

**EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY
MEETING MINUTES
March 10, 2014**

The East Goshen Township Municipal Authority held their regular public meeting on Monday, March 10, 2014 at 7:00 pm at the East Goshen Township building. Members in attendance were: Chairman Jack Yahraes, Fran Beck, Dana Pizarro, Kevin Cummings and Ed McAssey. Also in attendance were: Rick Smith (Township Manager), Bob Adams (Attorney), Carmen Battavio (Township Supervisor), Scott Towler (BFES), Mike Ellis (Pennoni), and Patrick McKenna (Gawthrop Greenwood).

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 – Lockwood Chase Sewer Treatment Plant</i>	<i>WAS – Waste Activated Sludge</i>

Call to Order & Pledge of Allegiance

Jack 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 and all veterans. Jack asked if anyone would be recording the meeting and there was no response.

Introduction

Bob Adams introduced Patrick McKenna, a member of the Gawthrop Greenwood law firm. Patrick will attend meetings for Bob as needed.

Chairman’s Report/Other Members’ Reports

Jack attended the West Goshen meeting. Westtown had one of their pumps crack and it is being repaired.

Approval of Minutes

Dana moved to accept the minutes of February 10, 2014 as corrected. Fran seconded the motion. The motion passed unanimously.

Approval of Invoices

1. Dana moved to approve payment of the following Pennoni invoices:

- a. Pennoni #580215 \$ 4,431.25
- b. Pennoni #580216 \$ 1,211.00
- c. Pennoni #580217 \$ 5,676.25

Fran seconded the motion. The motion passed unanimously.

2. Dana moved to approve payment of the Gawthrop invoice #116912 for \$160.00. Fran seconded the motion. The motion passed unanimously.

Liaison Reports

Board of Supervisors – Carmen mentioned that widening and striping of Boot Road between Route 202 bypass and Wilson Drive is being discussed again. The BOS has prioritized the ABC's 2014 goals.

Financial Reports

Jon Altshul's March 6, 2014 Financial Report for February 2014:

The Municipal Authority recorded \$10,371 in revenues and \$13,724 in expenses in February, a difference of -\$3,353. Engineering costs for the Reservoir Road Pump station represented the bulk of expenses, while revenues came primarily from Tapping Fees. The fund balance is now \$1,629,050.

Old Business

Capacity – Mike confirmed the daily capacity at RCSTP is 750,000 gallons. Rick mentioned that potential additional flows could come from Hersheys Mill where they have spray irrigation now. Also, along Chester Creek there is potential development of the Hicks Farm and Price property. With the additional flow of 300,000g/day from Reservoir Road Station, the RCSTP will be close to the daily capacity. Rick mentioned that Westtown has some capacity. Kevin commented that when you look at all of the construction planned in West Goshen, at some point in the future, West Goshen may not want to accept our flows.

Goals

1. Rick will bring a copy of the Municipal Authority's mission statement to the next meeting for review.
2. Jack will submit an article for the next newsletter which is due 4/30/14.
3. BOS Goal - Obtain PA DEP approval for the Act 537 Plan revision for the Reservoir Road Pump Station by Dec. 31. 2014. See Pennoni's report for details.
4. BOS Goal -Develop a recommendation on covers for the SBRs – August 1. 2014. Mike met with a vendor of flexible covers. He is getting the information for a proposal. So far there have been no complaints from residents.
5. I&I Plan – Need to find out when Mark Miller will start the smoke testing.

New Business

1. Bog Turtle Survey – The Authority received quotes from 3 companies:
 - a. Conestoga-Rovers & Associates \$3,700.00
 - b. Aqua-Terra Environmental Ltd \$3,150.00
 - c. Clemmys Environmental Scvs \$2,770.01

Mike commented that they have no experience with any of these companies. He spoke with them. Conestoga and Aqua also do botany surveys. Conestoga can do the survey next week and have the report by the Authority's April meeting. Aqua is not sure they can have a report for the April meeting. Kevin made a motion to negotiate with Conestoga to do the project for \$3,150. If not, then go with Aqua-Terra. Ed seconded the motion. The motion passed unanimously. Mike will call them.

Capacity Requests

1. 211 Ellis Lane – 1 EDU – existing house. This is for a resale and they hired a contractor. Kevin made a motion to grant their request for capacity. Fran seconded the motion. The motion passed unanimously.
2. 195 Wyllpen Circle – Edu – existing house. This property is near Arrowhead Camp. The existing house will be demolished and a new house will be built. The owner wants the township to do the work. Rick advised him to talk to his neighbors to see if any of them want to hook in to the sewer. Kevin suggested sending a letter to the neighbors. Kevin made a motion to grant their request for capacity. Fran seconded the motion. The motion passed unanimously. Bob will prepare the agreement.

Sewer Reports

1. Mark Miller, Director of Public Works - January & February 2014 monthly report.

Meters: All meters were read on a daily basis. The new meter was installed at Wilson Drive. The portable meters are still being used. The data is being sent to Mike Ellis. The calibrations were not completed during January due to weather. They are scheduled for later this month.

