

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
June 2, 2021
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, June 2, 2021 at the West Goshen Township Administration Building. Those present were:

Authority

Theodore Murphy
Tina Smith
Walt Wills
Shaun Walsh
Phil Corvo (from 7:15 pm)

UTBF

Ryan Jennings

Administration

Dave Woodward
Mike Moffa

HRG

Josh Fox

1. The regular meeting of the Authority was called to order at 7:06 PM by Chair, Ted Murphy.
2. The Authority meeting minutes for the regular meeting of May 5, 2021 were motioned for approval by Tina Smith. Seconded by Walt Wills. Approved 4-0.
The Open Actions were reviewed:
 - a) Josh and Mike, to revise Standard Sewer Specifications by year end (Item 5d February 2021 meeting);
 - b) Ted Murphy, Woodlands at Greystone development increasing size of sewer main on Andrew Drive – place on agenda after design review complete by HRG and invite Ray Grochowski, the Developers Project Manager, to attend and present the project timeline (Item 9, March 3, 2021 meeting);
 - **Ray Grochowski was unable to attend the June 2nd Authority meeting. Casey Lalonde to invite him to attend the July 7th regular meeting**
 - c) 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);
 - Shaun Walsh reported that at the Board of Supervisors workshop meeting of 5/4/21, a majority of the Supervisors voted to move forward for possible adoption an ordinance requiring a property resale U&O certification, which would include an inspection for illegal inflow connections to the sanitary sewer.
 - **The proposed property resale U&O certification ordinance will be presented for possible adoption at an upcoming BoS meeting.**
 - d) Casey LaLonde to provide existing agreement between West Goshen Township and West Goshen Sewer Authority (Item 11d March 3, 2021 meeting);
 - **Casey has now been able to find the Agreement and will send it to the Board members.**
 - e) Shaun Walsh, to follow up with East Goshen Board regarding Westtown Way Pump Station (Item 4.B April 7, 2021 meeting);
 - **The East Goshen Board of Supervisors is determining who needs to represent East Goshen when meeting with the WGSA. A joint meeting will then be planned.**
 - f) Casey Lalonde, to follow up on the Commonwealth of PA requirement to file a Pension Plan Declaration for Authority employees or retirees and also an Act 205 Actuarial Valuation Report (Item 4.D. April 7, 2021 meeting);

- **Casey advised that the Authority will have to file this Declaration and Report, but that it is essentially a “No Report” report, because the Authority has no employees or retirees.**
- g) Mike Moffa, to prepare Q2 Budget status review for the July Authority meeting (Item 6.B. April 7, 2021 meeting;

3. Ted Murphy announced:

- a) An executive session was held today to discuss potential legal matters.
- b) A walk through at the Sewer Treatment Plant was conducted earlier this evening to view construction progress.
- c) Special Counsel, Steven Miano, has been in correspondence with the EPA concerning the delays in completing the CoMag building and its impact on the settlement agreement with EPA and Delaware River Keepers.
- d) Next regular meeting of the Authority is scheduled for July 7, 2021 at 7:00 PM in the Township Administration Building main meeting room.

There were no other Board member announcements.

4. Solicitor’s Report dated May 26th, 2021 was presented by Ryan Jennings.

a) Woodlands at Greystone

Last month, the Authority authorized and approved the Phase II Development documents for Sanitary Sewer Improvements. These documents included the: (i) Sanitary Sewer Construction Agreement; (ii) Deed of Rights-of-Way; (iii) Consents and Subordination to the Deed of Rights-of-Way; and (iv) Performance Bond (in the amount of \$139,969.79). The same was previously done for Phase I of the Development in February of this year. Additionally, last month, the Authority accepted and adopted a Resolution for the acceptance of rights-of-way associated with Phase II, as offered and conveyed by RLD Greystone, LLC to the West Goshen Sewer Authority. Counsel for the Woodlands at Greystone has advised the Developer is targeting July for Phase III sanitary sewer-related authorizations from the Authority. Phase III consists of 28 single-family, age-restricted, detached dwellings, including related improvements. UTBF is not yet in receipt of Phase III cost estimates, but anticipates receipt in the coming weeks, followed by draft, Phase III development documents.

