

WEST GOSHEN SEWER AUTHORITY  
REGULAR MEETING  
December 7, 2016

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, December 7, 2016 at the West Goshen Township Administration Building. Those present were:

Authority

Dan Tierney  
Phil Corvo  
Theodore Murphy  
Shaun Walsh  
Tinamarie Smith

Administration

Casey Lalonde  
Dave Woodward  
Mike Moffa

Unruh, Turner  
Ross Unruh

HRG

Josh Fox

The regular meeting of the Authority was called to order at 6:37 P.M. by Ted Murphy.

Phil Corvo motioned to approve the November 2, 2016 meeting minutes, seconded by Tina Smith. Approved 5-0

Phil Corvo motioned to approve the November 15, 2016 meeting minutes, seconded by Shaun Walsh. Approved 5-0

Authority Chair and Member announcements:

Possible New Meeting Day and Time – Ted Murphy motioned to keep the meeting day and time the same, seconded by Dan Tierney. Approved 5-0

On January 3, 2017, West Goshen Township Supervisors will appoint Authority Members at their Reorganizational Meeting.

<u>Name</u>	<u>Initial Appointment</u>	<u>Approved</u>	<u>Term Expiration</u>
Theodore Murphy, Esq.	11/11/15	11/15	1/2019
Shaun Walsh	06/29/16	06/29/16	1/2018
Tinamarie Smith	09/14/16	09/14/16	1/2020
Philip Corvo	06/13/12	06/12	1/2017
Dan Tierney	04/08/15	04/15	1/2017

Dan Tierney motioned to approve the Royal Bank of Canada to provide funding for the Capital Improvements Program, seconded by Phil Corvo. Approved 5-0

Dan Tierney motioned to approve Rhoads & Sinon, LLP. as the Bond Council for the Capital Improvements Program, seconded by Ted Murphy. Approved 3-2

Treasurers Report (See Attached) was presented by Dan Tierney. Dan Tierney motioned for the approval of requisitions/bills to be paid, seconded by Tina Smith. Approved 5-0

Dan Tierney motioned to write off Developers accounts for the Village of Shannon and Guinta Enterprises, seconded by Ted Murphy. Approved 5-0

Solicitors Report was presented by Ross Unruh.

Dan Tierney motioned that Laurel Ridge be given back their letter of credit, seconded by Shaun Walsh. Approved 5-0

Ted Murphy motioned to approve a meeting with West Chester Borough, Ross Unruh and Josh Fox to discuss the TMDL lawsuit, seconded by Dan Tierney. Approved 5-0

Josh Fox gave the Engineers report dated December 2, 2016: (See report for details)

The following summarizes our recent activities performed on behalf of the West Goshen Sewer Authority (WGSa) and West Goshen Township (Township) from October 29 through December 2, 2016:

**Projects in Construction**

**Structural Repairs to Primary Clarifier No. 3 (004194.0438):**

\$6,500 of the Contract Price is being retained until two shrinkage cracks are pressure grouted. We anticipate having all closeout documents and the final payment application for the Authority's review and approval at the January meeting.

**Contract 16-1: 2016 Sanitary Sewer System Repair Project (007608.0425):**

Work continues for Contract 16-1. All work related to Milestone No. 1 has been completed. Manhole rehabilitation is expected to be completed by December 7 and the frame and cover replacement is expected to be completed by December 9, 2016. Following receipt and acceptance of final testing of the manholes and CIPP lining, and correction of work identified in Defective Work Notice No. 2, the Contract will be substantially completed.

We are recommending that the Authority approve Application for Payment No. 2, as submitted by National Water Main Cleaning Company in an amount of \$74,693.93 for work completed.

**Contract 16-2: WWTP Emergency Generator Replacement (004194.0437):**

Work continues for Contract 16-2. Work items completed or in progress to date include the installation of the underground electrical conduit ductbank leading from the Sludge and Blower Building to the new generators, the concrete foundation slab for the new generators, and initial rough-in installations of electrical conduit and wiring for the new generator and related equipment inside the Sludge and Blower Building. The new temporary power docking station has also been delivered to the site and has been roughed in. The new generators remain scheduled for delivery in late December. The overall project is on schedule.

