

EAST GOSHEN MUNICIPAL AUTHORITY

December 14, 2015

7:00 PM

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE
 - a. Ask if anyone will be taping the meeting?
2. CHAIRMAN'S REPORT/OTHER MEMBERS REPORTS
3. SEWER REPORTS
4.
 - a. Director of Public Works Report
 - b. Pennoni Engineer's Report
 - c. Big Fish Environmental Inc. Report with DMR's
3. APPROVAL OF MINUTES
 - a. November 9, 2015
4. APPROVAL OF INVOICES

a. Pennoni	Invoice #665054	\$ 172.50
b. Pennoni	Invoice #665055	\$ 86.25
c. Pennoni	Invoice #665360	\$6,690.75
d. Gawthrop	Invoice #137649	\$ 380.00
e. Gawthrop	Invoice #139094	\$ 780.00
f. Shainline Excavating	#39818	\$1,900.00
5. LIAISON REPORTS
6. FINANCIAL REPORTS
 - a. November 2015 Report
7. OLD BUSINESS
8. GOALS
 - a. Submit an article for each newsletter – Due date for newsletter
Need by 1/30/15 – Jack - Completed
Need by 5/1/15 – Dana - Completed
Need by 8/31/15 - Ed - Completed
Need by 10/30/15 – **Dana - Completed**
 - b. Obtain construction permits for the Reservoir Road Pump Station – December 31, 2015 2/6 – Test boring done, meeting with Mike to review preliminary site plan

and discuss control options. 3/9 concept design completed, met with PA DEP. 5/11 stormwater perc test completed, scheduled to meet with CCCD on 5/21 6/8 Nothing unusual from our meeting with CCCD. Rick and Mark need to met with WG to discuss control process. 6/22 WG is ok with proposed control process

- c. Attend West Goshen Meetings quarterly – more often if needed.

- 1st Quarter – Jack - Completed
- 2nd Quarter – Jack - Completed
- 3rd Quarter - Ed - Completed
- 4th Quarter

- d. Respond to capacity requests in 45 days or less. **930 North Chester Road, 3 & 5 School Lane**
- e. Continue to implement I & I Plan 5/11 meeting with Mike on 5/13 to review plan
- f. Operate RCSTP in compliance with NPDES Permit February, April, May, June, July, August, September, **October**

9. NEW BUSINESS

- a. Consider 2016 ABC Goals
- b. Appointment of Solicitor
- c. Reservoir Road Reallocation of Budget
- d. Consider proposal for preparation of O&M Manual
- e. Big Fish Price Increase
- f. Pennoni 2016 Fee schedule

10. CAPACITY REQUESTS

- a. 942 Cornwallis Drive Sewer Capacity

11. ANY OTHER MATTER

12. CORRESPONDENCE AND REPORTS OF INTEREST

- a. East Goshen Township Comprehensive Plan 2015

13. PUBLIC COMMENT

14. ADJOURNMENT

EAST GOSHEN MUNICIPAL AUTHORITY
EAST GOSHEN TOWNSHIP
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

December 11, 2015

To: Municipal Authority
From: Mark Miller
Re: November 2015 Monthly Report

Meters: We checked all meters once a week, no problems to report.
Average Flow – 820,362
November Precipitation – 1.97

C.C. Collection: We checked all pumping stations on a daily basis with no problems to report. We will be pulling pumps this month as part of our routine maintenance.

We replaced the manhole castings on Amstel Way; they were the old style lids. We will be replacing several others in the neighborhood.

R.C. Collection: All pump stations were visited on a routine basis with no problems to report. Building maintenance was performed in house.

I was asked to take a tour of the West Goshen plant last week. I asked Jack if he wanted to take a field trip; we toured the plant with David Woodward and their new Engineer. We can talk at our meeting.

R.C. Plant: Was visited on a routine basis with no problems to report.

Re-sale Inspections:

Alarms: We responded to 2 alarms for November.

PA One Calls: We received 31 PA One calls for November.



MEMORANDUM

TO: East Goshen Municipal Authority Board
Rick Smith, Township Manager

FROM: Michael Ellis, P.E.
Authority Engineer

DATE: December 10, 2015

SUBJECT: Engineer's Report

Invoices

- Invoices with summaries are provided under separate cover.

Ridley Creek Sewage Treatment Plant (RCSTP)

- We met with the PW Department to determine the desired content for a new Standard Operating Procedures / O&M Manual for the RCSTP and the Township's pump stations. A proposal to prepare the Manual was submitted.

Reservoir Road Pump Station

- Soft dig test pits at the proposed petroleum products pipeline crossings were performed on November 13, 2015. We observed and documented the pipeline locations and depths. Design plans were updated and resubmitted to the three utility companies for approval of the proposed crossings. Williams-Transco has approved the plans, and we are awaiting responses from Sunoco and PPL-IEC.
- Aqua Water provided a "will serve" letter for a water service to the pump station.
- Design plans are 99% complete subject to addressing limited comments from Public Works. We are awaiting comments from the Township Codes Department also.
- Application packages were submitted on November 19, 2015 to PADEP for the Ridley Creek GP-5 "Utility Line Stream Crossings" and GP-8 "Temporary Road Crossings (across streams)" permits and for the Chester Creek Small Projects Joint Permit for the pump station site and Chester Creek utility crossing.
- The application package for an Individual NPDES Permit for Stormwater Discharges Associated with Construction Activities was submitted to the Chester County Conservation District on December 7, 2015.
- We anticipate submitting the PennDOT Highway Occupancy Permit application for force main construction along and across E. Strasburg Road and Rt. 352, including detour route plans for road closures, by December 15, 2015.

- The tentative schedule follows:

	<u>Estimated Date</u>
○ Submit PADEP GP and JP Permit applications.....	November 19, 2015
○ Submit NPDES Permit application	December 7, 2015
○ Submit PennDOT HOP application for force main	December 15, 2015
○ Submit PADEP WQM Part II Permit application.....	December 21, 2015
○ PennDOT Permit issuance	January 2016
○ PADEP and CCCD Permit issuances	March-April 2016

Semi-Annual I&I Reports

- The PW Department plans to download portable meter data and forward to us by December 14, 2015. We intend to analyze data and prepare a semi-annual I&I Report by the end of December.

New Connections

- We reviewed a couple iterations of a grinder pump plan submission for a proposed new house on a subdivided parcel at 930 N. Chester Road.



Monthly Operations Report: November 2015

Executive Summary

The Ridley Creek sewage treatment plant outfall 001 achieved compliance with the NPDES discharge permit during October 2015. Discharge to Applebrook continued during October. Chemical usage utilized for total phosphorus removal, pH and total alkalinity remained consistent with previous months. No mechanical or operational issues were observed during operation of sludge dewatering equipment.

Treatment Process Operation

During October 2015, there were no exceedances of the final effluent discharge limitations for outfall 001. Additional TSS samples were collected twice per week to allow for a means to calculate a weekly average. The total phosphorus monthly average concentration of 0.34 mg/L as compared to the permitted limitation of 0.50 mg/L. Table 1 illustrates the final effluent composite sample data reported for the August 2015 eDMR. During the month, the final effluent total phosphorus concentration discharged ranged from 0.27 mg/L to 0.39 mg/L. The aluminum sulfate daily average slightly decreased to 83.2 gpd as compared to October's average of 89.9 gpd.

