

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
March 1, 2023
6:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, March 1, 2023, at the West Goshen Township Administration Building. Those present were:

<u>Authority</u>	<u>UTBF</u>	<u>Administration</u>	<u>HRG</u>
Theodore Murphy	Ryan Jennings	Mike Moffa	Chelsea Pearce
Shaun Walsh		Dave Woodward	
Walt Wills			
Carter Membrino			

- 1) The regular meeting of the Authority was called to order at 6:00 PM by Chair, Ted Murphy.
- 2) The Authority meeting minutes for the regular meeting of February 1, 2023, were motioned for approval by Shaun Walsh. Seconded by Walt Wills. Approved 4-0
 - a) **WGSA** Develop a plan to address I&I concerns at private properties. See Minutes from December 7, 2022. This will be an agenda item in April 2023. I&I continuing open item to April 2023
 - b) **WGSA, Solicitor and Engineer** – Develop a list of documents that require re-authorization. Board staff, engineer, and solicitor is going to keep working on this list with a goal to complete the list by the July 2023 meeting
- 3) Authority Chair and Member Announcements
 - a) Ted Murphy announced the next regular meeting of the Authority will be held at the Township Administration Building Main Meeting Room on April 5, 2023, at 6 PM
 - b) Walt Wills may not be able to attend in person, but will try to call in
- 4) Solicitor’s Report dated February 23, 2023, was presented by Ryan Jennings.
 - a) Development
 - a) No updates.
 - b) Miscellaneous Activities in February
 - a) Taylor Mill Road Pump Station – Taylors Mill Rd.
On the property purchase for the Taylor Mill Road Pump Station, the owner’s attorney has been presented a list of 8 items needed to complete the purchase. The homeowner requested a \$250 check to cover documentation coming from “Mr. Cooper,” (home equity or mortgage holder) and another \$900 for another documentation processing fee from another loan holder. The solicitor will need to provide a letter the homeowner can use to prove the sale to WGSA will not impact the salability of the home. The mortgage holder also requested a project narrative and plans for the project. HRG may need to complete additional survey work to show the property boundary.

Therefore, WGSA may need to provide:
 - i. \$250 check for “Mr. Cooper”

- ii. \$900 check for Citizens Bank Pennsylvania
- iii. Survey
- iv. Re-issued property appraisal OR the original August 2022 appraisal with a note from the solicitor

There was discussion and adoption of Authority Resolution 2023-01 for acquisition of Real Property. A motion to adopt Authority Resolution No.: 2023 – 01, authorizing and reaffirming the acquisition of a certain portion of real property, consisting of approximately 3,291 square feet, located at 544 Taylors Mill Road, West Goshen Township, Chester County, Pennsylvania was made by Carter Membrino, seconded by Shaun Walsh. Approved 4-0

As reported last month, the solicitor anticipates receipt of the Zoning Hearing Board’s written Decision & Order on our Application for special exception zoning relief for the Taylor Mill Road Pump Station Project at the ZHB’s next, regularly scheduled meeting (i.e., February 27, 2023).

Written decision approving zoning from the ZHB is anticipated immediately

At the February 1, 2023 meeting, the Board authorized HRG to bid the project. During the engineering report presentation, Chelsea Pearce from HRG will provide an update on the status of bidding.

The property owner involved with the Taylor Mill Road Pump Station property purchase attended part of the WGSA meeting. They agreed to reach out to clarify if our engineer survey will be sufficient. The homeowner also had a few follow up questions regarding noise and view, if their existing line and cleanout would be affected. The township engineer confirmed their system would remain functionally the same with no changes due to WGSA work.

- b) The solicitor provided an update on the 1100 Carolina planned expansion of sewer. In speaking with Cory Salmon on February 22nd, the solicitor communicated with the property owner (Stephen Bell) regarding the requirements for possible connection to the public sewer system. Over the course of the past month, Mr. Bell has been awaiting engineering-based cost estimates from a third party and weighing public versus private (on-lot) sewer options. Currently, he is exploring the feasibility of alternative (and less costly) on-lot options. At present, there are no action items before the Board regarding this matter. Should Mr. Bell decide to pursue a public sewer connection, he will be back in touch with Mike Moffa and/or HRG.

5) Mike Moffa presented the Wastewater Superintendent Report for March 1, 2023.

- a) General compliance status & miscellaneous operational data. The treatment plant operated in compliance with permits. A total of 107.2 million gallons of wastewater were treated at an average of 3.83 million gallons per day. 315 tons sludge were processed. The verified phosphorous content for January 2023 measured less than 0.01 mg/L. For February 2023, phosphorous content is expected to be 0.04 or less.