C.C. Collection: The pumping stations were visited on a daily basis. We replaced the valve pit top at the Ashbridge Pumping Station. We had a problem with the chemical feed corporation that ties into the force main when a piece of the top fell on the corporation breaking the valve. We had to utilize a pump truck while we shut the station down to make the repair. The DEP was notified via phone. We also filled out the emergency incident report and sent it to the DEP. We responded to two sewer lateral backups during the month of February. We plunged the lateral line and cleared the blockage.

R.C. Collection: We have been working on raising and sealing the manholes on the interceptor line to Ridley Creek as weather permits. To date, we have done 16 manholes.

R.C. Plant: The utility waste water pump that was pulled in December has been rebuilt. We will get it installed as weather permits.

Alarms: We responded to dozens of alarms since the 1st of the year. Most of them were caused by weather, such as power outages. The generators were utilized for days during the ice storm. We ended up hauling fuel in on a daily basis. However, there were no problems with any of the equipment while we were without power.

PA One Calls: We received 55 PA One calls since January.

2. Pennoni – Mike Ellis gave the following report for February:

RCSTP – Pennoni continues to provide operations assistance as needed. No issues were brought to our attention in February.

Reserve PS Elimination – We are still awaiting several contract closeout documents from the contractor before final payment can be made including as-built plans, a letter from the geotechnical engineer confirming adequate backfill compaction within the detention basin berm, written notification that they will return in the spring to remove the filter sock along the creek, contractor's release, statement of surety, and maintenance bond. The contractor has not indicated when these documents will be provided.

Chapter 94 Annual Reports – We continued data analysis, projections, and report preparation for the Ridley Creek STP and West Goshen reports. Final drafts of both reports should be completed by March 14. A draft of the Westtown report was previously completed and forwarded to the Township for review.

Reservoir Road Pump Station Act 537 Plan – We received a response letter from the PA Dept. of Conservation & Natural Resources (DCNR) and they are requiring a field botanical survey of potential threats to four special concern plant species. We are preparing photo documentation and other justification to submit to the DCNR in an effort to eliminate this requirement. If a field botanical survey is still required, it will not be performed until the spring growing season, likely in late April or May.

We received a response letter from the PA Historical & Museum Commission (PHMC) requiring an archaeological study of the project area. We coordinated with the PHMC to revisit the need for such a study since nearly all work is within existing roads and previously excavated easements. The PHMC then issued a revised letter that a study is not required for the proposed route. If the force main route is revised to run through the intersection of Strasburg Rd and Rt 352, they likely will require an archaeological study of that specific Rocky Hill Historic District area.

We received a response letter from the U.S. Fish & Wildlife Service (F&W) requiring a Phase 1 bog turtle habitat assessment of the entire project area. A Phase 2 bog turtle survey could be required if habitat is found in Phase 1 and adverse impacts to the habitat cannot be avoided. We are coordinating with bog turtle consultants to obtain pricing and scheduling to perform the Phase 1 assessment in time for consideration by the Authority at the March MA meeting.

We continued preparation of the Act 537 Plan report and plot plan. We intend to submit to the County and Township review agencies by March 21.

Tentative Act 537 planning schedule (assuming no botanical survey of Phase 2 bog turtle screening):

	<u>Estimated date</u>
• Submit to County & Township Agencies	March 21, 2014
• Phase 1 Bog Turtle Habitat Assessment	April 4, 2014
• 60-day County and Township Review period	May 21, 2014
• Revisions per Agency Comments	May 28, 2014
• 30-day Public Comment Period	July 4, 2014
• East Goshen & West Goshen Twp. Adoption	July 31, 2014
• PADEP Review & Approval (120 days)	December 15, 2014

Semi-Annual I/I Report – We received portable meter data for the past six-month period and we have begun to analyze the flows. We will prepare and issue the report prior to the April MA meeting.

New Sewer Connections – we reviewed a sketch plan for a new grinder pump and low pressure sewer lateral at 211 Ellis Lane, and we forwarded comments to the Township.

3. Big Fish Environmental Services – The following is a summary of Scott’s report for January 2014:

Treatment Process Operation- During January 2014, there were no exceedances of the final effluent discharge limitations for Outfall 001 and Outfall 002.

The monthly average total phosphorus concentration was 0.26 mg/L as compared to the discharge limitation of 0.5 mg/L. During the month, the final effluent total phosphorus concentration discharged ranged from 0.12 mg/L to 0.39 mg/L.

There was no discharge to Applebrook, Outfall 002, during January 2014.

During the month of February 2014, there are no anticipated exceedances of the permitted effluent discharge limitations.

The final effluent CBOD5 sample data for the composite sample collected on February 4, 2014 was lost due to a power failure at the certified laboratory as a result of the snow/ice storm during February 3 & 4. The laboratory provided a letter that will be included in the eDMR submission to PADEP. A COD analysis was performed resulting with a concentration typical of CBOD5 of less than 10 mg/L (as determined using data collected through on site analysis).