Table 1

October 2015 - Final Effluent - Out Fall 001											
NPDES Permit Discharge Limitations	Flow	CBOD ₅		TSS		NH ₄ -N		Phosphorus, Total , mg/L		Fecal Coliform	
	MGD Average	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	Geo Mean	Geo Mean
	0.75	20	125	10	131	7	44	0.5	3	200	1,000
	Instantaneous Maximum	40		42							
Sample Date											
October 6, 2015	0.188	2.0	3.1	4	6	0.971	1.52	0.33	0.52	1	0.0000
October 8, 2015	0.177			4	6						
October 13, 2015	0.178	2.3	3.4	4	6	1.650	2.45	0.39	0.58	1	0.0000
October 15, 2015	0.194			6	10						
October 20, 2015	0.206	2.0	3.4	5	9	4.57	7.85	0.27	0.46	1	0.0000
October 22, 2015	0.182			3	5						
October 27, 2015	0.191	2.3	3.7	6	10	0.200	0.32	0.35	0.56	1	0.0000
October 30, 2015	0.292			3	7						
Average	0.201	2.2	3.4	4	7	1.848	3.04	0.34	0.53	1	0.0000
Minimum	0.177	2.0	3.1	3	5	0.200	0.32	0.27	0.46	1	0.0000
Maximum	0.292	2.3	3.7	6	10	4.570	7.85	0.39	0.58	1	0.0000



Discharge to Applebrook, Outfall 002, continued during October 2015. Table 1 illustrates the final effluent composite sample data reported for the October 2015 eDMR. There were exceedances of the permitted discharge limitations for Outfall 002.

Table 2

October 2015 - Applebrook - Out Fall 002											
NPDES Permit Discharge Limitations	Flow	CBOD ₅		TSS		NH ₄ -N		Phosphorus, Total , mg/L		Fecal Coliform	
	MGD Average	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	Geo Mean	Geo Mean
	0.75	20	125	21	131	7	44	0.5	3	200	1,000
	Instantaneous Maximum	40		42							
Sample Date											
October 6, 2015	0.134	2.0	2.2	4.0	4.5	1.0	1.1	0.3	0.4	1.0	0.0
October 8, 2015	0.128			4.0	4.3						
October 13, 2015	0.133	2.3	2.5	4.0	4.4	1.7	1.8	0.4	0.4	1.0	0.0
October 15, 2015	0.128			6.0	6.4						
October 20, 2015	0.114	2.0	1.9	5.0	4.7	4.6	4.3	0.3	0.3	1.0	0.0
October 22, 2015	0.118			3.0	2.9						
October 27, 2015	0.126	2.3	2.4	6.0	6.3	0.2	0.2	0.4	0.4	1.0	0.0
October 30, 2015	0.108			3.0	2.7						
Average	0.1235	2.2	2.3	4	4.5	1.85	1.86	0.34	0.36	1	0.0000
Minimum	0.1080	2.0	1.9	3	2.7	0.20	0.211	0.27	0.26	1	0.0000
Maximum	0.1336	2.3	2.5	6	6.4	4.57	4.34	0.39	0.43	1	0.0000

Table 3 illustrates the influent wastewater pollutant loadings for October 20115. The influent loadings remained within the treatment facility design loadings.



Table 3

October 2015 - Influent Wastewater											
Design Basis	Flow	BOD ₅		TSS		NH ₄ -N		TKN, mg/L		Phosphorus, Total, mg/L	
		mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day
	MGD Average	335	2,098	320	2,001	32	200	48	301	9.1	57
Sample Date											
October 6, 2015	0.344	118	339	146	419	35.4	102	43.9	126	5.5	16
October 13, 2015	0.374	134	384	103	296	36.3	104	46.3	145	4.9	14
October 20, 2015	0.376	95.9	275	102	293	39.0	112	51.9	163	4.7	13
October 27, 2015	0.350	198	568	299	858	38.1	109	50.0	146	6.3	18
Average	0.361	136	392	163	466	37.2	107	48.0	145	5.4	15
Minimum	0.344	96	275	102	293	35.4	102	43.9	126	4.7	13
Maximum	0.376	198	568	299	858	39.0	112	51.9	163	6.3	18

Table 4 presents the available Outfall 001 final effluent data for the month of November 2015. During November, the presence of foam conditions on the surface of the SBRs increased slightly ranging from 60% to 80% of the surface area. This is attributed to decreasing water temperatures. Increasing the F:M ratio and decreasing MLSS concentrations is employed to assist in managing the increase in filamentous growth.

During November, there were no exceedances of the permitted limitations for Outfall 001. There was no discharge from outfall 002. Split sampling of the composite sample collected by Applied Laboratory Services (ALS) is ongoing for comparative analysis and daily results.



Table 4

November 2015 - Final Effluent - Out Fall 001											
NPDES Permit Discharge Limitations	Flow	CBOD ₅		TSS		NH ₄ -N		Phosphorus, Total , mg/L		Fecal Coliform	
	MGD Average	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	Geo Mean	Geo Mean
	0.75	20	125	10	131	7	44	0.5	3	200	1,000
	Instantaneous Maximum	40		42							
Sample Date											
November 3, 2015	0.285	2.5	5.9	7	17	0.545	1.30	0.25	0.59	3	0.4771
November 5, 2015	0.282			6	14						
November 10, 2015	0.296	2.8	6.9	10	25	0.340	0.84	0.44	1.09	2	0.3010
November 12, 2015	0.324			6							
November 17, 2015	0.299	2.0		6	15	0.410		0.34		1	
November 19, 2015	0.315			5	13						
November 24, 2015	0.336	2.3	6.4	1	3	0.26	0.71	0.10	0.28	1	0.0000
November 26, 2015	0.352			5	15						
November 30, 2015	0.325			5	14						
Average	0.313	2.4	6.4	6	14	0.388	0.95	0.28	0.65	2	0.2594
Minimum	0.282	2.0	5.9	1	3	0.255	0.71	0.10	0.28	1	0.0000
Maximum	0.352	2.8	6.9	10	25	0.545	1.30	0.44	1.09	3	0.4771

During November 2015, there was no discharge of treated effluent 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.

Table 5 presents the available pollutant data for the influent wastewater collected at the doghouse manhole during November 2015.

Table 5

November 2015 - Influent Wastewater											
Design Basis	Flow	BOD ₅		TSS		NH ₄ -N		TKN, mg/L		Phosphorus, Total, mg/L	
		mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day
	MGD Average	335	2,098	320	2,001	32	200	48	301	9.1	57
Sample Date											
November 3, 2015	0.373	270	840	251	781	35.0	109	49.2	153	6.6	21
November 10, 2015	0.372	122	380	192	597	44.0	137	49.6	154	6.0	19
November 17, 2015	0.360	210	653	288	896	54.9	171	74.7	224	8.3	26
November 24, 2015	0.391	97.6	304	140.0	436	49.4	154	54.8	179	5.5	17
Average	0.374	175	544	218	678	45.8	143	57.1	177	6.6	21
Minimum	0.360	98	304	140	436	35.0	109	49.2	153	5.5	17
Maximum	0.391	270	840	288	896	54.9	171	74.7	224	8.3	26

Sequencing batch reactors (SBRs) numbered 1, 3 and 4 were in service during October. Process monitoring of each SBR included ammonia as N, nitrite as N, Nitrate as N, COD, SSV, MLSS and total phosphorus. Daily analysis of the final effluent flow equalization grab sample is 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 decreased to from 89.9 gpd to 83.2 gpd. Soda ash daily addition decreased from 439 lbs. /day to 410 lbs. /day. Soda ash assists towards maintaining SBR pH concentrations above 7.0



standard units and assists to replenish alkalinity consumed during the nitrification process and aluminum sulfate solution addition.