Mike Moffa noted an oil leak affecting the system originating from Glen Acres ES. The Westtown Way pump station is being affected by the leak from the boiler room, which had a floor drain directly connected to the sewer system. WGSA may need to work with the

school board on resolution for costs. The WWTP may be affected short or long term, and an update will be provided at the next board meeting

- b) A discussion on possible approval for GS Developers to provide and install miscellaneous electrical equipment (disconnect, start/stop push button, & 2 outlets) for primary clarifier no. 1 for an amount of \$1,180.00 took place. Ted Murphy motioned for approval and Walt wills seconded, approved 4-0
- c) A discussion on possible action to make recommendation to the West Goshen Township Board of Supervisors to purchase Pollution Liability Insurance from Markel Evanston. No motion made to approve, WGSA will table the discussion until the April 2023 meeting
- d) A discussion on possible approval for closure and refund of the following Developer Escrow Accounts:

DD244 - Reserve at West Goshen	\$ 2,464.70
DD262 - 307 Westtown Rd. (Springer Corp)	\$ 831.50
DD263 - 600 Greenhill Road	\$ 3,520.50
DD265 - 700 E. Market St. (TruMark Financial)	\$ 517.00
DD268 - 305 Westtown Rd.	\$ 4,613.60
DD277 - 981 N. New St.	\$ 4,068.00

The superintendent and engineer confirmed the projects listed have been completed and inspected. Shaun Walsh motioned for approval and Ted Murphy seconded, approved 4-0

- 6) Treasurer's Report, dated March 1, 2023, presented by Walter Wills. Discussion and possible approval of requisitions/bills to be paid as set forth in the Treasurer's Report totaling \$437,350.97.
 - a) Discussion and possible approval of Application for Payment No. 7 for Contract WW-2 (Westtown Way Pump Station Improvements Electrical Contract) to Brendan Stanton, Inc. in the amount of \$92,387.50 (bond requisition fund #811).
 - b) Discussion and possible approval to pay Emergency Systems Service Company \$42,549.00 for the supply of a Trystar docking station for the Taylor Run pump station (bond fund requisition #812).
 - c) Discussion and possible approval to pay Help Now LLC \$743.00 for ethernet installation (bond fund requisition #815).
 - d) Discussion and possible approval to pay Optimum Controls Corporation \$6,249.00 for the installation, programming, and start-up of the Blower Building PLC Panel (bond fund requisition #817).
 - e) Discussion and possible approval to pay Optimum Controls Corporation \$16,335.75 for the installation, programming, and start-up of the Lift Station PLC Panel (bond fund requisition #818).
 - f) Discussion and possible approval to pay Optimum Controls Corporation \$34,564.50 for the supply of a control panel for the Westtown Way pump station (bond fund requisition #819).
 - g) Discussion and possible approval of Application for Payment No. 10 for Contract WW-1 (Westtown Way Pump Station Improvements General Contract) to CFAS FBO Cuick, LLC

in the amount of \$146,996.12 (bond requisition fund # 820). Note the monthly amount is higher due to covering 2 months' worth of work, though is still in line with the contracted amount for the project

- h) Discussion and possible approval to pay Cuick Precision Solutions, LLC \$2,000.00 for unexpected time and material installing the Washington Street pump station Dimminutor (tapping fee requisition #2200).
- i) Discussion and possible approval to pay Optimum Controls Corporation \$32,015.00 for Treatment Plant HMI development service (tapping fee requisition #2202).
- j) Discussion and possible approval to pay the remainder of the bills set forth in the Treasurer's Report, to include Bond Requisition numbers 813, 814, 816, Tapping Fee Fund requisition numbers 2198, 2199, 2201, 2203 and Developer's Invoices.

Walt Wills motioned to approve items 6a thru 6j, Shaun Walsh seconded, approved 4-0

- k) There was a discussion of CD and T-bill Investments. HRG provided a schedule for anticipated payments due from the WGSA over the next few months. As of now, the CD rates being received are greater than 4.7%. WGSA currently has \$1,500,000 million in T-bills. The superintendent is going to request a transfer of \$256,945.07 from the *East Goshen Subaccount* to the *Authority's Construction Fund* for work competed during the first quarter of 2023

7) Engineer's Projects Report, dated February 24, 2023, presented by Chelsea Pearce from HRG.

- a) Westtown Way Pump Station - The General Contractor (CPS) has been working intermittently throughout the past month and has installed the sluice gate, the wet well grinder, and miscellaneous painting. They are still awaiting the delivery of the equipment (VFDs and pipe) in order to progress with construction as planned. The delayed equipment is anticipated to be delivered in the first Quarter of 2023, but specific delivery dates have not been identified by the Contractors.

