

1. 7:00 P.M. Agenda

Documents:

[WGSA AGENDA 2021-04-07.PDF](#)

West Goshen Township
Sewer Authority
April 7, 2021
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 3, 2021. Open action items from prior meetings include:
 - a) Josh Fox, to obtain price for appropriate consultant engagement for possible coating of the interior of the secondary anaerobic digester (item 8a October 2020 Meeting);
 - b) Walt Wills, to re-run Funding Model analysis with revised CIP data (Item 4d February 11, 2021 meeting);
 - c) Josh and Mike, to revise Standard Sewer Specifications by year end. (item5d February 2021 meeting);
 - d) Ted Murphy, Woodlands at Greystone increasing size of sewer main on Andrew Drive – place on agenda after design review complete by HRG (item 9, March 3, 2021 meeting);
 - e) Full Authority Board, to review information and make recommendations to the Board of Supervisors for an Ordinance covering home I&I inspections at the time of property sale inspections and building permit inspections (item 11b, March 3, 2021 meeting);
 - f) Casey LaLonde and Ryan Jennings, to provide current agreement between West Goshen Township and West Goshen Sewer Authority (item 11d March 3, 2021 meeting);
 - g) Mike Moffa, to schedule a date for the next plant tour by Authority Board members.
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. An informal meeting was held on February 18, 2021 between the Sewer Authority, West Goshen Township and East Goshen Township to discuss the Westtown Way Pump Station Improvements.
 - C. Next regular meeting May 5, 2021 at 7:00 PM. Location to be determined.
 - D. The Commonwealth, as of April 1, 2021, is requiring filing a Plan Declaration regarding a pension plan for our employees or retirees and also an Act 205 Actuarial Valuation Report.
 - E. The Westtown Way Pumping Station Rehabilitation Project has been submitted for Community Project Funding for fiscal year 2022. Thank you Mike, Josh and Shaun.
 - F. The Authority, via email on March 29, 2021 approved the purchase and installation of fiber patch panels for the WWTP SCADA system for a COSTARS price of \$66,543. Public discussion will be this evening.

5. Solicitor's Report, dated April 7, 2021 presented by Ryan Jennings, Esquire.
 - A. Woodlands at Greystone.
 - B. 504 S. Concord Road Subdivision (former Boy Scout property).
 - C. Miscellaneous
6. Wastewater Superintendent Report, dated April 7, 2021, presented Mike Moffa.
 - A. General Compliance Status & Misc. Operational Data.
 - B. Sewer Authority Quarterly Budget Status Report.
 - C. The Annual Waste-load Management Report for West Goshen was timely filed with the Commonwealth in accordance with the March 31 deadline.
7. Treasurer's Report, dated April 7, 2021, presented by Walter Wills. Discussion and possible approval of requisitions/bills to be paid as set forth in the Treasurer's Report totaling \$1,445,915.51.
 - A. Discussion and possible approval of Application for Payment No. 13 for Contract WWTP-19-1 (WWTP Phase 2 General Contract) to Blooming Glen Contractors, Inc. in the amount of \$288,025.83 (bond requisition #s 579 and 580).
 - B. Discussion and possible approval of Application for Payment No. 7 for Contract WWTP-19-2 (WWTP Phase 2 Electrical Contract) to Brendan Stanton, Inc. (dba BSI Electrical) in the amount of \$21,600.00 (bond requisition # 575).
 - C. Discussion and possible approval of Application for Payment No. 4 for Contract WWTP-19-3 (WWTP Phase 2 Mechanical Contract) to CUICK Precision Solutions in the amount of \$61,613.25 (bond requisition #s 577 and 578).
 - D. Discussion and possible approval of Application for Payment No. 7 for Contract TD-1 (Trinity Drive Pump Station Improvements General Contract) to PSI Pumping Solutions, Inc. in the amount of \$48,548.41 (bond requisition # 581).
 - E. Discussion and possible approval of Application for Payment No. 4 for Contract TD-2 (Trinity Drive Pump Station Improvements General Contract) to MJF Electrical Contracting, Inc. in the amount of \$15,984.00 (bond requisition # 574).
 - F. Discussion and possible approval of Application for Payment No. 3 for Contract WWTP-20-1 (Aeration Basin Improvement Project General Contract) to CUICK Precision Solutions in the amount of \$31,440.05 (bond requisition # 576).
 - G. Discussion and possible approval of Application for Payment No. 2 for Contract WWTP-20-2 (Aeration Basin Improvement Project Electrical Contract) to MJF Electrical Contracting, Inc. in the amount of \$1,080.00 (bond requisition # 573).