SBR No. 2 remains out of service as a treatment unit. Minor repairs will be scheduled as weather conditions permit.

Solids Dewatering and Disposal: November 2015

Sludge Dewatering Summary	
Gallons of sludge dewatered	285,003
Number of dumpsters	4

**seventeen (17) days of centrifuge operation*

Flow data:

November 2015			
Flow Meter Location	Total Volume for Month, MG	Average Daily Flow, gpd	Daily Maximum Flow, gpd
Influent Wastewater to Screening Building*	11.580	385,989	474,480
Influent Wastewater to SBRs	12.039	401,291	468,160
Internal Recycle	0.649	21,625	83,380
Treated Effluent to Disc Filters	12.128	311,600	403,000
Final Effluent Discharge	9.348	404,252	470,080
Applebrook Golf Course	No Discharge	No Discharge	No Discharge

Chemical Usage:

November 2015		
Chemical	Daily Average	Total Monthly
Soda Ash	410	4,450
Aluminum Sulfate solution	83.2	2,497
Polymer (centrifuge)	0.84	14.30

**seventeen (17) days of centrifuge operation*

During November, 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 No. 1 was in service. The level at the beginning of November was 12.06 feet and the level at the end of the month was 8.96 feet. The average pH concentration was 6.66 S.U. and average total alkalinity concentration was 133 mg/L. Zero gallons of supernatant were decanted during the month. Zero pounds of soda ash were added.

Sludge holding tank No. 2 was in service. The level at the beginning of the month was 8.40 feet and the level at the end was 8.04. The average pH concentration was 6.21 S.U. and average total alkalinity concentration was 128 mg/L. 400 pounds of soda ash were added. Zero gallons of supernatant were decanted.

Significant Storm/Hydraulic Loading Events

During November, there was one (1) storm event resulting in a daily precipitation amount equal to or greater than 0.5 inches measured during a 24 hour period. This event occurred on November 19th resulting in 1.06 inches of rainfall. Plant operations were adjusted to manage the precipitation to prevent exceedances of the permitted discharge limitations for Outfalls 001 and 002.

Minor Repairs and Preventative Maintenance

No unscheduled minor repairs or equipment failures were experienced during November. Scheduled repairs during the month included the following activities:

November 19th: Replaced failed UV lamps and installed a new polymer tote.

November 23rd: Flushed the aluminum sulfate chemical lines.

Draft
EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY
MEETING MINUTES
November 9, 2015

The East Goshen Township Municipal Authority held their regular public meeting on Monday, November 9, 2015 at 7:00 pm at the East Goshen Township building. Members in attendance were: Chairman Kevin Cummings, Jack Yahraes, Fran Beck, Dana Pizarro and Ed McAssey. Also in attendance were: Mark Miller (Director of Public Works), Mike Ellis (Pennoni), Pat McKenna (Attorney) 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>PM – Prevention Maintenance</i>
<i>EPA – Environmental protection Agency</i>	<i>PR – Park & Recreation Board</i>
<i>HC – Historical Commission</i>	<i>RCSTP – Ridley Creek Sewer Treatment Plant</i>
<i>I&I – Inflow & Infiltration</i>	<i>SBR – Sequencing Batch Reactor</i>
<i>LCSTP – Lockwood Chase Sewer Treatment Plant</i>	<i>SSO – Sanitary System Overflow</i>
	<i>WAS – Waste Activated Sludge</i>

Call to Order & Pledge of Allegiance

Kevin 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. Kevin asked if anyone would be recording the meeting and there was no response.

Sewer Reports

1. Director of Public Works

Meters: All meters were read on a daily basis. The new recording system is working.

C.C. Collection: We were notified of three sewer clogs. Two were caused by the cleanouts getting pushed up by the frost. The third one was caused by debris in the clean out. We replaced three manhole castings and lids.

R.C. Collection: Was visited on a routine basis with no problems to report.

R.C.Plant: Was visited on a routine basis with no problems to report.

Alarms: We responded to 3 alarms for October.

PA One Calls: We received 28 PA One calls for October.

2. Pennoni Engineer's Report

Mike Ellis provided the following report:

Invoices: Invoices with summaries are provided under separate cover.

Ridley Creek Sewage Treatment Plant (RCSTP):

No activity since the last report.

Reservoir Rd Pump Station:

We submitted the Small Projects Joint Permit Application for the pump station site and Chester Creek Utility Crossing to DEP, including the Chapter 106 Floodplain Management Site Restoration Permit Application. We also submitted the GP-5 "Utility Line Stream Crossing" and

GP-8 "Temporary Road Crossings (across streams)" permit applications for the Ridley Creek Utility Crossing to DEP.

The Individual NPDES Permit application for Stormwater Discharges Associated with Construction Activities is nearly complete. We anticipate submitting to DEP by November 11.

Upon receipt of comments from the Township Codes Department on the approx. 90% progress design plan submission, we will finalize and submit the Water Quality Management (WQM) Part II Permit Application to DEP.

The Township Engineer's staff performed a peer review of the stormwater design, and issued a letter that the design is in compliance with the EGT Stormwater Ordinance.

12 rock borings were performed in the open space area between Bow Tree Drive and the Ridley Creek (around the pond) in the proposed force main alignment at approx. 100 intervals. Borings were to a depth of 14 feet, and bedrock was not encountered. Weathered rock was encountered at 13 feet in two of the borings.

Soft dig test pits at proposed petroleum and gas pipeline crossings in/along N. Chester Road and Strasburg Road are scheduled the week of November 9-13.

The tentative schedule follows:

Submit NPDES permit application	November 11, 2015
Soft digs for utilities	week of November 9, 2015
Submit WQM Part II permit application	November 20, 2015
Submit PennDOT Highway Occupancy Permit	
Application for proposed force main	January 2016
PADEP & PennDOT permit issuance	February-March 2016

Semi-Annual I&I Reports

We provided comments on the first three weeks of portable meter data for the relocated and recalibrated meters to the Township PW Dept, and we coordinated with them to evaluate apparent calibration issues on some of the meters. We have requested additional meter data be provided by the end of November so that we can analyze and prepare a semi-annual I&I report by the end of December.

Kevin mentioned that when Sunoco is working on the pipeline along Rt. 352 at the Bow Tree/Pin Oaks crossover, we should put a sleeve in since the road will be closed.

Mike commented that the applicant in this process should be the Municipal Authority.

3. Big Fish Environmental Services – Scott's report showed that the Ridley Creek sewage treatment plant outfall 001 achieved compliance with the NPDES discharge permit during September 2015. Discharge to Applebrook continued during October. Chemical usage utilized for total phosphorus removal, pH and total alkalinity remained consistent with previous months. No mechanical or operational issues were observed during operation of sludge dewatering equipment.