b) 504 S. Concord Road Subdivision (former Boy Scout property)

This project entails a proposed lot line configuration, the extinguishment of an existing right-of-way, and the establishment of a new right-of-way to accommodate a sewer main relocation. For several weeks, UTBF have been coordinating with the Developer’s counsel, Developer’s engineers, and HRG regarding legal descriptions, cost estimates, and easement-related agreements. Ultimately, there will be: (i) an Agreement to Extinguish Right-of-Way; (ii) a Deed of Right-of-Way (for the new sanitary sewer easement); and (iii) an associated Construction Agreement. At this time, all engineering and legal reviews have not yet been completed to allow for Authority consideration and action this month. Ryan anticipates review and potential approval by the Authority as early as the July 7th, 2021 public meeting.

c) Islamic Society of Chester County (1001 Pottstown Pike)

In 2018, West Goshen Township approved a land development project for the Islamic Society of Chester County (“ISSC”). The project was put on hold until ISSC had its funding in place for the project. As of April 23rd, it was reported by ISSC’s Counsel that the funding was in place, and that ISSC is ready to proceed with the posting of financial

security and Final Plan recording. HRG has reviewed and approved the Project Engineer's (Gilmore & Associates, Inc.'s) Estimated Opinion of Costs for the sanitary improvements associated with the project. ISCC has proposed to post a cash escrow as financial security, which Ryan discussed with Mike Moffa, who has coordinated appropriate escrow-related efforts with the Township's Finance Department Director. A version of the Parties' Construction Agreement was provided for Authority review last month. Following Agreement review and feedback by Authority Members, Ryan worked with ISSC's Counsel to revise and supplement the Parties' Agreement. The Construction Agreement has since been finalized to Counsel's collective satisfaction, and ISCC has requested Authority action at this public meeting for the acceptance and approval of the Construction Agreement. UTBF recommended the acceptance and approval of the Sanitary Sewer Construction Agreement, including all identified and associated documentation (as provided). Tina Smith motioned to authorization the acceptance and execution of the Sanitary Sewer Construction Agreement (secured by cash escrow in the amount of \$93,462.32) between the Islamic Society of Chester County and the West Goshen Sewer Authority, to be dated June 2, 2021. Seconded by Ted Murphy. Approved 5-0.

d) Sunset Hollow

The Township is working on a small-scale stormwater project on Sunset Hollow Road. There exists a combination draining/sewage easement with existing stormwater and sanitary sewer facilities within a single property. The Township is considering the concept of attempting to implement an expanded easement area, approximately 10 feet in width. The Township and its Solicitor asked whether the Authority would like to be added to the potential enlarged easement area. Initially the Township Solicitor proposed drafting a combination stormwater and sanitary sewer easement document to achieve the goal, but had more recently recommended the preparation of two separate easements; one for stormwater, one for sanitary sewer. At last month's meeting, the Authority Members publicly discussed the situation and concluded that it was unnecessary to increase the size of the easement for purposes of the Sanitary Sewer main. As directed, Ryan has since communicated the Authority's desire for the Township's Solicitor to work only to remove (and amend) the existing stormwater easement from the existing Easement recording, while retaining the existing sanitary sewer, and maintaining that infrastructure as is.

5. Wastewater Superintendent Report for the month of May, 2021 was presented by Mike Moffa.

a) The treatment plant operated in compliance with the NPDES permit for May.

Treated 126.8 million gallons of wastewater. Average of 4.09 mgpd.

The temporary press operation continued and 292 tons of dewatered sludge were pressed for disposal.

Average Total Phosphorous discharge concentration = 0.57 mg/L.

b) Low Pressure Force Main Break at Greenhill Road & Pottstown Pike

Mike and Dave Woodward described the work done by Township staff and DiRocco Brothers, Inc., to repair a broken 2" Low Pressure Force Main at the corner of the Wawa property – 1195 Pottstown Pike. It was possible that a close-by Aqua water line installation may have been a contributing factor, given the location of the line break. In the subsequent investigation and discussion with the WCASD, it was determined that this main had previously been dedicated to the WGSA. Only the pump station remained with the WCASD.

