

EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY
MEETING MINUTES
April 21, 2014

The East Goshen Township Municipal Authority held their regular public meeting on Monday, April 21, 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), Mark Miller (Director of Public Works), Scott Towler (BFES), Mike Ellis (Pennoni), and Walter Wujcik, Conservancy Board.

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.

Chairman’s Report/Other Members’ Reports

None

Approval of Minutes

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

Approval of Invoices

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

- a. Pennoni #584215 \$ 5,909.00
- b. Pennoni #584216 \$ 1,610.25
- c. Pennoni #584218 \$ 7,198.00

Fran seconded the motion. The motion passed unanimously.

2. Kevin moved to approve payment of the following Gawthrop invoices:

- a. Gawthrop #118753 \$ 960.00
- b. Gawthrop #117715 \$ 700.00

Fran seconded the motion. The motion passed unanimously.

Liaison Reports

Conservancy Board – Walter reported that the CB is having their spring planting on Saturday, June 14, 2014 at East Boot Road. They will fill in some more trees. Keep East Goshen Beautiful Day was not as well attended because of the trip to Washington DC and the Electronics Recycling event at East Goshen Park. He mentioned that the CB still has 2 vacancies.

Financial Reports

1. Jon Altshul’s April 3, 2014 Financial Report for March 2014:

The Municipal Authority recorded \$4,561 in revenues and \$20,062 in expenses in March, a difference of -\$15,501. Engineering expenses and the quarterly administrative overhead chargeback represented the bulk of expenses, while revenues came primarily from Tapping Fees for two lots in Sorrell Hill. The fund balance is now \$1,613.549.

2. 1st Quarter Municipal Authority chargeback expenses:

a. ABC services (preparing & distributing packets)	\$1,771.38
b. Secretarial services (taking & preparing minutes)	\$ 210.00
c. Director of Finance/Treasurer	\$1,166.62
d. Staff Accountant	\$ 886.34
e. Director of Public Works	\$1,873.56
f. Manager	<u>\$2,135.12</u>
Total	\$8,043.02

Ed made a motion to approve payment of the chargeback expenses. Dana seconded the motion. The motion passed unanimously.

Old Business

None

Goals

1. Rick provided copies of the By-Laws but was unable to find a Mission Statement. Jack will check his files.
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. Ready to submit to the County. See Pennoni’s report for details.
4. BOS Goal -Develop a recommendation on covers for the SBRs – August 1. 2014. A brief study will be ready for review at the May meeting.
5. Respond to capacity request in 45 days or less:
 - a. 211 Ellis Lane – 1 EDU existing house
 - b. 195 Wyllpen Place – 1 EDU existing house.
6. Continue to implement I&I - Mark Miller has started the smoke testing.
7. RCSTP was in compliance with NPDES permit January, February and March

New Business

1. Bog Turtle Habitat Assessment was done by Conestoga-Rovers at the negotiated price of \$3,150. Mike walked the area with them. Several wetlands near the plant contain habitat suitable to support bog turtles. An alternate access route will be built using a temporary crossing over the creek from Bow Tree. If we avoid these wetlands, then Phase 2 survey/Phase 3 trapping will likely not be required.

2. Portable Meters – Mark Miller requested approval to replace two of the portable flow meters. They have been used for 7 years and parts are no longer available. The quote from North East Technical Sales is \$5,941 for two portable meters, which includes software and USB cables. Ed made a motion to approve the purchase of 2 portable meters for \$5,941. Fran seconded the motion. The motion passed unanimously.

Capacity Requests

None

Sewer Reports

1. Mark Miller, Director of Public Works - March 2014 monthly report.

Meters: All meters were read on a daily basis. We pulled the portable meters. They were sent out for calibration.

C.C. Collection: We televised 2000 feet of pipe in Supplee Valley along the creek. We also repaired a dozen cleanout pipes that were damaged over the winter.

We visited all pump stations on a daily basis. We experienced a problem at the Hershey Mill Pump Station when the main controller malfunctioned. In order to keep the station operational, we had to operate the VFD's in the bypass mode.

R.C. Collection: The Hunt Country pump station was visited on a routine basis with no problems to report.