During October there were 4 Storm events resulting in daily precipitation amounts equal to or greater than 0.5 inches measured during a 24 hour period. These events occurred on October 1st with 0.48 inches, October 2nd 1.66 inches, October 9th with 0.72 inches and October 28th with 2.38 inches. A total of 5.35 inches of rainfall was measured at the facility during October. Plant operations were adjusted to manage the precipitation to prevent exceedances of the permitted discharge limitations for outfalls 001 and 002.

1 **Approval of Minutes**

2 Jack moved to accept the minutes of October 12, 2015. Fran seconded the motion. The motion
3 passed unanimously.
4

5 **Approval of Invoices**

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

- 7 a. Pennoni #660830 \$ 431.25
8 b. Pennoni #660831 \$ 221.25
9 c. Pennoni #660832 \$ 7,240.75

10 Jack seconded the motion. The motion passed unanimously. Mike reviewed the status of
11 the budgets for these payments.
12

13 **Liaison Reports**

14 Conservancy Board – Walter reported that the final total of trees the Board will receive from
15 Mullray is 10, so they removed the other flags. They will review the results of the
16 Comprehensive Plan in order to plan their goals for 2016. They will be setting the date for
17 “Keep East Goshen Beautiful Day”.
18

19 **Financial Reports**

20 Jon Altshul provided the following report:

21 In October, the Municipal Authority recorded \$128 in revenues (all from interest) and \$37,667 in
22 expenses (including \$36,766 for Reservoir Road Pump Station engineering), for a negative
23 variance of -\$37,539. As of October 31st, the fund balance was \$1,498,552 of which \$1,435,629
24 is in the main construction account.
25

26 **Old Business**

- 27 1. Microbeads – Discussion tabled. This may be a topic for a newsletter article.
28 2. Chester Creek Interceptor Sample Data – Mike reviewed the results of the grab
29 sample that was done in November 2014. Kevin feels a 24 hour composite is needed.
30

31 **Goals**

32 Kevin reviewed the goals. All articles for the newsletter in 2015 are done. Ed will attend the 4th
33 quarter West Goshen meeting.

34 Goals for 2016 were discussed with the following result:

- 35 a. Newsletter articles – It was decided that the MA will submit articles on an as needed
36 basis since they don’t hold any events.
37 b. C, D, E, & F will be included. B (Reservoir Rd Pump Station) should be done so it
38 won’t be included. It was decided to add another goal – Enhance operating procedures.
39

40 **New Business**

- 41 a. Appointment of Solicitor – Gawthrop Greenwood, PC presented a letter to maintain their
42 current rate of \$200/hour for legal services to the Municipal Authority. Jack moved to
43 retain Gawthrop Greenwood, PC as Solicitor to the Municipal Authority for 2016. Fran
44 seconded the motion. The motion passed unanimously.
45
46

1 **Capacity Requests**

2 a. 3 & 5 School Lane - The request for sanitary sewer service, including grinder pumps,
3 for 3 & 5 School Lane was approved.

4 b. 930 N. Chester Road – The subdivision plan proposes to split the 4 acre parcel into 2
5 lots and develop a new single family home on the new lot. The new lot proposes to connect to
6 the public sewer system and use a grinder pump. If there is a lateral there, the Authority
7 members feel it should be a requirement that both lots have to connect. Jack moved to approve
8 the request for capacity. Ed seconded the motion. The motion passed unanimously.
9

10 **Any Other Matter**

11 a. Operation Procedures – Mark pointed out that the last time the Operating Procedures
12 for the plant and pump stations was reviewed was in 1980 by Yerkes. Mike will have a review
13 meeting to put together a scope of work and make a proposal. Pat suggested that this should be
14 done every 5 years.

15 b. Kevin acknowledged receipt of the report from Kroll Bond Rating Agency (KBRA)
16 which affirmed the long-term rating of AAA with a stable outlook on East Goshen Municipal
17 Authority.
18

19 **Adjournment**

20 There being no further business, Dana moved to adjourn the meeting. Fran seconded the motion.
21 The motion passed unanimously. The meeting was adjourned at 7:45 pm. The next meeting will
22 be held on Monday, December 14 at 7:00 pm.
23

24 Respectfully submitted,
25

26
27 Ruth Kiefer

28 Recording Secretary



INVOICE

Newark, DE
302-655-4451 Fax: 302-654-2895

Remit Payment To:
Pennoni
P.O. Box 827328
Philadelphia, PA 19182-7328

East Goshen Municipal Authority
1580 Paoli Pike
West Chester, PA 19380-6199
Attention: Louis F. Smith, Twp Mgr.

Invoice # : 665054
Invoice Date : 11/23/2015
Project : EGMA1501
Project Name : 2015 General Services

For Services Rendered through: 11/8/2015

November Engineer's Report and preparation for November MA meeting.

Phase : **** -- Professional Services

Total Phase : **** -- Professional Services

Labor :	172.50
Expense :	0.00
Phase Total :	172.50

Amount Due This Invoice

\$172.50

Fee :	12,000.00
Prior Billings :	9,277.75
Current Billings :	172.50
Total Billings :	9,450.25

Phase : **** -- Professional Services

Labor Class	Hours/ Units	Rate	Amount
Authority Engineer	1.50	115.00	172.50
Labor Total:	1.50		172.50

Total Phase : **** -- Professional Services

Labor :	\$172.50
Expense :	\$0.00

Total Project : EGMA1501 -- 2015 General Services

Labor :	\$172.50
Expense :	\$0.00

o/c RS 12-8-13

East Goshen Municipal Authority
EGMA1501 Invoice Summary
Invoice Date 11/08/2015

Project: EGMA1501
Pennoni Job No.: 2015 General Services
Invoice No: 665054
Invoice Period: 10/19/2015 to 11/8/2015
Initial Authorization: \$ 12,000.00 **Date:** 11/23/2015
Contract Amount: \$ 12,000.00
Previously Invoiced: \$ 9,277.75
Current Invoice: \$ 172.50
Invoiced to Date (\$): \$ 9,450.25
Invoiced to Date (%): 79%
Remaining Budget (\$): \$ 2,549.75
Remaining Budget (%): 21%

Budget by Phase:

2015 General
Services
Phase Name:
Phase Budget: \$ 12,000.00
Previously Invoiced: \$ 9,277.75
Current Invoice: \$ 172.50
Invoiced to Date (\$): \$ 9,450.25
Invoiced to Date (%): 79%
Remaining Budget (\$): \$ 2,549.75
Remaining Budget (%): 21%

Comments: November Engineer's Report and preparation for November MA meeting.



INVOICE

Newark, DE
302-655-4451 Fax: 302-654-2895

Remit Payment To:
Pennoni
P.O. Box 827328
Philadelphia, PA 19182-7328

East Goshen Municipal Authority
1580 Paoli Pike
West Chester, PA 19380-6199
Attention: Louis F. Smith, Twp Mgr.

Invoice # : 665055
Invoice Date : 11/23/2015
Project : EGMA1502
Project Name : 2015 Semi-Annual I&I Reports

For Services Rendered through: 11/8/2015

Coordinated with PW Dept on portable meter calibrations and flow & level readings based on analysis of first month of data.

