

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
September 6, 2017
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, September 6, 2017 at the West Goshen Township Administration Building. Those present were:

| <u>Authority</u> | <u>Unruh, Turner</u> | <u>Administration</u> | <u>HRG</u> |
|------------------|----------------------|-----------------------|----------------|
| Theodore Murphy | Ross Unruh | Mike Moffa | Dennis Michael |
| Phil Corvo | | Dave Woodward | |
| Dan Tierney | | | |
| Tina Smith | | | |
| Shaun Walsh | | | |

1. The regular meeting of the Authority was called to order at 7:02 P.M. by Ted Murphy.
2. The Authority meeting minutes for July 5, 2017 were motioned for approval by Ted Murphy, seconded by Tina Smith. Approved 5-0.
3. The Authority meeting minutes for August 2, 2017 were motioned for approval by Ted Murphy, seconded by Tina Smith. Approved 5-0.
4. Authority Chair and Member Announcements:
 - a) Ted Murphy announced that the new regular meeting start time of 7:00 pm had been published in August and was now in effect. The township website requires updating to reflect the new start time.
 - b) Ted Murphy announced that the Authority 2018 budget process would begin in October and needed to be completed by end Dec. Authority members should prepare a list of anticipated expenses for future review and discussion.
 - c) Ted Murphy announced that the Developer of the Jerrehian tract was proposing the issuing of bonds to fund the full build-out of the necessary site infrastructure and public amenities within the first 18 months of land development. Compared to the more traditional multi-phase/multi-year construction of infrastructure/amenities. This early development would include the new pump station and sanitary sewer lines.
5. Wastewater Superintendent Report was presented by Mike Moffa.
6. Solicitor's Report presented by Ross Unruh.
 - a) Inter-municipality Agreements:
 - i. Thornbury Township had requested tightening the Agreement language to specifically reference the projects listed in the overall capital Improvement Program as prepared by HRG.
 - ii. West Whiteland feedback was still awaited
 - iii. The Westtown solicitor has asked for a response to his letter to the Sewer Authority. Ted Murphy motioned for Ross to draft a response letter, describing their existing debt and obligations for capital improvement contributions under the existing Agreement

with Westtown, for review by the Authority members. Seconded by Dan Tierney.
Approved 5-0.

b) Ross Unruh explained the Capital Expenditure Reimbursement rules that have been provided by Bond counsel and he shared the calculation from HRG on the amount that could be debited to the Construction Account funded by the bond issue.
It was noted that the capital project requisitions in the current month (end-August) Treasurers report should also be added to the total calculated by HRG. The Authority will review and make a decision on the amount at the October regular meeting.
It was also noted that future Solicitor fees associated with oversight monitoring of management of bond obligations/reporting should be included in developing the 2018 Authority budget.

c) Ross Unruh informed the Authority that discussions continue with the developer for Woodlands at Greystone regarding the cost implication of changing the undersized sewer line exiting the property. The developer has requested a copy of HRG's calculations.

7. Treasurers Report was presented by Dan Tierney (See report for details)
Dan Tierney motioned for approval of requisitions/invoices to be paid in the amount of \$427,187.03, seconded by Tina Smith. Approved 5-0.

The Authority discussed providing visibility to the Construction Fund Account debits/credits and balance. Dan Tierney will be adding the account details to the monthly Treasurers report, expected to start in Octobers report.

8. Developers Report, dated September 1, 2017 was reviewed by Dennis Michael (See report for details)

9. Engineers Report dated September 1, 2017 was reviewed by Dennis Michael (See report for details)
Request for motions:

a) Ted Murphy motioned to approve Work Change Order No. 5 for the WWTP Emergency Generator for a change in contract price to \$21,884.23 and extension of the contract period to September 24, 2017. This was a reduction from the previously approved CO for this work due to the final cost for removal and disposal of contaminated soil being less than anticipated. Seconded by Phil Corvo. Approved 5-0.

b) Shaun Walsh motioned to approve Payment #3 on Contract 17-1 for the WWTP Headworks Improvement Project as submitted by Walabax Construction Services, Inc. in the amount of \$42,730.20, seconded by Phil Corvo. Approved 5-0.

c) The Authority discussed the benefits of having an overall Systems Integration approach across the program rather than individually managing the system requirements of each separate project. Ted Murphy motioned to approve using a Systems Integrator professional service across the program for consistency on all projects and seeking Request for Proposals. Seconded by Tina Smith. Approved 5-0.

d) Tina Smith from the Authority will attend the planned trip/tour of the CO-MAG installation in Connecticut on Sept. 21st.

- e) Ross Unruh informed the Authority that with regard to the TDML settlement proposal, the parties were waiting to hear from the DoJ. The November conference with the judge is approaching.
- f) Dan Tierney motioned to provide Notice of Intent to Award the bid for the 2017 Sanitary Sewer System Repair Project, Contract No. 17-5 to DiRocco Bros., Inc. Seconded by Shaun Walsh. Approved 5-0

10. The Authority continued discussions on how best to inform West Goshen residents of the overall capital improvement program. The next West Goshen Township newsletter is the preferred approach. HRG will prepare a draft text with photos for use in the newsletter. The summary information in the newsletter would direct residents to the township website for further details.

AOB

- Resident Robin Stuntebeck requested the Authority review how to improve visibility of information to both the meeting audience and on the Township website, so residents could access it. The Authority agreed that hardcopies of the following should be available at the meeting for attendees: Agenda; Treasurers sheet of invoices for approval to be paid; Developers report; and Engineers report. HRG were requested to begin bringing several copies of the Developers and Engineers reports for audience members starting with the October meeting. Dan Tierney will review providing copies of a summary page of invoices for approval to be paid. The Authority also discussed the current lack of support resource to provide the information on the Township website or other means. The issue would be discussed further as part of the 2018 budgeting process and a decision made on whether to fund some hours of communication resource support.

There being no further business, on a motion by Shaun Walsh, seconded by Dan Tierney, the meeting was adjourned at 8:32 PM.

Respectfully submitted,

Shaun Walsh, Secretary