Construction RFIs and related minor construction modifications of note relating to the following have been managed and addressed satisfactorily between the Township Staff, Contractor, and HRG:

1. Relocation of the docking station pad and the pullbox at the building.
2. Confirmation of adequate clearances between new equipment and the existing transformer per PECO requirements.
3. Confirmation of the generator concrete slab thickness.
4. Modifications to generator platform concrete supports.
5. Modification to the sequence of construction relating to when the existing underground generator fuel tank will be removed (i.e. later into the project).
6. Clarification with respect to how temporary electrical breakers control each equipment item.





**ENGINEER'S REPORT**  
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The Contractor, Authority and HRG are currently finalizing some modifications to the Sludge and Blower Building to accommodate a motorized rollup door and are considering potential additional maintenance to the existing incoming power switchgear prior to its temporary shutdown.

HRG recommends that the Authority approve Application for Payment No. 1, as submitted by F.W. Houser, Inc., in an amount of \$75,481.20 for work completed.

**Other Projects/Tasks**

**WWTP Grit Removal System Replacement and Headworks Improvements (004194.0434):**

Work continues on the final design of the Grit Removal System and Headworks Improvements to include final coordination of structural design, mechanical design, and electrical and control designs. We are also working to get updated purchase agreements for the equipment that is anticipated to be purchased through COSTARS. Once completed, these purchase agreements will be included in the Project Manual and provided to the Authority's Solicitor for review.

We are still on schedule for advertising the Project for public bids following the Authority's January 2017 meeting.

**By-Pass Pump Station Connections**

Topographic survey is scheduled to begin at Pump Station 10 on December 5 and geotechnical work is scheduled to be completed at Pump Station 10 on December 16.

**Tapping Fee Study**

As previously reported, HRG has reviewed the Authority's 2010 Tapping Fee Analysis and developed a list of data needs in order to update the study based upon current system equity and verify the appropriateness of historic calculations. This list of data needs has been submitted to West Goshen for review and discussion. Updates to tapping fee calculations will be made following receipt of requested data.

**Anaerobic Digester Replacement / Emergency Repairs**

*Emergency Repairs*

All equipment for the emergency repairs has been ordered and is expected to start to be delivered in the next two weeks.

*Anaerobic Digester Replacement*

Topographic survey work continues at the WWTP and is expected to be completed on December 6. Basemapping activities is currently underway and is expected to be completed within the next two weeks. Once basemapping is completed, the new anaerobic digesters will be sited and the geotechnical field investigation will begin so that the tank design can commence. We have also contacted DEP and started the procedures for a Request for Determination (RFD) for air permitting. The results of the RFD will determine the critical path for the Project schedule.



**WWTP Driveway Entrance Improvements (007608.0430)**

A field meeting was held on November 15 at the WWTP with all of the impacted utilities. The utilities have begun the process of relocating their facilities based on the new radius and elevation of the driveway entrance. It is anticipated that all of the utility relocations will be completed by the end of February 2017. Keystone Engineering is currently working on the design of the automated gate and coordinating with the Township's security/fob company.

**TMDL**

HRG is working on preparing a draft EPA Progress Report that will be submitted to the Authority's Solicitor and Special Counsel by December 29. In addition, HRG was asked to review advanced biological nutrient recovery as an alternative for TMDL compliance. A full verbal report will be provided at the Authority Meeting.

Please feel free to contact me if you have any questions regarding this report or other items.

Respectfully submitted,

Herbert, Rowland & Grubic, Inc.



Joshua T. Fox, P.E.  
Regional Service Group Manager

Enclosures

007608.0426

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- c: West Goshen Sewer Authority (w/encl.)  
Casey LaLonde, Township Manager (w/encl.)  
Dave Woodward, Public Works Director (w/encl.)  
Mike Moffa, WWTP Superintendent (w/encl.)  
File (w/encl.)



