID-19 Emergency Declaration that prevented an in-person Public Meeting. Those participating in the conference call were:

Authority

Theodore Murphy
Tina Smith
Walt Wills
Shaun Walsh
Phil Corvo

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 June 9, 2020 were motioned for approval by Tina Smith. Seconded by Phil Corvo. Approved 5-0.
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) The next regular meeting of the Authority is scheduled for August 5, 2020 at 7:00 pm. Confirmation of the type of meeting to be held was discussed during agenda item #10.

Tina Smith announced that she will be attending a PSATS virtual learning class on environmental regulations affecting municipal authorities. The meeting is being rescheduled from the original date.

Tina Smith described a recent local news article where efforts were being made to test wastewater raw influent for the COVID-19 virus at Kendal Crosslands in Kennett Square. The Authority discussed the feasibility, costs and possible merits of testing for COVID-19 in a larger, multi-municipal system like that provided by the West Goshen Sewer Authority. It was agreed that no action should be taken at this time.

There were no other announcements.

5. Solicitor's Report dated July 1, 2020 was presented by Ross Unruh.
 - a) Ross advised that Carroll Engineering continues to review metes and bounds legal descriptions for the sanitary sewer right of ways at the Woodlands at Greystone development for conveyance to the Township.
 - b) Ross advised that the contract submissions from PSI Pumping Solutions for Contract TD-1 General Construction and from MJF Electrical Contracting, Inc. for Contract No. TD-2

Electrical Construction – Trinity Drive Pump Station Improvement Project were acceptable. Minor issues with the Contract TD-2 submission had been resolved with MJF Electrical Contracting.

6. Wastewater Superintendent Report for the month of June, 2020 was presented by Mike Moffa.
 - a) The treatment plant operated in compliance with the NPDES permit for June. Treated 131.9 million gallons of wastewater. Average of 4.396 mgpd. Pressed for disposal 320.3 tons of dewatered sludge. Average Total Phosphorous discharge concentration = 0.60 mg/L.
 - b) Mike made a recommendation for the Authority to approve an emergency replacement of the Automatic Transfer Switch (ATS) at the Taylor Run Pump Station. The existing switch has failed and replacement parts are not available. The pump station is therefore operating with the risk of a sewage spill in the event of normal power loss if the alarm cannot be responded to in time. The COSTARS price is \$10,356.00 for the switch. To date, Mike has received one quote of \$14,500.00 for installation. Mike will pursue obtaining two additional quotes. The new ATS is included as part of the scope for the Taylor Run Generator Replacement Project scheduled for 2020. Tina Smith motioned to approve the purchase and installation of a new ATS for Taylor Run Pump Station at a Not To Exceed price of \$24,856.00. Seconded by Phil Corvo. Approved 5-0.
 - c) Mike made a recommendation for the Authority to approve replacement of the soft starters for the pumps at Ellis Lane Pump Station. The existing soft starters are undersized and have caused emergency situations to arise over the last few years. Mike has received a quote from Garden Spot Electric, Inc. for the work. This project was included in the recent 10-year capital plan projection for 2020, but had not been proposed in the WGSA capital budget developed in Q4 2019 for 2020. Ted Murphy motioned to approve the supply and installation of new soft starters by Garden State Electric, in the amount of \$10,204.00. Seconded by Tina Smith. Approved 5-0.
7. The Treasurers Report dated July 1, 2020 was presented by Walt Wills (See report for details)
 - a) Walt Wills motioned to approve for payment, as listed on the Treasurers Report, Requisitions #467 through #472 from the Bond Construction Fund in the total amount of \$51,152.27 and Tapping Fee Fund Requisitions #1995 to #2001 in the total amount of \$22,909.25 and Developer's invoices (3) in the total amount of \$2,806.40. Seconded by Shaun Walsh Approved 5-0.

Resident Dr. Doug White enquired about the on-going cost of legal counsel from HASP&S for TMDL litigation matters. Ted Murphy explained the support is needed for semi-annual status reports to the EPA and Delaware River Keepers Network, and Joint Status Reports to the DOJ as required by the Second Interim Settlement Agreement issued Nov. 2, 2018. The Authority members agreed that the Second Interim Settlement Agreement, and the summary of the Milestones that must be achieved, should be posted on the Authority's section of the Township website. **ACTION: Shaun Walsh with Casey Lalonde**
The Authority reviewed the summary of the deadlines to be met. As follows:

WEST GOSHEN SEWER AUTHORITY v. EPA

DEADLINES PER SECOND INTERIM SETTLEMENT AGREEMENT & COURT ORDER OF NOVEMBER 2, 2018

<u>DATE:</u>	<u>EVENT:</u>
3/1	WGSA shall provide EPA and DRN with semi-annual reports documenting improvements and actions toward effluent discharge levels <i>Recurring: due every year on 3/1</i>
3/1/2019	Deadline for DEP to issue WQM Part II Permit without triggering extension of subsequent deadlines
4/1	Joint Status Report due to Court <i>Recurring: due every year on 4/1</i>
9/1	WGSA shall provide EPA and DRN with semi-annual report documenting improvements and actions toward effluent discharge levels <i>Recurring: due every year on 9/1</i>
10/1	Joint Status Report due to Court <i>Recurring: due every year on 10/1</i>
6/1/2021	Deadline for WGSA to install CoMag System
12/1/2022	Beginning 12/1/22, WGSA shall ensure that the effluent discharge level for total phosphorus does not exceed 0.1 mg/l (Monthly Average)
12/1/2024	No later than 12/1/2024, WGSA will commence a review of the monitoring data and prepare a written assessment of whether the monitoring data shows that WGSA can consistently achieve a concentration level lower than 0.1 mg/l without making any further plant upgrades
2/1/2025	Deadline for WGSA to submit assessment to EPA and DRN

8. Engineers Report dated June 26, 2020 was presented by Josh Fox from HRG (See report for details). Josh explained some of the geotech difficulties encountered on the WWTP Ph. 2 Improvements Project by the General Contractor when excavating for the COMAG reaction tanks and clarifiers. Josh estimated the GC is approximately 3 weeks behind the schedule developed in April, generally due to COVID-19 related delays.

Shaun Walsh requested that Josh update the Bond Drawdown spreadsheet to exclude from the line Existing Capital Reserve the balance held in the TD Bank Developer Account, as this is not available for use in the CIP. **ACTION: Josh Fox**

9. Developers Activity Report, dated June 26, 2020 was provided by Josh Fox. Josh explained that there is inconsistent and missing information regarding sewer ownership, sewer easements and connectivity of a Jerrehian 3-Lot subdivision on Pottstown Pike that connects into the low pressure sewer main located on the Greystone Elementary School property. HRG are planning to complete the calculations on the main capacity and to verify the connectivity. Josh expects that answers will be available by the August meeting of the Authority.
10. Any Other Business:
 - a) Josh presented the HRG Confirmation of Assignment document for the Trinity Drive Pump Station Improvements Project – Construction Phase. Tina Smith asked questions about the project management and resident project representative arrangement and associated costs. Ted Murphy motioned to approve the Confirmation of Assignment to HRG in the amount of

\$85,200.00. Seconded by Tina Smith. Approved 5-0.

- b) Walt Wills described the recent 2019 audit documents received by email from Barbacane, Thornton & Co. The Authority members discussed the clean audit opinion and content of the audit Summary Financial Statement and Basic Financial Statements & Supplementary Information documents. For the latter document, Tina Smith requested clarification from the auditor on:
- i) P.16 - Custodial Credit Risk for the Bond Construction Fund Balances invested in money market funds managed by Goldman Sachs. What is the credit risk for municipal deposits held in this type of account? Isn't collateral provided by the fund manager to secure the deposit?
 - ii) P.17 - The audit statement that the Authority does not have an investment policy is inconsistent with the Authority's creation of an investment policy in 2019.
 - iii) P.20 – How are the Construction In Progress project costs treated in the net financial position statement? Are they included as assets even though they are not yet placed into service?

ACTION: Walt Wills to obtain answers from Steve Kutsuflakis at BT&Co.

Walt advised of the need to publish the Summary Financial Statement within 10-days. The Authority discussed with Casey proceeding with publication in the Daily Local News as long as no changes were necessary due to iii) above. Casey would work with Walt & BT&Co. to resolve the concern. Ted Murphy motioned to approve the Summary Financial Statement for publication by July 6th, as long as no changes were required. Seconded by Walt Wills. Approved 5-0.

- c) Shaun Walsh suggested that the next meeting of the Joint Committee of the WGSa and representatives from the Township Board of Supervisors be scheduled for late July as had been proposed at the last JC meeting. Walt Wills confirmed that the 10-year strategic modeling work on projected Authority revenues and expected capital project costs would be completed with Township Finance staff by late July. A tentative date of Wednesday, July, 29th at 2 pm was agreed. **ACTION: Shaun Walsh** to confirm the date with Robin Stuntebeck and schedule the meeting with Casey.
- d) All participants confirmed their availability for the next regular scheduled meeting of the Authority on Wednesday August 5th, 2020 at 7:00 pm. The Authority members preferred to continue with GoToMeeting as the format for the August meeting. Shaun Walsh suggested the Authority should plan on a project review meeting at the WWTP to see progress on the WWTP Phase 2 Improvement Project and other work. The Authority members agreed that late August/early September timing would be appropriate and to agree a specific date at the August meeting.

Shaun Walsh motioned to adjourn the meeting at 8:42 PM, seconded by Walt Wills. Approved 5-0

Respectfully submitted,

Shaun Walsh,
Secretary