Phase : **** -- Professional Services

Total Phase : **** -- Professional Services

Labor :	86.25
Expense :	0.00
Phase Total :	86.25

Amount Due This Invoice

\$86.25

Fee :	10,500.00
Prior Billings :	7,598.75
Current Billings :	86.25
Total Billings :	7,685.00

Phase : **** -- Professional Services

Labor Class	Hours/ Units	Rate	Amount
Authority Engineer	0.75	115.00	86.25
Labor Total:	0.75		86.25

Total Phase : **** -- Professional Services

Labor :	\$86.25
Expense :	\$0.00

Total Project : EGMA1502 -- 2015 Semi-Annual I&I Reports

Labor :	\$86.25
Expense :	\$0.00

OK RS 12-8-15

East Goshen Municipal Authority
EGMA1502 Invoice Summary
Invoice Date 11/08/2015

Project: EGMA1502
Pennoni Job No.: 2015 Semi-Annual I&I Reports
Invoice No: **665055**
Invoice Period: 10/19/2015 to 11/8/2015
Initial Authorization: \$ 10,500.00 **Date:** 11/23/2015
Contract Amount: \$ 10,500.00
Previously Invoiced: \$ 7,598.75
Current Invoice: \$ 86.25
Invoiced to Date (\$): \$ 7,685.00
Invoiced to Date (%): 73%
Remaining Budget (\$): \$ 2,815.00
Remaining Budget (%): 27%

Budget by Phase:

Phase Name: 2015 Semi-Annual I&I Reports
Phase Budget: \$ 10,500.00
Previously Invoiced: \$ 7,598.75
Current Invoice: \$ 86.25
Invoiced to Date (\$): \$ 7,685.00
Invoiced to Date (%): 73%
Remaining Budget (\$): \$ 2,815.00
Remaining Budget (%): 27%

Comments: Coordinated with PW Dept on portable meter calibrations and flow & level readings based on analysis of first month of data.



INVOICE

Newark, DE
302-655-4451 Fax: 302-654-2895

Remit Payment To:
Pennoni
P.O. Box 827328
Philadelphia, PA 19182-7328

East Goshen Municipal Authority
1580 Paoli Pike
West Chester, PA 19380-6199
Attention: Louis F. Smith, Twp Mgr.

Invoice # : 665360
Invoice Date : 11/24/2015
Project : EGMA1504
Project Name : Reservoir Rd PS Design & Permitting

For Services Rendered through: 11/8/2015

Phase 11 - Continued coordination for soft dig utility test pits scope and schedule with PPL-IES, Sunoco, Williams-Transco, and Township; continued preparation of specifications and advanced to approx. 99% complete electrical design.

Phase 12 Contract Effort - Continued with preparation of PADEP WQM Part II permit application, NPDES permit application and PCSM plan, Chapter 105 GP-5 "Utility Line Stream Crossings" and GP-8 "Temporary Road Crossings (across streams)" permit application for Ridley Creek; Chapter 105 GP-5 "Utility Line Stream Crossings" and Small Projects Joint Permit application for Chester Creek and pump station site.

Phase 12 Supplemental Effort for continued preparation of Chapter 105 and 106 General Permit & Joint Permit application for Chester Creek utility crossing and floodplain analysis. Supplemental effort in this invoice = \$1,515.00. Prior supplemental effort invoiced \$2,063.25. Total supplemental effort projected to be \$6,000.00.

Phase : 11 -- Final Design

Total Phase : 11 -- Final Design

Labor :	145.50
Expense :	2,022.75
Phase Total :	2,168.25

Phase : 12 -- Permitting

Total Phase : 12 -- Permitting

Labor :	4,522.50
Expense :	0.00
Phase Total :	4,522.50

Amount Due This Invoice

\$6,690.75

Fee :	141,800.00
Prior Billings :	106,453.25
Current Billings :	6,690.75
Total Billings :	113,144.00

OK RS 12-8

Continued on next page...

INVOICES DUE ON RECEIPT. Invoices outstanding over 30 days will have a Service Charge of 1 1/2% per month.

...Continued from previous page

Phase : 11 -- Final Design**Labor**

<u>Class</u>	<u>Hours/ Units</u>	<u>Rate</u>	<u>Amount</u>
Project Engineer	1.50	97.00	145.50
Labor Total:	1.50		145.50

Expenses

<u>Description</u>	<u>Units</u>	<u>Rate</u>	<u>Amount</u>
Engineering Servs-direct	10/29/2015	Carew Associates, Inc.	2,022.75
Subconsultant Total			2,022.75
Expense Total:			\$2,022.75

Total Phase : 11 -- Final Design**Labor : \$145.50****Expense : \$2,022.75****Phase : 12 -- Permitting****Labor**

<u>Class</u>	<u>Hours/ Units</u>	<u>Rate</u>	<u>Amount</u>
Authority Engineer	3.00	115.00	345.00
Project Engineer	2.50	97.00	242.50
Senior Enviromental Scientist	13.00	90.00	1,170.00
Associate Engineer	28.00	85.00	2,380.00
Engineering Technician II	5.00	77.00	385.00
Labor Total:	51.50		4,522.50

Total Phase : 12 -- Permitting**Labor : \$4,522.50****Expense : \$0.00****Total Project : EGMA1504 -- Reservoir Rd PS Design & Permitting****Labor : \$4,668.00****Expense : \$2,022.75**

East Goshen Municipal Authority
EGMA1504 Invoice Summary
Invoice Date 11/08/2015

Project: EGMA1504
Pennoni Job No.: Reservoir Rd PS Design & Permitting
Invoice No: 665360
Invoice Period: 10/19/2015 to 11/8/2015
Initial Authorization: \$ 167,120.00 **Date:** 11/24/2015
Contract Amount: \$ 167,120.00
Previously Invoiced: \$ 121,160.25
Current Invoice: \$ 7,240.75
Invoiced to Date (\$): \$ 128,401.00
Invoiced to Date (%): 77%
Remaining Budget (\$): \$ 38,719.00
Remaining Budget (%): 23%

Budget by Phase:

Phase Name:	Final Design	Phase 11
Phase Budget:	\$ 47,400.00	
Previously Invoiced:	\$ 43,781.75	
Current Invoice:	\$ 2,168.25	
Invoiced to Date (\$):	\$ 45,950.00	
Invoiced to Date (%):	97%	
Remaining Budget (\$):	\$ 1,450.00	
Remaining Budget (%):	3%	

Comments: Phase 11 - Continued coordination for soft dig utility test pits scope and schedule with PPL-IES, Sunoco, Williams-Transco, and Township; continued preparation of specifications and advanced to approx. 99% complete electrical design.