The Electrical Contractor (BSI) has been working to prep spaces for panels and electrical equipment within the building so that once the final equipment is delivered, they can work efficiently during the bypass operation.

- b) Priority B Interceptor Repairs - An on-site meeting was held on February 17, 2023 with the Contractor, Township Staff, HRG, and the Soil Conservation District to discuss the soil erosion and sediment control requirements in accordance with the NPDES Permit. The Contractor has provided an updated schedule indicating that the soil erosion measures will be installed on the week of February 27, 2023, bypass pumping installation will begin on the week of March 6, 2023, and the CIPP lining will start on the week of March 20, 2023. HRG will plan to provide a Resident Project Representative (RPR) on site during construction starting with the bypass pumping installation.
- c) TMDL Compliance - HRG is continuing to work with Township Staff on compliance sampling in accordance with the Interim Settlement Agreement. There were no substantial updates in February 2023.
- d) Pump Station Phase II and III Improvements - The Authority authorized HRG to advertise

the Taylor Run and Fern Hill Pump Station Improvements Project for public bidding, however, they are still working through quality control reviews to ensure the final package meets the needs of WGSA and the recent revisions from the current property acquisition pursuit. HRG intends on reviewing the Final Drawings with Township Staff within the next two weeks then will make any final edits prior to advertising for public bidding thereafter. Additionally, once the Zoning Board approval is provided, HRG will move forward with the Township grading permit.

- e) CFA Grant Applications - The Authority has been assigned an expiration date for their UEI Number and HRG has updated and submitted the FFATA forms to the assigned PA DCED analyst reviewing both applications. HRG will continue to assist with the Authority on any action items requested by CFA.
 - f) GIS System Mapping - HRG started efforts to update and provide a more robust and comprehensive GIS map book of the Authority's Sanitary Sewer System. The map book, generated from the existing GIS mapping and available as-builts, will show the Authority's sewer facilities (conveyance and collection) overlaid with satellite imaging. The intent is to generate updated, legible, and accessible mapping for the Township Staff to utilize in lieu of the outdated collection system record drawing books. HRG is working on preliminary/example map book sheets to review with the Township Staff prior to pressing forward with the pressing forward with entire system.
 - g) 1100 Carolina Ave Sewer Connection - Mr. Bell was provided with relevant information and guidance on the requirements and procedures related to his proposed sewer extension. After further consideration and review, Mr. Bell indicated that he would attempt to investigate the feasibility of installing a new on-lot system in lieu of the extension.
- 8) Developments Report dated February 24, 2023, presented by Chelsea Pearce from HRG. Key items with updates in February 2023 are listed below:
- a) DD 126: GREYSTONE PARTNERS (LD-9-2022) - HRG and Carroll Engineering prepared and provided punch lists to the developer in August 2022 for the Pump Stations (A and B) and the collection system. No schedule has been provided to-date for the completion of the punch list items.
 - b) DD 260: 1035 SAUNDERS LANE (SLD-06-2019) - HRG has received, reviewed, and approved the redline drawings provided by Howell Engineering on February 9, 2023. Outstanding Item(s): The project is currently in construction.
 - c) DD 269: SCHRAMM PROPERTIES (SLD-3-2021) - HRG has received and reviewed the Land Development Plan (Submission 3). A letter containing our comments was sent to the Township on February 20, 2023. All sewer related comments were addressed; however, it was noted that sewer construction cannot begin until a PADEP Sewage Facilities Planning Module Exemption Letter is received for the development.
 - d) DD 273: 300 SNYDER AVENUE (SLD-8-2021) - HRG has received an updated Land Development Plan (Submission 3) on February 21, 2023. HRG plans to review and respond with review letter containing our comments to the Township in the upcoming weeks. Outstanding Item(s): TBD
 - e) DD 282: 220 GARFIELD AVENUE AND LINCOLN AVE - HRG has received and

reviewed the Land Development Plan (Submission 2). A letter containing our comments was sent to the Township on February 17, 2023. Outstanding Item(s): The developer has yet to provide the updates or approvals from the Pretreatment Coordinator.

- f) 981 N. NEW STREET (DD 285) - HRG has received a new Land Development Plan (Submission 1) on February 21, 2023. HRG plans to review and respond with review letter containing our comments to the Township in the upcoming weeks. Outstanding Item(s): TBD
- 9) Shaun Walsh motioned to adjourn the meeting at 7:30 PM, seconded by Walt Wills. Approved 4-0.

Respectfully submitted,

Carter Membrino,
Secretary