

**EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY
MEETING MINUTES
December 10, 2012**

The East Goshen Township Municipal Authority held their regularly scheduled meeting on Monday, December 10, 2012 at 7:00 pm at the East Goshen Township building. Members in attendance were: Chairman Dana Pizarro, Vice Chairman Fran Beck, Jack Yahraes, and Kevin Cummings. Also in attendance were: Rick Smith (Township Manager), Dan Barbato and Tim Daily (Pennoni), Scott Towler (BFES), Walter Wujcik, Conservancy Board and Erich Meyer, Park & Recreation Commission.

COMMON ACRONYMS:

<i>BFES – Big Fish Environmental Services</i>	<i>MA- Municipal Authority</i>
<i>BOS – Board of Supervisors</i>	<i>NPDES – National Pollutant Discharge Elimination System</i>
<i>CB – Conservancy Board</i>	<i>PC – Planning Commission</i>
<i>DEP – Department of Environmental Protection</i>	<i>PR – Park & Recreation Board</i>
<i>EPA – Environmental protection Agency</i>	<i>RCSTP – Ridley Creek Sewer Treatment Plant</i>
<i>HC – Historical Commission</i>	<i>SBR – Sequencing Batch Reactor</i>
<i>I&I – Inflow & Infiltration</i>	<i>SSO – Sanitary System Overflow</i>
<i>LCSTP – Lochwood Chase Sewer Treatment Plant</i>	<i>WAS – Waste Activated Sludge</i>

Call to Order & Pledge of Allegiance

Dana called the meeting to order at 7:00 pm and led those present in the Pledge of Allegiance. There was a moment of silence to remember the troops. Dana asked if anyone would be recording the meeting and there was no response.

Chairman’s Report

1. Kevin attended the West Goshen Sewer Authority meeting on December 5, 2012. They are still disputing the TMDL and other municipalities may do the same.

Approval of Minutes

The Chairman noted that the minutes of the November 12, 2012 meeting were approved as corrected.

Approval of Invoices

1. Jack moved to approve payment of 3 Pennoni invoices:

#527785	\$6,344.75
#527786	\$ 747.00
#527787	\$2,366.50

Kevin seconded the motion. The motion passed unanimously.

2. Fran moved to approve payment of the Gawthrop Greenwood invoice #103561 for \$1,121.00. Jack seconded the motion. The motion passed unanimously.

Liaison Reports

1. Conservancy Board – Walter reported the Board is getting pricing for trees to be planted along E. Boot Road near the Plank House. They will be planted in the Spring. The Board is getting fencing to protect the trees in Supplee Valley East from deer.

Financial Reports

1. Jon Altshul, CFO, provided reports with the following comment: The Municipal Authority recorded \$18,832 in expenses and \$41,069.24 in revenues (primarily from a \$41,066 transfer from the Sewer Operating Fund) in the month of November, a difference of \$22,237.24. The fund balance is now \$59,276.05.

Note that the beginning of the month fund balance for November as provided in the attached financial report is \$12 less than was reported to you as a month end fund balance in last month's report. This is due to a wire transfer fee that had not been recorded when we did last month's report. Also, please be aware that we are in the process of moving the Municipal Authority's bank account with Beneficial (which has a balance of \$33,193.71) to DNB First Bank beginning January 1, 2013, because Beneficial will begin charging a monthly maintenance fee that will exceed any interest income on all municipal accounts.

Finally, please be advised that we will be processing the 4th quarter administrative overhead chargeback to the Municipal Authority in the amount of \$8,391.94 later this week. That charge will show up in the final 2012 financial report next month.

Rick mentioned that the Authority will get a breakdown of the overhead charges.

Old Business

None

Goals

Dana will prepare a report listing the goals for 2013 for the January ABC meeting.

New Business

1. The Authority needs to execute the Hershey's Mill Village sewer easement agreement. Jack made a motion to authorize the Chairman and the Secretary of the Municipal Authority to execute the agreement. Fran seconded the motion. The motion passed unanimously.

2. The Authority reviewed the proposed fee schedule for 2013 from Pennoni. Kevin made a motion to authorize Pennoni as the Engineer for the Municipal Authority for 2013 with increased rates for the Project Engineer and Graduate Engineer. Fran seconded the motion. The motion passed unanimously.