**DEVELOPER'S ACTIVITY REPORT  
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The following summarizes recent activities performed on behalf of the West Goshen Sewer Authority (WGSA) for developer activities within the sanitary sewer service area:

**New Village Of Shannon - Shadeland Woods - Dewey Homes-#048A- 02/03/16 Balance (-\$332.00)**  
Last Activity-January 2016

*Phase 5 of the Village of Shannon has been re-named Shadeland Woods. The sewer mains have already been constructed. They are continuing to construct units in this development. Ross contacted the Township about finalizing the sewer portion of the project. The treatment plant crew has televised the lines in the development so the as-builts can now be completed. The Township should be reimbursed for their video camera time and Glace needs to finalize the as-builts.*

**Jerrehian Estate-Large Tract-Woodlands at Graystone-#126-02/03/16 Balance: \$2,309.90**

Last Activity-December 2016

HRG completed a sewer system capacity study to evaluate the downstream impacts of the Development during average, peak, and peak wet weather events. A memorandum of the findings will be provided and reviewed with the Authority at their December 2016 Meeting.

In summary, HRG is recommending the upgrade of downstream 8-inch diameter sanitary sewer mains to 10-inch diameter and that temporary flow metering be provided to verify actual flow conditions.

**Construction and Design, Inc. /Goshen Leisure Development-#181-02/03/16 Balance: \$0.00**

Last Activity-November 2015

*Plans are for six (6) office/warehouse type buildings. The development is located off North Hagerty Boulevard on a 21-acre tract. The sanitary sewer right of way was recorded by Ross eighty nine (89) months ago.*

*Two buildings are currently under construction. The video inspection crew has televised these lines so the as-builts can now be completed.*

**The Arbours at West Goshen-#188-02/03/16-Balance: \$202.32**

Last Activity-July 2016

*This is a 220 unit retirement community along Ward Avenue and the West Chester Reservoir. They are continuing to construct a few more houses in the development this month. They have asked for dedication of their sewage facilities they have installed. They provided as-builts for Phase I and Phase II.*

*Glace and the Solicitor reviewed the Maintenance Bonds.*

**Arbours Square-#DD188A-04/06/16 Balance: \$412.50**

Last Activity June 2016

*This is for independent living units with a skilled nursing care component adjacent to the Arbours development near the airport. This involves tying into an existing sanitary sewer line installed for Terramics which was never built. There were no major issues with the proposed sewer plans. The developer's engineer sent revised plans seven months ago and a review letter was generated on November 30th. It has a distinct developer from Westrum Development but Westrum will build the facility. The accounts will be kept separate.*



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**Wexford Mews-#200-02/03/16 Balance: \$1,170.01**

Last Activity-September 2015

This is located off Wexford Drive near Kirkland Avenue. One of the seven new homes was constructed in West Whiteland Township. There are a few minor items to be addressed construction wise on the sanitary sewer system. Glace received as-built plans. They are almost complete. They have asked for dedication of their sewage facilities they installed. Nothing new this month.

**Zarelli Subdivision 825 Goshen Road-#205-02/03/16-Balance: \$3,278.89**

Last Activity-August 2016

*This is now a proposed 7-lot single-family residential subdivision at 825 Goshen Road. There are seven new homes proposed with the existing home lot to be subdivided into two lots. The sewer will flow through the Greystone Development and be served by Taylor Run Pumping Station. Revised plans were received in February 2016. A review letter was sent out in early May after they were supposed to post a new escrow account. Confirmation of receipt of this additional escrow deposit has not been received yet. The revised plans addressing our comments were received on May 26, 2016 and another review letter was sent out.*

*Work included reviewing the proposed utility easements and review of the financial security for the sanitary sewer improvements. Comments were returned to the Township and the Developer on August 24, 2016.*

**Gavin Property - 415 Goshen Road-#207-02/03/16 Balance: \$2,380.11**

Last Activity-January 2016\*

*This is a proposed 5-lot single-family residential subdivision at 415 Goshen Road. There are four new homes proposed and an existing home. The sewage will flow through the Kirby's Woods Development and will be served by the Taylor Run Pumping Station. Glace are waiting for the off-site right-of-way to be provided for review and forwarding to Ross. A home has been built on a lot which had an existing lateral. Ross has been in touch with the Township and developer's attorney about conditional approval.*

**Liberty Tools-#213-02/03/16- Balance-\$1,173.32**

Last Activity-October 2009

*This is for a 20,802 s.f. warehouse with a 3,500 s.f. office on Saunders Lane. They plan to hire 12 employees. It will be served by a grinder pump. They have proposed to tie a few other lots into the low pressure system.*