R.C. Plant: We started pulling the wet well pumps out for routine maintenance. Two are completed and the final one will be pulled this week. Once they are done, we will begin to pull the SBR pumps.

Alarms: We responded to 27 alarms for the month of March.

PA One Calls: We received 78 PA One calls in March.

Ashbridge Force Main – Mark reported that on 3/16/14 the Police Department called to report water coming up thru Manley Road. When he arrived at the intersection of Manley Road and Pheasant Run Road, it was apparent that the 6” force main was broken. They called in a PA One call and began to saw cut the roadway. The roadway was 12” thick. They dug most of the day but were unable to locate the problem. They barricaded the area and came back on Monday. Pump trucks were brought in to pump and haul through the night. On Monday, they located the break and made repairs. The Force Main was put back in service at 2:30 pm.

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

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

Reserve PS Elimination – The contractor has provided two of the required contract closeout documents including a letter from the geotechnical engineer confirming adequate backfill compaction within the detention basin berm and a final payment request. We have notified the contractor that they still need to provide as-built plans, written notification that they will return in the spring to remove the filter sock along the creek (or removal of the filter sock now that it is spring), contractor's release, statement of surety, and maintenance bond confirmation before final payment can be made.

Chapter 94 Annual Reports – We completed the reports for the Ridley Creek STP, West Goshen Service Area, and Westtown Service Area and submitted them to PADEP on March 26, 2014.

Reservoir Road Pump Station Act 537 Plan – We coordinated with Conestoga-Rovers & Associates (CRA) to perform the Phase 1 bog turtle habitat assessment, and we were on-site during the field assessment. CRA submitted a summary memo to the Township on March 20, 2014. CRA will also submit a report to the U.S. Fish & Wildlife Service (USFWS) and coordinate project requirements with them due to presence of bog turtle habitat in certain isolated areas within the project limits. We do not expect that a Phase 2 or Phase 3 bog turtle study will be needed.

Following the bog turtle habitat assessment, we revised the force main routing and construction access route to avoid bog turtle habitat and wetlands. The force main is now proposed to run around the perimeter of the pond in Bow Tree instead of through an existing sewer easement behind Achom Way. The construction access route to the connection point at the Ridley Creek Interceptor is now proposed to be around the Bow Tree pond and across the Ridley Creek with a temporary bridge (instead of accessing the site from the RCSTP). We anticipate one new sewer easement will be needed for this revised routing through a residential property on the north side of the Bow Tree pond.

We prepared plot plans for the revised routing including existing conditions from available topographic and parcel GIS data, Bow Tree Land Development Plans, and in-field wetlands and treeline observations (no field survey was performed). We completed the proposed plot plans for the currently proposed project extents.

We are completing the Act 537 Plan report, and we anticipate making submissions to the East Goshen Township Planning Commission, West Goshen Township Planning Commission, Chester County Planning Commission, Chester County Health Department, and West Goshen Sewage Treatment Plant operator by April 18, 2014.

As previously reported, the PA Department of Conservation and Natural Resources (DCNR) is requiring a field botanical survey of potential threats to four special concern plant species. We have prepared photo documentation of the revised force main routing, and we will be coordinating with the DCNR in an effort to eliminate this requirement. If a field botanical survey still ends up being required, it will likely need to be performed in May, during the spring growing season.

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

	<u>Estimated date</u>
• Submit to County & Township Agencies	April 18, 2014
• USFWS Bog Turtle Habitat Coordination	June 18, 2014
• 60-day County and Township Review period	June 18, 2014
• Revisions per Agency Comments	June 25, 2014
• 30-day Public Comment Period	July 28, 2014
• East Goshen & West Goshen Twp. Adoption	August 8, 2014
• PADEP Review & Approval (120 days)	December 15, 2014

Semi-Annual I/I Report – We analyzed portable and permanent meter data for the past six-month period, and we met with Rick Smith and Mark Miller to discuss the findings and recommendations for investigations and metering in the next six months. We also updated our Township-wide sewer mapping based upon the Township’s GPS-surveyed manhole locations. We completed and submitted the semi-annual report.

New Sewer Connections – We reviewed additional sketch plan information for a new grinder pump and low pressure sewer lateral at 211 Ellis Lane, and we discussed the project scope and comments with the contractor. We also forwarded comments to the Township.