Capacity Requests

1. New Kent – The Authority reviewed the request from New Kent Apartments for sewage flow allocation for the new 12 unit apartment building they propose to construct. Jack moved to approve the request subject to the normal conditions for tap-in fees, etc. Fran seconded the motion. The motion passed unanimously.

Sewer Reports

1. **Mark Miller, Director of Public Works**, provided the following report for November:
Meters - Have been read on a daily basis with no problems to report. All of the portable flow meters have been installed. They are being read on a weekly basis.
CC Collection: All pump stations were visited on a daily basis, routine maintenance was performed.
RC Collection: Hunt Country Pump Station was visited on a daily basis. No problems to report.

RC Plant: Routine maintenance was performed. The materials for the wet well disconnects arrived and Lenni Electric will schedule the install.

Lockwood Plant: PECO shut down the power to the Lockwood plant.

Alarms: We responded to a few alarms. All were cleared and all stations put back in service.

PA One Calls: We received 73 PA One calls for the month of November.

2. **Dan Barbato, Pennoni, provided the engineer's report:**

Invoices: Invoices with summaries are provided under separate cover.

Ridley Creek Sewage Treatment Plant (RCSTP) – Pennoni submitted a final report to the Authority on troubleshooting phosphorus issues at RCSTP. The report was the result of collaboration between Pennoni, the plant operator, and the Municipal Authority Board, and it was sent to DEP with the Authority's cover letter and the Operator's SOP for the plant.

MS4 Submission – DEP requested accurate mapping showing streams and outfalls. We obtained GIS map layers from Chester County and created a new working map showing roads, streams and parcels. We updated the map which can be used by the Township for general mapping needs. We responded to DEP comments on December 5th.

Hershey's Mill PS Diversion & Reserve PD Elimination – DEP issued the Water Quality Management Permit for the Hershey's Mill PS Diversion on November 26, 2012. All permits are now in place. We are coordinating with the Township to perform soil borings, including preparation of boring logs, for inclusion in the bid package for use by directional drillers in bidding. Following the borings, the bid package will be finalized and put out to bid.

DEP approved the Reserve PS Closure Plan on November 19, 2012. All permits are now in place; however, the GP-5 "Utility Line Stream Crossing" permit does not allow any construction between March 1 and June 15 because the Ridley Creek tributary is a protected water use for trout stocking. We are attempting to obtain a waiver from this requirement from PA Fish and Boat Commission.

The Reserve PS plans have been fully revised for the re-aligned sewer to the north side of the pump station and further north of the Schroeder property. An informal plan resubmission was made to the Chester County Conservation District and they determined that the revisions do not warrant a formal resubmission or re-review. An "FYI only" submission will also be made to DEP for their files.

We revised the Reserve PS easement exhibits and legal descriptions for the two parcels affected by the sewer realignment.

We are also coordinating with the Township to perform borings along the Reserve PS sewer alignment to identify any rock outcroppings. No boring logs or soil classifications are required for these borings.

Marydell PS Elimination – We finalized the plans and specifications and solicited the project on PennBID on December 7, 2012. A non-mandatory pre-bid meeting is scheduled for December 19, 2012 at 10:00 am at the Township building. Bids are due January 9, 2013 at 10:00 am with the intent to award the project at the Authority meeting on January 14, 2013. Construction would likely begin in mid to late February, and the contract duration is 120 days.

Hershey's Mill Muffin Monster

We received shop drawings from the Muffin Monster supplier, which we are currently reviewing.

3. **Big Fish Environmental Services, Inc.**, Scott Towler presented a written report. The following is a summary:

Treatment Process Operation

During October, there were no exceedances of the final effluent discharge limitations for outfall 001. There was no discharge from outfall 002. The monthly average total phosphorus concentration was reported as 0.44 mg/L as compared to the discharge limitation of 0.5 mg/L. SBRs #1, 3 and 4 were in service during the month of September. SBR #2 remains out of service and is full of mixed liquor solution. The contents are mixed and aerated to prevent odors. After the SBR sludge wasting rates are lowered, transfer of the mixed liquor will be scheduled.

Addition of aluminum to the SBRs to assist with phosphorus removal continued.