**Kirkland Woods-#218-02/03/16 Balance: \$2,486.82**

Last Activity-March 2010

*This is a new proposed seven (7)-lot single family residential subdivision on a 4.3 acre lot at the southwest intersection of Kirkland Avenue and Ashbridge Road. A single house currently on the property is to be torn down and seven (7) new houses constructed. There are no major concerns with the proposed sanitary sewer system to service the development. The homes will be served by gravity sewer and flow to the Northeast Interceptor. The sanitary sewer main needs extended but no rights of way are involved. A developer's agreement will need to be entered into between the*





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*Authority and developer. The plan received approval from the Township and they have contacted Ross and our office to establish a construction escrow account. Glace reviewed and approved the construction escrow account.*

**Jerrehian-3 Lot Subdivision-#229-02/03/16 Balance: \$2,839.68**

Last Activity-July 2011

*For the proposed three (3) lot subdivision which was an existing home and two (2) new lots, there were a few minor comments. Horizon Engineers called and discussed both reviews and agreed to make the requested changes five years ago. The WCASD has signed an agreement to dedicate the gravity lines and rights of way to the existing small pumping station at the athletic fields to the Authority.*

**Pica's Restaurant #233-02/03/16 Balance: \$1,202.50**

Last Activity- December 2015

*This is for a restaurant on Route 3 on a previously constructed site. New plans were provided to our office twenty four (24) months ago. Glace are discussing extending the sewer main across the rear of their property. Discussed with Ross and developer's engineer. The owner is considering not installing the sewer main at this time through his property.*

**Summit Realty-#235-02/03/16 Balance: \$1,567.00**

Last Activity-April 2015

*This was for a proposed WAWA, CVS Pharmacy and bank at the southwest intersection of Five Points Road and Route 3, east of the Borough. It was the former site of James Chevrolet. A second review letter was done twenty five (25) months ago and the sanitary sewer design was approved by our office. Glace reviewed and approved their sanitary sewer escrow account. Site work is continuing and is almost complete. A WSFS bank branch is proposed to be constructed on the last building pad. A review letter for the WSFS Bank branch was sent out four months ago to the developer and township. A single tapping fee was submitted to WGSA in May for the bank building.*

**702 Old Westtown Road-#240-02/03/16 Balance: \$252.75**

Last Activity-September 2015

*This is for the redevelopment of a contractor's business located on Old Westtown Road. There were no major issues with the sanitary sewer tie-in.*

**West Chester University-#241-02/03/16 Balance: \$500.00**

Last Activity-October 2015

*This is for the demolition of several buildings on Rosedale Avenue and constructing a new 10,800 sf three story office building for the University.*

**Ice Line/Howell #242-Last Activity 04/06/16: Balance \$500.00**

*This is an upgrade to the Ice Line property which was received by the Township four months ago. A review letter was sent out four months ago. There are no major issues with the proposed sanitary sewer design for the sewer lateral.*



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**Goshen Leisure-Driving Range-#243 04/06/16: Balance \$0.00**

Last Activity April 2016

*Plans were received from Goshen Leisure for two office buildings on the driving range property across and upstream of the STP. An escrow account will need to be established for this proposed development. Glace are still waiting for the escrow account to be established prior to reviewing the plans.*

**Reserve at West Goshen-1210 West Chester Pike #244 Balance: \$1,723.50**

Last Activity August 2016

*This is for a 28 unit townhouse community where the former Morrow Plumbing Supply was located along the south side of West Chester Pike. This will be an extension to the Authority system. An initial review letter was sent out on this project. A right of way will be required.*

*Work included review of the financial security for the sanitary sewer improvements. Comments were returned to the Township and the Developer on August 3, 2016.*

**Islamic Society- #245 Last Activity June 2016- Balance-\$2,235.00**

*This land development plan was reviewed last month. There are a number of revisions required. They were sent the new cash escrow form for the developer to sign. There is a review fee for UTB&F this month in the amount of \$120.00 which is not reflected in the balance above.*

**Smoothie King - #246 1011 West Chester Pike: Balance: \$500.00**

Last Activity July 2016

*This land development plan includes the demolition of an existing single story structure and construction of a new Smoothie King with drive-thru at 1011 West Chester Pike. The Land Development Plans dated May 5, 2016 were reviewed and comments provided to the Wastewater Superintendent for review and comment.*

**WG Chester County Hospital Expansion - #247 701 E. Marshall Street: Balance: \$-1,174.70**

Last Activity December 2016

We have reviewed the Penn Medicine Chester County Hospital Building Expansion Plans dated August 2, 2016 and last revised October 25, 2016 as prepared by SSM Group, relative to the sanitary sewer system revisions. From the sanitary sewer perspective, these plans will be acceptable for construction purposes with the following condition:

1. As soon as it is available, information will need to be provided to the West Goshen Wastewater Superintendent regarding anticipated chemical usage at this facility. The Wastewater Superintendent may require that a Wastewater Discharge Permit be obtained for this facility and the wastewater discharge be monitored on a regular basis.