The Authority members discussed two concerns:

- i. Is the 2” LP Force Main of sufficient size to receive the additional discharge expected from the new Greystone Elementary School?
HRG had reviewed the hydraulic evaluation calculations from July 2020 of the LP sewer system. The connecting parties to the system are: Wrangley Court; 3-Lot Jerriahan Property; Athletic Fields; New Greystone School; and potential additional properties situated on Pottstown Pike. Under all evaluation scenarios, HRG determined that the 2” LP main is adequate and the system will operate. In the maximum flow scenario when all connecting parties would be pumping, the centrifugal pumps at the Athletic Fields and at the new Greystone school would operate at a different point on their pump curves and their flow rate would be reduced until such time as the maximum flow condition eased. This uncommon occurrence would not present an operating concern.
- ii. The Authority members discussed the lack of an accurate map of the LP sewer main, specifically between Aram Avenue and Greenhill Road. Dave and Mike recommended using Soft Dig to determine the GPS coordinates of the LP Force Main between those streets. Dave also indicated he will be replacing the current caps on the clean-out ports and installing camlocks to enable hose connections if there are future problems with the line. Shaun Walsh motioned to approve GPS mapping of the LP Force Main between Aram Avenue and Greenhill Road for a cost not to exceed \$6,500.00. Seconded by Walt Wills. Approved 5-0.

6. The Treasurers Report dated June 2, 2021 was presented by Walt Wills (See report for details).
 - a) Walt Wills motioned to approve as Requisition #599 & #600 from the Bond Construction Fund Application for Payment No. 14 for Contract WWTP-19-1 (WWTP Phase 2 General Contract) to Blooming Glen Contractors, Inc. in the amount of \$406,753.00 for work completed through May 20, 2021. Seconded by Tina Smith. Approved 5-0.
 - b) Walt Wills motioned to approve as Requisition #595 & #596 from the Bond Construction Fund Application for Payment No. 8 for Contract WWTP-19-2 (WWTP Phase 2 Electrical Contract) to Brendan Stanton, Inc. in the amount of \$108,356.78 for work completed through May 20, 2021. Seconded by Shaun Walsh. Approved 5-0.
 - c) Walt Wills motioned to approve as Requisition #602 & #603 from the Bond Construction Fund Application for Payment No. 6 for Contract WWTP-19-3 (WWTP Phase2 Mechanical Contract) to CUICK Precision Solutions in the amount of \$46,398.29 for work completed through May 21, 2021. Seconded by Tina Smith. Approved 5-0
 - d) Walt Wills motioned to approve as Requisition #601 from the Bond Construction Fund Application for Payment No. 5 for Contract WWTP-20-1 (Aeration Basin Improvement Project - General Contract) to CUICK Precision Solutions in the amount of \$30,547.25 for work completed through April 23, 2021. Seconded by Ted Murphy. Approved 5-0.
 - e) Walt Wills motioned to approve as Requisition #597 from the Bond Construction Fund for Payment No. 1 for the Aeration Blower Building Control Panel in the amount of \$31,989.00 to Optimum Controls Corp. Seconded by Shaun Walsh. Approved 5-0.
 - f) Walt Wills motioned to approve as Requisition #598 from the Bond Construction Fund for Payment No. 1 for the Intermediate Pump Station Control Panel in the amount of \$1,630.00 to Optimum Controls Corp. Seconded by Ted Murphy. Approved 5-0
 - g) Walt Wills motioned to approve for payment as listed on the Treasurers Report, Requisition #604 through #612 from the Bond Construction Fund in the total amount of \$99,829.41; Tapping Fee Fund Requisitions #2067 through #2071 in the total amount of

\$75,180.57; and Developer's Invoices (5) in the total amount of \$3,337.80. Seconded by Ted Murphy. Approved 5-0.

Shaun Walsh asked about the interest that had accumulated over time in the Developer Escrow Account and if this money could be used by the Authority. **ACTION: Ryan Jennings** to review legal requirements for the use of this accumulated interest. **ACTION: Walt Wills** to confirm with the Finance Director the specific amount available.