- H. Discussion and possible approval of Application for Payment No. 2 for Contract PR-18-1 (Ballasted Flocculation and Clarification System Procurement – CoMag) to Evoqua Water Technologies, LLC in the amount of \$803,260.00 (bond requisition #s 571 and 572).
 - I. Discussion and possible approval of Application for Payment No. 4 for Contract IP-2: Sanitary Sewer Rehabilitation (2019 Phase I Interceptor Repairs Project) to North American Pipeline Services, LLC in the amount of \$74,506.18 (tapping fee requisition #).
 - J. Approval of Bond Requisition numbers 582-586, Tapping Fee Fund requisitions 2047-2056, and Developer's Invoices.
8. Engineer's Projects Report, dated April 2, 2021 presented by Josh Fox from HRG.
- A. Change Order No. 1 for Contract PR-18-1 for a decrease to the Contract Price in the amount of \$16,000 as required for Contract WWTP-19-1 to install 3-inch steel spacers for the Tertiary (COMAG) Clarifiers.
 - B. Change Order No. 3 for Contract WWTP-19-1 for an increase to the Contract Price in the amount of \$16,000 for installation of 3-inch steel spacers for the Tertiary (COMAG) Clarifiers.
 - C. Change Order No. 4 for Contract WWTP-19-1 for an increase to the Contract Price in the amount of \$16,744.13 and three (3) additional days for replacement of an existing section of non-potable water piping from the plant water pumps to the Contract Work. This was approved by the Board through email on March 30, 2021 and will require ratification after discussion this evening.
 - D. Change Order No. 3 for Contract WWTP-19-3 for an increase to the Contract Price in the amount of \$4,837.00 for work necessary to connect to the drain pipe outside of the Dewatering Building that was a different diameter, encased in concrete, and deteriorated beyond repair. This was approved by Mr. Moffa and will require ratification by the Board.
 - E. Change Order No. 4 for Contract WWTP-19-3 for an increase to the Contract Price in the amount of \$4,485.00 for replacement of an additional 16 L.F. of deteriorated drain pipe in the Dewatering Building. This was approved by Mr. Moffa and will require ratification by the Board.
9. Developments Report, dated April 1, 2021 presented by Josh Fox from HRG.
10. Discussion of 2021 1st Quarter and projected Year End.
11. Board review of By-laws and Financial Policies (see February and March meeting minutes)
12. New business.

Adjourn

Procedures for Tele-conference

TELECONFERENCE INSTRUCTIONS

April Sewer Authority Meeting

Wed, Apr 7, 2021 7:00 PM - 9:00 PM (EDT)

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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 \(PDF\)](#).

On April 20, 2020 Governor Wolf signed Senate Bill 841 that allows remote municipal meetings during the COVID-19 Emergency.

See Title 35 Pa.C.S.A. §§5701 – 5741. The change in the law allows hearings, meetings, proceedings, or other business to be conducted through the use of authorized telecommunications device until the expiration or termination of the COVID-19 disaster emergency.

Link here: <https://www.legis.state.pa.us/cfdocs/legis/li/uconsCheck.cfm?yr=2020&sessInd=0&act=15>

In addition, section 7501(d) of Title 35 has been amended in the same bill to provide for temporary suspension of formal requirements in other emergencies declared either by the Governor or of the governing body of the political subdivision affected by the disaster emergency. A quorum of physically present members is not required if a quorum is otherwise established by participating members through authorized telecommunication device. This provision does not expire at the end of the COVID-19 disaster.