The Developer's Engineer must still submit an Opinion of Probable Construction Cost for Site Improvements so that we can recommend an amount for financial security.

The Sewage Planning Module was recommended, authorizing 9,600 gallons per day capacity in Taylor Run.

Josh Fox's request for motions (See report for details)

Ted Murphy motioned to purchase a flow meter through Costars, seconded by Dan Tierney.  
Approved 5-0

Dan Tierney motioned to approve Payment No. 2 to National Water Main Cleaning Company in the amount of \$74,693.93, seconded by Phil Corvo. Approved 5-0

Ted Murphy motioned to approve Payment No. 1 to F.W. Houser, Inc. in the amount of \$75,481.20, seconded by Dan Tierney. Approved 5-0

There being no further business, on a motion by Dan Tierney seconded by Ted Murphy, the meeting was adjourned at 10:21 PM.

Respectfully submitted,

Lisa Covatta, Recording Secretary



**WEST GOSHEN SEWER AUTHORITY**  
**DECEMBER 7, 2016**

WGSa TAPPING FEE FUND REQUISITIONS

REQUISITION NO.	PAYEE	INVOICE NUMBER	PURPOSE	AMOUNT	CK NO.
1740	GHD Services Inc.	806632	Goose Creek TMDL Support	\$457.50	1564
1741	National Water Main Cleaning Company	2016-1	2016 Sanitary Sewer Sys Repairs	\$117,008.10	1565
1742	William M. Dunleavy & Co. Inc.	11-01-2016	Emergency Digester Repair	\$2,748.00	1566
1743	Mitchell Mechanical, LLC	552-10469	Clarifier Rehab	\$2,416.90	1567
1744	Herbert, Rowland & Grubic, Inc.	115593	Headworks Improvement Project	\$19,554.00	
		115594	WWTP Emergency Generator	\$8,131.69	
		115595	Primary Clarifier No. 3 Review	\$3,383.55	
		115596	2016 Sanitary Sewer Sys Repairs	\$9,236.41	
		115598	Enhanced Chemical Addition	\$15,830.46	
		115602	WWTP Entrance Improvements	\$7,815.48	1568
1745	Unruh Turner Burke & Frees	141320	TMDL Appeal to EHB	\$40.00	
		141324	Capital Projects-Collection System	\$120.00	
		141325	Capital Projects-General	\$1,340.00	
		141326	Capital Projects-Anaerobic Digester	\$1,320.00	1569

DEVELOPER'S INVOICES

#	DEVELOPER	ENTITY	INVOICE NUMBER	PURPOSE	AMOUNT	
237	<i>Traditions</i>	Traditions Development Corp.	close acct	project complete	\$205.00	1570
126	<i>Woodlands Greystone</i>	Unruh Turner Burke & Frees	141322	Legal	\$680.00	
188A	<i>Arbours at West Goshen Phase 2</i>		141323	Legal	\$60.00	1571

GENERAL INVOICES

	ADMINISTRATION	ENTITY	INVOICE NUMBER	PURPOSE	AMOUNT	
		Herbert, Rowland & Grubic, Inc.	115449	Tapping Fee Analysis	\$377.50	
			115597	General Engineering (Retainer)	\$7,355.23	1572
		West Goshen Twp	11-2016	Nov 2016 Admin Fee	\$1,250.00	1573

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		21st Century Media	1180355	Advert-WGSA 11/15 mtg	\$78.85		1574
		Unruh Turner Burke & Frees	141319	General Legal	\$2,840.00		1575

	Tapping Fee Fund
	Developers
	General
12/12/2016	<b>Total Amount</b>

	\$189,402.09
	\$945.00
	\$11,901.58
	<u><u>\$202,248.67</u></u>