East Goshen Municipal Authority
EGMA1504 Invoice Summary
Invoice Date 11/08/2015

Project: EGMA1504
Pennoni Job No.: Reservoir Rd PS Design & Permitting
Invoice No: 665360
Invoice Period: 10/19/2015 to 11/8/2015
Initial Authorization: \$ 167,120.00 **Date:** 11/24/2015
Contract Amount: \$ 173,120.00
Previously Invoiced: \$ 128,401.00
Current Invoice: \$ 6,690.75
Invoiced to Date (\$): \$ 135,091.75
Invoiced to Date (%): 78%
Remaining Budget (\$): \$ 38,028.25
Remaining Budget (%): 22%

Budget by Phase:

Phase Name:	Permitting	Phase 12
Phase Budget:	\$ 21,800.00	
Previously Invoiced:	\$ 11,629.00	
Current Invoice:	\$ 4,522.50	
Invoiced to Date (\$):	\$ 16,151.50	
Invoiced to Date (%):	74%	
Remaining Budget (\$):	\$ 5,648.50	
Remaining Budget (%):	26%	

Comments: Phase 12 Contract Effort - Continued with preparation of PADEP WQM Part II permit application, NPDES permit application and PCSM plan, Chapter 105 GP-5 "Utility Line Stream Crossings" and GP-8 "Temporary Road Crossings (across streams)" permit application for Ridley Creek; Chapter 105 GP-5 "Utility Line Stream Crossings" and Small Projects Joint Permit application for Chester Creek and pump station site.

Phase 12 Supplemental Effort for continued preparation of Chapter 105 and 106 General Permit & Joint Permit application for Chester Creek utility crossing and floodplain analysis. Supplemental effort in this invoice = \$1,515.00. Prior supplemental effort invoiced \$2,063.25: Total supplemental effort projected to be \$6,000.00.



Gawthrop Greenwood, PC
Attorneys at Law

17 East Gay Street, Suite 100 (p) 610-696-8225
West Chester, PA 19381-0562 (f) 610-344-0922
gglaw@gawthrop.com www.gawthrop.com

East Goshen Municipal Authority
1580 Paoli Pike
West Chester PA 19380

Page: 1
11/06/2015
Client No: 6604-001R
Invoice No. 137649

General Authority Services

Fees

		Hours	
10/12/2015			
PMM	Review and analyze agenda and meeting packet in preparation for Authority meeting; Attend Authority meeting.	1.90	
	For Current Services Rendered	1.90	380.00
Recapitulation			
<u>Timekeeper</u>		<u>Hours</u>	<u>Hourly Rate</u>
Patrick M. McKenna		1.90	\$200.00
			<u>Total</u>
			\$380.00
	Previous Balance		\$260.00
	Total Current Charges		380.00
10/15/2015	Payment		-260.00
	Balance Due		<u>\$380.00</u>

OK TO PAY
Rec'd 11/12/15
PAID IN November

To ensure proper credit, please write client number on your check when returning payment. Thank You.
A finance charge of 1.25% per month (15% annually) may be charged on balances not paid 60 days after the invoice date.



Gawthrop Greenwood, PC
Attorneys at Law

17 East Gay Street, Suite 100 | (p) 610-696-8225
West Chester, PA 19381-0562 | (f) 610-344-0922
gglaw@gawthrop.com | www.gawthrop.com

East Goshen Municipal Authority
1580 Paoli Pike
West Chester PA 19380

Page: 1
12/09/2015
Client No: 6604-001R
Invoice No. 139094

General Authority Services

Fees

		Hours	
11/09/2015			
PMM	Review and analyze meeting packet in preparation for Authority meeting; Attend Authority meeting.	2.00	
11/10/2015			
PMM	Review and analyze Township Code regarding under what circumstances a property owner is required to connect to the sanitary sewer system; Numerous emails to/from M Miller, K Cummings and R Smith regarding same.	1.30	
11/20/2015			
PMM	Email from R Smith with memo regarding capital improvements and maintenance for West Goshen Sewer Treatment Plant; Reply; Email from E McAssey regarding same.	0.60	
	For Current Services Rendered	3.90	780.00

Recapitulation

Timekeeper	Hours	Hourly Rate	Total
Patrick M. McKenna	3.90	\$200.00	\$780.00

Previous Balance \$380.00

Total Current Charges 780.00

11/20/2015 Payment -380.00

Balance Due \$780.00

OK RS 12-11-15

Shainline Excavating, Inc.

800 Township Line Road
800 Township Line Road
Phoenixville, Pa 19460-3052

Phone #	(610)935-8300
---------	---------------

Invoice

Date	Invoice #
11/20/2015	39818

Bill To
EAST GOSHEN TOWNSHIP 1580 PAOLI PIKE WEST CHESTER, PA 19380

JOB NO.	CUSTOMER'S JOB #
SH0811	sh0811
Due Date	Terms
12/20/2015	NET 30 DAYS

P.O. No.

REFERENCE LINE 1		REFERENCE LINE 2		REFERENCE LINE 3	
Attn: Rick Smith		Equipment rental			
Qty	EXP	EQUIP	Description	Rate	Amount
1	EQUIP RENTAL	each	EQUIPMENT RENTAL CONTRACT	1,900.00	1,900.00
OK RS 11/24/15 Reservoir RD PS Project					

A finance charge of 1.5% per month will be charged on all amounts NOT PAID within 30 days (18% APR)

Total	\$1,900.00
--------------	-------------------

Memo

To: Municipal Authority
From: Jon Altshul
Re: MA November Financial Reports
Date: December, 2015

In November, the Municipal Authority recorded \$113 in revenues (all from interest) and \$9,986 in expenses, for a negative variance of \$9,873. As of November 30th, the fund balance was \$1,488,679, of which \$1,426,785 is in the main construction account.

A complete list of all year-to-date expenses and revenues is provided.

EAST GOSHEN TOWNSHIP
1580 PAOLI PIKE
WEST CHESTER, PA
Municipal Authority
November 2015

Account Title	Acct #	Annual Budget	Month To Date Actual	Year To Date Actual
---------------	--------	---------------	----------------------	---------------------

MUNICIPAL AUTHORITY BEGINNING FUND BALANCE

1,498,552.02

RCSTP BUDGET

REVENUE				
INTEREST EARNED - RCSTP EXPANSION	07341 1020	1,600.00	112.03	1,382.86
GRANT REVENUE	07392 0800	0.00	0.00	0.00
TOTAL REVENUE		1,600.00	112.03	1,382.86

EXPENSES

R.C.-CAP. PROJ.-ENGINEER	07424 7451	0.00	0.00	
R.C. CAP EXPANSION GEN'L CONTRACTOR	07424 7452	0.00	0.00	
R.C. CAP EXPANSION - ELECTRICAL	07424 7453	0.00	0.00	
R.C. CAP EXP CONTINGENCY CAPITAL	07424 7454	0.00	0.00	
R.C. CAP EXP CONTINGENCY ONGOING	07424 7455	0.00	0.00	
R.C. CAP EXP ADDITIONAL CONTINGENCY	07424 7456	0.00	0.00	
TRANSFER TO SEWER SINKING FUND	07492 0550	0.00	0.00	
TRANSFER TO AUTHORITY CAP FUND	07492 0990	0.00	0.00	

TOTAL EXPENSES

0.00	0.00	0.00
------	------	------

RCSTP NET RESULT

1,600.00	112.03	1,382.86
----------	--------	----------

OPERATING BUDGET

EAST GOSHEN TOWNSHIP
1580 PAOLI PIKE
WEST CHESTER, PA
Municipal Authority
November 2015