Operation of the actuator valves on the chemical feed lines to the SBRs was observed to remain in the open position when the valve should be closed. The intended design includes opening the valve when SBR enters the desired treatment phase then activating the pump to operate for the desired run time. When the SBR changes treatment phases, the valve closes. As a result, the valves remained opened during several treatment phases providing insufficient control of which SBR was receiving aluminum, volume of aluminum and chosen treatment phase. Gary Roberts from ICI, Siemens Jet Tech SBR process logic controller, was contacted to resolve the issue. On November 19th, plant operators observed someone remotely reviewing the program logic. Gary Roberts reported that he remotely accessed the SBR program and did not observe any issues. On November 20th, the valves were observed to be closed when programmed to be closed. The valve issue appears to have been corrected.

As requested by the Municipal Authority, the Interim Report prepared by Pennoni Associates, Inc. was completed on November 19th and was accompanied by the RCSTP SOP. The interim report and SOP were provided to Dave Wolfinger, PADEP.

Daily monitoring of the influent and final effluent 24-hour composites samples versus grab samples commenced. The location of the influent composite sampler used to determine the loadings from the community was changed to the doghouse manhole within the facility fence line. A grab sample of the final effluent flow equalization basin is analyzed daily for total phosphorus. Collection of centrate grab samples for total phosphorus analysis continued.

Process Monitoring On-Line Instrumentation: As discussed during the November Authority meeting, two firms were contacted regarding available on-line instrumentation that can provide real time data to assist with process monitoring and control for phosphorus removal. Both systems are reported to provide real time phosphorus analysis that can be integrated into the chemical feed delivery systems to maintain efficient chemical use and desired phosphorus concentrations. During the month, sludge wasting and decanting of sludge holding tanks was ongoing. No supernatant was decanted from the sludge holding tanks during sample collection. Process monitoring sampling and testing included pH, total alkalinity and total solids. Sludge holding tank #1 was placed in service. The level at the beginning of the month was recorded as 1.67 feet and the level at the end of the month was 12.67 feet. The initial total solids concentration was

0.58% and ended the month at 0.60% total solids. Sludge holding tank #2 began the month as 0.94% total solids and ended the month at 0.89% total solids. Tank level at the beginning of the month was 15.08 ft and at the end of the month was 7.09 ft.

Minor Repairs and Preventative Maintenance: Utility water strainer cap required replacement. The Township replaced the strainer assembly.

Technicians Flygt Corp. was on site to provide preventative maintenance for the SBR motive pumps. No maintenance was performed due to incorrect lifting hoists (and weather).

The centrifuge remote control panel exhibited an alarm for a failed to open slide gate. Visual inspection noted the slide gate is functioning as intended. The alarm occurs after the machine is shut down suggesting there may be a small air leak to the slide gates. The influent composite sampler controller was returned to Hach Co. for repair. This sampler is located at the influent wet well and used to determine the loadings (community and internal recycle) to the SBRs.

Scott noted that phosphorus was in compliance in October and November.

Kevin doesn't feel a base line has been set yet. He wants to start with the design basis and make changes from there.

Scott pointed out that they are back to regular aluminum sulfate. He explained the operating process and removal of Nocardia. He is noticing some seasonal changes and explained how they handle it.

Dana asked if the database is building. Scott explained the collection of samples and the results. Tim explained several strategies for removal of phosphorus and feels they are getting the phosphorous out.

Kevin feels the sludge age is important. He feels fines may be levied.

Rick mentioned that Scott has collected a lot of data since he took over in February 2012. Rick suggested updating the numbers for November and send another letter to Wolfinger stating that 2 months (Oct & Nov) have been good.

Kevin wants to replace the Neptune pump with an appropriate size pump, 0-100% or 0-50%, that is easily controllable. Tim said it would cost about \$900. The Authority approved this purchase. Scott provided handouts with information on the Phosphorus control equipment. Kevin asked for references. Scott feels they can get the equipment as a loaner for 3-4 months. Kevin asked Scott to get pricing on multi-port equipment. Scott will have the information at the January 2013 meeting.

Any Other Matter

1. Jack feels West Goshen may form an MS4 committee. Kevin commented that West Goshen wants storm water management to be separate from Municipal Authority when it is required.

2. Jack mentioned that Joe McCawley has resigned after many years of service. He said that Joe was the right man at the right time and did a great job with the negotiations with Clinger.

3. Jack reminded the other members that new officers take over next month. The newest member will be the Assistant Secretary/Treasurer.

Correspondence

1. Dana acknowledged receipt of letter regarding Phase II Applebrook development in Willistown.

Adjournment

There being no further business, Joe moved to adjourn the meeting. Fran seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:50pm.

Respectfully submitted,

Ruth Kiefer
Recording Secretary