During February 2014, there was no discharge to Applebrook.

The influent wastewater pollutant concentrations and loading entering the wastewater treatment facility remained within the design concentrations and loadings. Composite samples are collected at the influent doghouse manhole and influent wet well. The influent flow meter reading is collected from the influent flow meter located prior to the Screening Building, excluding the internal recycle flows.

SBRs #1, 3 and 4 were in service during the month of February.

Process monitoring of each SBR included ammonia as N, Nitrite as N, Nitrate as N, COD, SSV, MLSS and total phosphorus. Foam concentrations were reduced and eliminated during the month of February. Increased sludge wasting and process monitoring to lower the LMSS inventory was implemented. The lower biomass MLSS concentration combined with the lower SBR temperatures contributed to a slight increase in the final effluent ammonia as nitrogen concentration. The effluent remains in compliance with the NPDES permit discharge parameters.

Daily monitoring of the influent and final effluent 24-hour composites samples for total phosphorus is ongoing. Daily analysis of the final effluent flow equalization grab sample total phosphorus is ongoing. Sample collection and analysis of the influent wastewater collected at the influent pump station wet well is ongoing.

Addition of aluminum sulfate solution to the SBRs to assist with phosphorus removal continued. The volume of aluminum sulfate solution to the SBRs was reduced during February. The addition of soda ash to the SBRs to assist with maintaining desired pH concentrations above 7.0 standard units continued during the month. There was an overall reduction in the soda ash addition to the SBRs during February, however, an increased amount was added to the sludge holding tanks.

SBR #2 remains out of service as a treatment unit, however, partially filled with MLSS which is continuously mixed and aerated. SBR #2 was periodically placed in service to assist with managing periods of high flow. The majority of the contents were transferred to the sludge holding tanks.

During the month, the decanter for SBR 3 continued to be periodically observed as being slightly tilted within the water level. The effluent knife valve was routinely closed and the decanter filled with water to assist with lowering the decanter within the water level. The frequency of occurrence ranged from one to several occurrences during the month.

Process Monitoring On-Line Instrumentation: Representatives from the Hach Co. were contacted regarding the incorporation of pH monitoring in conjunction with the DO monitoring of the SBRs. A proposal from Hach is under development.

Solids Dewatering and Disposal: February 2014

During the month, sludge wasting to the sludge holding tanks and decanting of the sludge holding tanks was ongoing. Process monitoring included pH, total alkalinity and total solids. Sludge holding tank #1 was in service. The level at the beginning of the month was 13.44 feet and the level at the end of the month was 11.01 feet. The initial total solids concentration was 0.87% and ended the month as 0.93% total solids. 211,400 gallons of supernatant were decanted

during the month. A total of 1,000 pounds of soda ash were added during the month for pH adjustment.

Sludge holding tank #2 was in service. The level at the beginning of the month was 10.90 feet and the level at the end of the month was 15.28 feet. The initial total solids concentration was 0.88% and ended the month as 0.96% total solids. 204,206 gallons of supernatant were decanted during the month. A total of 650 pounds of soda ash were added during the month for pH adjustment.

Significant storm/hydraulic Loading Events – On Saturday, February 8, 2014, a hydraulic loading to the wastewater treatment plant exceeding 100% was sustained for a continuous period of approximately 5 hours. The “high flow” event was managed utilizing manual diversion of flow to the offline SBR basin (SBR#2). No exceedances of the final effluent discharge limitations were experienced during this event.

On Friday, February 21, 2014, a hydraulic loading event to the SBRs was observed. This event consisted of an influent hydraulic flow rate at or exceeding 100% of the design hydraulic capacity for approximately 14 hours. No exceedances of the permitted effluent discharge limitations were experienced during this event.

On Saturday, February 22, 2014, a hydraulic loading event to the SBRs was observed. This event consisted of an influent hydraulic flow rate at or exceeding 100% of the design hydraulic capacity for approximately 12 hours. No exceedances of the permitted effluent discharge limitations were experienced during this event.

Minor Repairs and Preventive Maintenance

1. Drained and cleaned disc filters once during the month
2. Installed a valve on the potable water line to the decommissioned soda ash mix tank.
3. Installed a hose bib on the non-potable water line adjacent to SBR #3/SBR control room.
4. Removed the soda ash feed tank from the existing blower/Laboratory building.

Any Other Matter

1. Computerized Maintenance Program - Scott recommended moving to a computerized maintenance program. The cost is about \$3,500. It can be managed at the Plant or the Township Office by Sue. Reports will be easier to get. Right now the records are kept manually in a log book. Equipment can be put in an inventory along with the cost. Also, it will notify automatically when maintenance is needed. Kevin would want some history included. Bob agrees that this could show maintenance trends. Carmen suggested that Jon Altshul look at the proposal too.

2. Rick announced that the Township settled with Miller Environmental and received \$180,000.

Adjournment

There being no further business, Fran moved to adjourn the meeting. Dana seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:30 pm.

Respectfully submitted,

Ruth Kiefer
Recording Secretary