Account Title	Acct #	Annual Budget	Month To Date Actual	Year To Date Actual
REVENUE				
INTEREST EARNINGS	07341 1000	15.00	1.11	10.08
C.C. TAPPING FEES	07364 1100	0.00	0.00	27,600.00
R.C.TAPPING FEES	07364 1110	14,296.00	0.00	16,296.00
CONNECTION FEES - SEWER	07364 1130	0.00	0.00	1,268.64
MISCELLANEOUS REVENUE	07380 1000	0.00	0.00	423.36
TRANSFER FROM SEWER OPERATING	07392 0500	105,105.00	0.00	20,000.00
TOTAL REVENUE		119,416.00	1.11	65,598.08
EXPENSES				
ADMINISTRATIVE WAGES	07424 1400	33,323.00	0.00	24,251.00
MISCELLANEOUS EXPENSE	07424 3000	3,000.00	0.00	1,468.05
MUNIC.AUTH.-AUDITING	07424 3110	10,984.00	0.00	8,900.00
ENGINEERING SERVICES	07424 3130	37,300.00	652.50	33,265.75
LEGAL SERVICES	07424 3140	9,000.00	380.00	3,320.00
M.C.-DVRFA-DEBT SERVICE	07471 1000	23,240.00	0.00	0.00
M.C.-DVRFA-INTEREST PAYMN	07472 1000	4,169.00	0.00	0.00
M.C.-DVRFA-INTEREST PAYMN	07472 1010	0.00	0.00	0.00
TOTAL EXPENSES		121,016.00	1,032.50	71,204.80
OPERATING NET RESULT		(1,600.00)	(1,031.39)	(5,606.72)

CAPITAL BUDGET

EAST GOSHEN TOWNSHIP
1580 PAOLI PIKE
WEST CHESTER, PA
Municipal Authority
November 2015

Account Title	Acct #	Annual Budget	Month To Date Actual	Year To Date Actual
REVENUE				
DCED GRANT	07354 0400	0.00	0.00	37,162.00
LOAN PROCEEDS-SEWER PROJECT	07393 1001	0.00	0.00	0.00
TRANSFER FROM SEWER CAP RESERVE	07392 0900	0.00	0.00	0.00
TOTAL REVENUE		0.00	0.00	37,162.00
EXPENSES				
MARYDELL PUMP STATION - ENGINEER	07425 1000	0.00	0.00	0.00
MARYDELL PUMP STATION -CONSTRUCTION	07425 2000	0.00	0.00	0.00
MANHOLE COVER REPLACEMENTS	07424.7405	0.00	0.00	0.00
C.C. CAPITAL - COLLECTION	07424.7420	0.00	0.00	0.00
LOCHWOOD ABANDONMENT ENGINEER	07424 7475	0.00	0.00	0.00
LOCHWOOD ABANDONMENT CONSTRUCTION	07424 7476	0.00	0.00	0.00
LOCHWOOD ELIMINATION PHASE 2	07424 7477	0.00	0.00	0.00
HERSHEY MILL STATION - ENGINEER	07426 1000	0.00	0.00	0.00
HERSHEY MILL STATION - CONSTRUCTION	07426 2000	0.00	0.00	0.00
RESERVE PUMP STATION - ENGINEER	07427 1000	0.00	0.00	0.00
RESERVE PUMP STATION - CONSTRUCTION	07427 2000	0.00	0.00	0.00
RESERVOIR PUMP STATION - ENGINEER	07428 1000	100,000.00	8,953.75	133,435.75
RESERVOIR PUMP STATION CONSTRUCTION	07428 2000	0.00	0.00	0.00
TOTAL EXPENSES		100,000.00	8,953.75	133,435.75
CAPITAL NET RESULT		(100,000.00)	(8,953.75)	(96,273.75)
MUNICIPAL AUTHORITY ENDING FUND BALANCE			1,488,678.91	

Report Date 12/04/15

GL Transaction Details

PAGE 1

MGRP18 run by BRIAN

10 : 56 AM

Acct #	Per	Src Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
07341-1000					0.00				
		INTEREST EARNINGS							
1501	JE	46156		1.44		02/03/15	INTEREST		INTEREST EARNED JANUARY 2015 07 FUND
1501			0.00	1.44	-1.44				
1502		46526		1.17		03/02/15	INTEREST		INTEREST EARNED FEBRUARY 2015 07 FUND
1502			0.00	1.17	-2.61				
1503		46944		1.03		04/02/15	INTEREST		INTEREST EARNED MARCH 2015 07 FUND
1503			0.00	1.03	-3.64				
1504		47407		0.61		05/04/15	INTEREST		INTEREST EARNED APRIL 2015 07 FUND
1504			0.00	0.61	-4.25				
1505		47825		0.75		06/01/15	INTEREST		INTEREST EARNED MAY 2015 07 FUND
1505			0.00	0.75	-5.00				
1506		48334		0.64		07/02/15	INTEREST		INTEREST EARNED JUNE 2015 07 FUND
1506			0.00	0.64	-5.64				
1507		48782		0.56		08/03/15	INTEREST		INTEREST EARNED JULY 2015 07 FUND
1507			0.00	0.56	-6.20				
1508		49202		0.64		09/01/15	INTEREST		INTEREST EARNED AUGUST 2015 07 FUND
1508			0.00	0.64	-6.84				
1509		49635		0.85		10/02/15	INTEREST		INTEREST EARNED SEPT.2015 07 FUND

Report Date 12/04/15

GL Transaction Details

PAGE 2

MGRP18 run by BRIAN

10 : 56 AM

Acct #	Per	Src	Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
1509				0.00	0.85	-7.69				
1510		50108			1.28		11/03/15	INTEREST		INTEREST EARNED OCTOBER 2015 07 FUND
1510				0.00	1.28	-8.97				
1511		50447			1.11		12/03/15	INTEREST		INTEREST EARNED NOVEMBER 2015 07 FUND
1511				0.00	1.11	-10.08				
07341-1000	****	***	*****	0.00	10.08	-10.08				
07341-1020	INTEREST EARNED - RCSTP EXPANSION					0.00				
1501		46156			131.97		02/03/15	INTEREST		INTEREST EARNED JANUARY 2015 07 FUND
1501				0.00	131.97	-131.97				
1502		46526			119.08		03/02/15	INTEREST		INTEREST EARNED FEBRUARY 2015 07 FUND
1502				0.00	119.08	-251.05				
1503		46944			131.27		04/02/15	INTEREST		INTEREST EARNED MARCH 2015 07 FUND
1503				0.00	131.27	-382.32				
1504		47407			125.90		05/04/15	INTEREST		INTEREST EARNED APRIL 2015 07 FUND
1504				0.00	125.90	-508.22				
1505		47825			128.37		06/01/15	INTEREST		INTEREST EARNED MAY 2015 07 FUND
1505				0.00	128.37	-636.59				

