

West Goshen Township
Sewer Authority
April 1, 2020
7:00 PM

Agenda for Teleconference Meeting

1. Pledge of Allegiance.
2. Roll Call for Sewer Authority Board members, staff and professional service providers.
3. Approval of the Authority meeting minutes of March 4, 2020.
4. Authority Chair and Member announcements.
 - A. Procedures for telephonic meeting (see attached). Meetings via teleconference are permitted in the event that official emergency declaration prevents an open public meeting.
 - B. No Executive session was held this evening or during the past month.
 - C. The agreement with Barbacane was signed and returned on March 23, 2020.
 - D. Status Report for the EPA Settlement has been timely filed with the US District Court for the Eastern District of Pennsylvania.
 - E. Next regular meeting May 6, 2020 at 7:00 PM. Location to be determined.
5. Solicitor's Report, dated April 1, 2020 presented by Ross Unruh.
 - A. Downing Avenue Pump Station (Land Swap).
 - B. Waiver of minor defects in bid for Interceptor Project Phase One.
6. Wastewater Superintendent Report, dated April 1, 2020, presented Mike Moffa.
 - A. General Compliance Status & Misc. Operational Data.
 - B. Emergency sewer repair behind Shop Rite.
7. Treasurer's Report, dated April 1, 2020, presented by Walter Wills. Discussion and possible approval of requisitions/bills to be paid as set forth in the Treasurer's Report totaling \$392,280.79.
 - A. Presentation of items 7B through 7E by Josh Fox from HRG.
 - B. Discussion and possible approval of Application for Payment No. 15 for Contract 17-6 (Anaerobic Digester Replacement Electrical Contract) to Garden Spot Electric in the amount of \$17,575.00 (bond requisition #435).
 - C. Discussion and possible approval of Application for Payment No. 16 FINAL for Contract 17-6 (Anaerobic Digester Replacement Electrical Contract) to Garden Spot Electric in the amount of \$34,729.27 (bond requisition #436).

- D. Discussion and possible approval of Application for Payment No. 1 for Contract 19-1 (WWTP Phase 2 General Contract) to Blooming Glen Contractors, Inc. in the amount of \$249,172.14 for work through February 19, 2020 (bond requisition #437).
 - E. Discussion and possible approval of Application for Payment No. 2 for Contract 19-1 (WWTP Phase 2 General Contract) to Blooming Glen Contractors, Inc. in the amount of \$35,158.28 for work through March 20, 2020 (bond requisition #438).
 - F. Approval of Bond Requisition numbers 435-445, Tapping Fee Fund requisitions 1976 - 1981, and Developer's Invoices.
8. Engineer's Projects Report, dated March 27, 2020 presented by Josh Fox from HRG.
- A. Discussion and possible approval of the COSTARS Quote from Emergency Systems Service Company for Diesel powered emergency generator, Automatic transfer switch, Trystar Rotary Docking Station, and load testing for Trinity Drive Pump Station for a cost of \$44,538.00.
 - B. Discussion and possible approval of the COSTARS Quote from Optimum Controls Corporation for Pump Control Panel, level instruments, and start-up assistance for the Trinity Drive Pump Station for a cost of \$39,379.00.
 - C. Discussion and possible approval to Authorize HRG to issue the Notice of Intent to Award to Doli Construction Corporation in the amount of \$317,248.00 for Contract IP-1.
 - D. Discussion and possible approval to Authorize HRG to issue the Notice of Intent to Award to North American Pipeline Services LLC for \$736,679.32 for Contract IP-2.
 - E. Discussion and possible approval to Authorize HRG to advertise the Trinity Drive Pump Station Replacement Project for public bids.
9. Developments Report, dated March 27, 2020 presented by Josh Fox from HRG.
- A. Discussion and possible approval for a reduction in the financial security for Jerrehian Estate – Large Tract – Woodlands at Greystone #126 in the amount of \$1,191,691.95.
10. Discussion and possible approval to request waivers from Governor Wolf's March 19, 2020 shutdown order for non-essential businesses for the Wastewater Phase 2 Project and the Interceptor Project
11. New business.

Adjourn

Procedures for Tele-conference

TELECONFERENCE INSTRUCTIONS

Wed, Apr 1, 2020 7:00 PM - 9:00 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/295650805>

You can also dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(646\) 749-3129](tel:+16467493129)

Access Code: 295-650-805

Please note that we may have members of the public joining our teleconference.

We will proceed with the following instructions during the course of the teleconference meeting.

1. At the beginning of the meeting we will take a roll call for members, staff and professional service providers present.
2. Each person speaking shall announce identity at the beginning of comments.
3. Public comment will be permitted only when specifically requested of the public just before each vote is taken or at the end of the meeting before adjournment.
4. Please keep comments as short as possible as there is a time limit for the teleconference access.
5. Each item requiring a vote will proceed with a motion and a second, followed first by member comments/questions, only when prompted by the chair, and then second by public comments/questions but only when prompted by the chair.
6. Voting shall be done by roll call of each member for each vote.
- 7.

The [Office of Open Records](#) has issued the following advisory regarding [Pennsylvania's Sunshine Act](#) and the coronavirus (COVID-19).

Last updated March 31 at 9:07 a.m.

Note: Check online at:

<https://openrecordspennsylvania.com/2020/03/11/the-sunshine-act-and-covid-19/>

This advisory relates to all meetings governed by the Sunshine Act; it is not limited to emergency meetings.

As a starting point, it's key for agencies to remember that transparency builds trust, especially in times of crisis.

The [Sunshine Act](#) is clear that public meetings should be held at public buildings with open public participation whenever possible. If an official emergency declaration prevents that from happening, a meeting via teleconference, webinar, or other electronic method that allows for two-way communication is generally permissible.

Any agency taking that step must provide a reasonably accessible method for the public to participate and comment pursuant to Section 710.1 of the Sunshine Act. That method should be clearly explained to the public in advance of and during the meeting.

Further, the Office of Open Records strongly recommends that any agency holding such a meeting record the meeting and proactively make the recording available (preferably online) so that a full and complete record of the meeting is available to the public.

[35 Pa.C.S. § 7501\(d\)](#) allows agencies under a “declaration of disaster emergency” (here's the [March 6 disaster emergency declaration](#) signed by Governor Wolf and [information about the declaration](#)) to suspend the need to comply with certain “formal requirements.” In context, any such suspensions must be related to the emergency in some way.

Some agencies are governed by laws which add requirements beyond those included in the Sunshine Act. For example, both the Borough Code and the Third Class City Code explicitly require that a majority of members be physically present for purposes of determining a quorum. In such cases, the provisions of [35 Pa.C.S. § 7501\(d\)](#) can come into play. The OOR encourages agencies to consult with their solicitors on such issues.

Agencies, solicitors, and members of the public with any questions are welcome to contact the OOR. Using [the OOR contact form](#) is the best way to reach us at this time, as we are all working remotely.

Guidance from the Pennsylvania District Attorneys Association

The Pennsylvania District Attorneys Association has also issued guidance related to the Sunshine Act, which [can be read here \(PDF\)](#).