7. Engineers Report, dated May 27th, 2021 was presented by Josh Fox (See report for details). Josh explained the continued assessment by Blooming Glen Contractors of a solution to the defective work that resulted in failure of the concrete grout strength used in the CoMag building walls. The Board members discussed with Josh the courses of action being considered at this point and the decision process to determine an acceptable way forward. Lack of resolution on this issue continues to compound the schedule delays and significantly extend the substantial completion date for the project. The Authority Board reiterated the need to track the increased costs being incurred across all the professional service providers and any claims from other impacted Contractors.

Josh shared a Change Order Tracker spreadsheet for the three WWTP Phase II Improvement Project Contracts. At present, total Change Orders approved for unforeseen work is \$133,465.09 and Change Orders approved for additional scope is \$16,744.13. Known identified risk items are estimated at approximately \$178,000.00. Therefore the total Change Orders amount to \$328,209.22. This represents 3.66% of the total original value of the three WWTP Ph.2 contracts, which combined are \$8,974,200.00. If this holds, the outcome will be <5% of the original contract values, which is considered a good performance on contracts of this complexity and with the unknown interference risks of extensive underground piping work on the project.

The Authority Board members discussed the proposal from Brown and Caldwell to review the information gathered on the Secondary Digester Coating failure and provide an expert opinion on the most likely cause of the failure. It was unanimously agreed not to pursue the review.

Ted Murphy motioned to authorize HRG to perform the required Phase 1 Bog Turtle survey for a cost not to exceed \$4,200.00 for the Phase II Interceptor Repairs Project. Seconded by Tina Smith. Approved 5-0.

8. Developers Activity Report, dated May 26, 2021 was presented by Josh Fox (See report for details).
 - A. The connection from Greystone Elementary school into the existing LP Force Main was discussed during agenda item #5B.
 - B. Josh advised that HRG provided a response to Horizon Engineering on May 5th on revisions needed for the design of the Sewer Main replacement project on Andrew Drive, required by the Woodlands at Greystone development.

9. Sewage Rate Model.

Walt Wills reminded the Board that he had sent an updated spreadsheet model with the underpinning assumptions. He continues to refine the calculations with recent input received from Mike Moffa. Once those changes are incorporated, Walt will share the revised model with the Board. The intention to hold a joint meeting of the Sewer Authority and the Township Board of Supervisors continued to be discussed. After further consideration, it was agreed that a late-August joint meeting would be the preferred timing. Starting with the presentation materials used at the joint session held in 2017 was thought

to be a good basis to use. The slides can be refreshed to reflect the progress made and the issues still to be addressed over the next 10-year CIP. Further discussion was needed on whether the Authority should make a specific recommendation on a rate increase.

ACTION: Josh Fox & Mike Moffa to prepare a draft for review by the August regular meeting.

10. The revised Authority By-laws were reviewed by the Board. All the changes proposed in the draft were agreed and four further changes were proposed during the discussion.

ACTION: Shaun Walsh to incorporate the additional requested changes and bring the final draft By-laws document to the July meeting for Board Approval. The Financial Policies will be reviewed at a future meeting.

11. The PMAA Annual Conference & Trade Show is scheduled for August 29 – September 1, 2021 in State College. The Board discussed member attendance and agreed that Shaun Walsh and Tina Smith would attend. If Tina’s schedule does not permit participation then Walt Wills would attend instead. Shaun Walsh will co-present with HRG at the conference on the topic of the benefits of having a robust Capital Improvement Plan. The costs of attendance would be paid from the Sewer Authority fund. The Board discussed the various costs involved: Conference Registration Fee; Hotel accommodation; Travel (mileage reimbursement per IRS schedule); Per Diem allowance for Food. Ted Murphy motioned for the WGSA to adopt the West Goshen Township policies for travel mileage and per diem rate. Seconded by Tina Smith. Approved 5-0.

Ted Murphy recommended the Board consider including in future Authority annual budgets a line item for Travel/Conference Attendance. **ACTION: Mike Moffa**

12. Any Other Business:

No new business items were raised.

Walt Wills motioned to adjourn the meeting at 9:18 PM, seconded by Phil Corvo.
Approved 5-0.

Respectfully submitted,

Shaun Walsh,
Secretary