We received a design plan and report submission for a new private wastewater pump station for Acero Precision at 1340 Enterprise Drive, and the documents are currently under review.

Fairway Village Manhole Lining – We coordinated with a contractor to obtain a cost proposal and schedule for a demonstration installation of the SprayWall monolithic polyurethane interior manhole lining system to remedy deterioration within the former Reserve Pump Station force main discharge manhole. We forwarded a summary memo to the Municipal Authority for consideration.

RCSTP Tank Covers – The evaluation of flexible tank cover alternatives and preparation of a brief study report will be completed and submitted prior to the May Municipal Authority meeting.

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

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

The monthly average total phosphorus concentration was 0.31 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 0.11 mg/L to 0.50 mg/L.

There was no discharge to Applebrook, Outfall 002, during February or March 2014.

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 remain reduced during the month of March. Increased sludge wasting was continued to maintain lower the MLSS concentrations. The slight increase in wastewater SBR temperatures has contributed to lowering the final effluent ammonia as nitrogen concentration during the last week of March. 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 has remained consistent during March. The addition of soda ash to the SBRs to assist with maintaining desired pH concentrations above 7.0 standard units continued during the month. Soda ash addition to the SBRs during March remained consistent around 273 pounds per day.

SBR #2 remains out of service as a treatment unit, however, partially filled with MLSS which is continuously mixed and aerated. The majority of the contents were transferred to the sludge holding tanks.

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. The SBR is planned for removal from service during May for inspection.

Solids Dewatering and Disposal: March 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 12.17 feet and the level at the end of the month was 12.91 feet. The initial total solids concentration was 0.81% and ended the month as 1.20% total solids. 340,465 gallons of supernatant were decanted during the month. A total of 350 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 12.40 feet and the level at the end of the month was 5.37 feet. The initial total solids concentration was 0.98% and ended the month as 0.67% total solids. No supernatant was decanted during the month. A total of 1,200 pounds of soda ash were added during the month for pH adjustment.

Significant storm/hydraulic Loading Events – On Saturday and Sunday, March 29th and 30th, the area experienced continuous rainfall. The facility exceeded the average daily design flow of 0.750 MGD on Sunday, March 30th through recording an effluent flow of 0.795 MGD through outfall 001. The Effluent clarity remained good and compliance samples collected on April 1, 2013 are within permit discharge limitations.

Minor Repairs and Preventive Maintenance

1. Replaced a ballast in UV bank #2
2. Replaced the spider gear coupling for disc filter #1
3. Removed containment tank wall from the soda ash feed tank area within the blower/laboratory building.
4. Township staff installed influent pump #1. Pump was returned to service.
5. Township staff removed influent pump #3 for inspection and seal replacement.

Any Other Matter

1. In a letter dated April 16, 2014, Mike explained that the effort to prepare the Act 537 Plan Update report and plot plans has exceeded the budget of Phase 3 “Act 537 Plan Update” of the approved Act 537 Plan proposal due to the extra routing of the force main to the interceptor and unexpected regulatory agency coordination. The additional effort is expected to be approximately \$7,500 to complete this phase of the project. They are requesting extra funding. Fran moved to increase the Phase 3 budget by \$7,500. Dana seconded the motion. The motion passed unanimously.

2. In a memo dated April 17, 2014 regarding SprayWall® Mike explained that the former discharge manhole of the Reserve Pump Station force main was found to have interior deterioration during the pump station diversion project. The manhole is located at the entrance to Fairway Village. They have coordinated with a contractor, Abel Recon, to obtain discounted pricing to rehabilitate the manhole interior with the proprietary SprayWall® a spray-on manhole coating system. Abel Recon is the only local contractor approved by the manufacturer to install this product. Abel Recon has proposed to perform the lining as a product demonstration for

\$2,500. This pricing is based upon the Township providing any required traffic control. Mike provided a sample of the lining. Ed moved to approve purchase of the StrayWall® product for \$2,500. Dana seconded the motion. The motion passed unanimously.

Adjournment

There being no further business, Fran moved to adjourn the meeting. Kevin seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:15 pm.

Respectfully submitted,

Ruth Kiefer
Recording Secretary