Report Date 12/04/15

GL Transaction Details

PAGE 3

MGRP18 run by BRIAN

10 : 56 AM

Acct #	Per	Src Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
07341-1020	1506	JE 48334		124.75		07/02/15	INTEREST		INTEREST EARNED JUNE 2015 07 FUND
	1506		0.00	124.75	-761.34				
	1507	48782		129.80		08/03/15	INTEREST		INTEREST EARNED JULY 2015 07 FUND
	1507		0.00	129.80	-891.14				
	1508	49202		128.91		09/01/15	INTEREST		INTEREST EARNED AUGUST 2015 07 FUND
	1508		0.00	128.91	-1,020.05				
	1509	49635		124.25		10/02/15	INTEREST		INTEREST EARNED SEPT.2015 07 FUND
	1509		0.00	124.25	-1,144.30				
	1510	50108		126.53		11/03/15	INTEREST		INTEREST EARNED OCTOBER 2015 07 FUND
	1510		0.00	126.53	-1,270.83				
	1511	50447		112.03		12/03/15	INTEREST		INTEREST EARNED NOVEMBER 2015 07 FUND
	1511		0.00	112.03	-1,382.86				
07341-1020	****	*** *****	0.00	1,382.86	-1,382.86				
07354-0400	DCED	GRANT			0.00				
	1506	RE 48107		37,162.00		06/17/15	48107 1		GRANT - RESERVOIR RD PUMP STA
	1506		0.00	37,162.00	-37,162.00				
07354-0400	****	*** *****	0.00	37,162.00	-37,162.00				

Report Date 12/04/15

GL Transaction Details

PAGE 4

MGRP18 run by BRIAN

10 : 56 AM

Acct #	Per	Src Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
07364-1100	C.C.	TAPPING FEES			0.00				
	1505	47736		2,000.00		05/27/15	47736 1		TAP IN FEE - 1334 A PARK AVE
	1505		0.00	2,000.00	-2,000.00				
	1506	47853		2,000.00		06/03/15	47853 1		TAP-IN FEE FOR 1414 BRAMBLE LN
		47991		2,000.00		06/10/15	47991 1		TAP IN FEE FOR 14 RESERVOIR RD
	1506		0.00	4,000.00	-6,000.00				
	1509 CR	49458		21,600.00		09/21/15	249	8069 1	GOSHEN MEADOWS INVESTORS L.P.
	1509		0.00	21,600.00	-27,600.00				
07364-1100	****	*** *****	0.00	27,600.00	-27,600.00				
07364-1110	R.C.	TAPPING FEES			0.00				
	1504	47236		7,148.00		04/21/15	1123	7875 1	SUNNY RIDGE FARMS LLC
		47278		7,148.00		04/23/15	1128	7875 1	SUNNY RIDGE FARMS LLC
	1504		0.00	14,296.00	-14,296.00				
	1509 RE	49423		2,000.00		09/18/15	49423 1		TAP IN FEE FOR 1606 ATLEE DR
	1509		0.00	2,000.00	-16,296.00				
07364-1110	****	*** *****	0.00	16,296.00	-16,296.00				
07364-1130	CONNECTION FEES - SEWER				0.00				
	1501 CR	45967		423.00		01/16/15	789	8648 1	GEORGE SMITH & CHRISTINA CONLE
		JE 45968	141.12			01/16/15	PINE ROCK		ANNUAL PINE ROCK INSTALLMENT
	1501		141.12	423.00	-281.88				
	1502 CR	46296		423.00		02/13/15	248	8650 1	JACOBS, ROBERT & CHERYL
		46479		423.00		02/26/15	2381	8649 1	STOFFLET, MICHAEL
		JE 46297	141.12			02/13/15	PINE ROCK		ANNUAL PINE ROCK INSTALLMENT
		46480	141.12			02/26/15	PINE ROCK		ANNUAL PINE ROCK INSTALLMENT
	1502		282.24	846.00	-845.64				

Report Date 12/04/15

GL Transaction Details

PAGE 5

MGRP18 run by BRIAN

10 : 56 AM

Acct #	Per	Src Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
07364-1130	1505	CR 47731		423.00		05/27/15	1124	8651 1	PAPPANO, JOSEPH & PATRICIA
	1505		0.00	423.00	-1,268.64				
07364-1130	****	*** *****	423.36	1,692.00	-1,268.64				
07380-1000		MISCELLANEOUS REVENUE			0.00				
	1501	JE 45968		141.12		01/16/15	PINE ROCK		ANNUAL PINE ROCK INSTALLMENT
	1501		0.00	141.12	-141.12				
	1502	46297		141.12		02/13/15	PINE ROCK		ANNUAL PINE ROCK INSTALLMENT
		46480		141.12		02/26/15	PINE ROCK		ANNUAL PINE ROCK INSTALLMENT
	1502		0.00	282.24	-423.36				
07380-1000	****	*** *****	0.00	423.36	-423.36				
07392-0500		TRANSFER FROM SEWER OPERATING			0.00				
	1507	48567		20,000.00		07/16/15	DEPOSIT		DEPOSIT \$ FROM SEWER ACCT.
	1507		0.00	20,000.00	-20,000.00				
07392-0500	****	*** *****	0.00	20,000.00	-20,000.00				
07424-1400		ADMINISTRATIVE WAGES			0.00				
	1503	CD 46874	8,292.10			03/30/15	2267	425	EAST GOSHEN TOWNSHIP - GENERAL 1ST QTR.2015 REIMBURS. FR: MUN.A
	1503		8,292.10	0.00	8,292.10				
	1506	48284	8,292.10			06/30/15	2273	425	EAST GOSHEN TOWNSHIP - GENERAL 2ND QTR.2015 REIMBURSMT FR:MUN.A
	1506		8,292.10	0.00	16,584.20				
	1509	49529	8,292.10			09/25/15	2280	425	EAST GOSHEN TOWNSHIP - GENERAL 3RD QTR 2015 REIMBURSEMNT FR: MA

Report Date 12/04/15

GL Transaction Details

PAGE 6

MGRP18 run by BRIAN

10 : 56 AM

Acct #	Per	Src Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
07424-1400	1509	CD 49551	-8,292.10			09/25/15	2280	425	EAST GOSHEN TOWNSHIP - GENERAL VOID CK.2280
		49552	7,666.80			09/25/15	2281	425	EAST GOSHEN TOWNSHIP - GENERAL 3RD QTR.2015 REIMBURSEMNT FR: MA
1509			7,666.80	0.00	24,251.00				
07424-1400	****	*** *****	24,251.00	0.00	24,251.00				
07424-3000		MISCELLANEOUS EXPENSE		0.00					
1501		45777	950.00			01/02/15	2260	2132	PENNSYLVANIA MUNICIPAL AUTHORITIES ASSOC 2015 ACTIVE MEMBERSHIP DUES
		46110	500.00			01/29/15	2263	2737	COMMONWEALTH OF PA ANNUAL FEE - NPDES PERMIT -CHAP.
1501			1,450.00	0.00	1,450.00				
1506	JE	48342	18.05			07/02/15	BANK FEE		DEPOSIT SLIP ORDER 6/6/15
1506			18.05	0.00	1,468.05				
07424-3000	****	*** *****	1,468.05	0.00	1,468.05				
07424-3110		MUNIC.AUTH.-AUDITING		0.00					
1507	CD	48553	8,900.00			07/16/15	2275	808	MAILLIE FALCONIERO & CO. EXAM.FINANCIAL STATEMENTS 12/31/
1507			8,900.00	0.00	8,900.00				
07424-3110	****	*** *****	8,900.00	0.00	8,900.00				
07424-3130		ENGINEERING SERVICES		0.00					
1501		45953	621.50			01/15/15	2261	1052	PENNONI ASSOCIATES INC. SERVICES THRU 12/7/14 GENERAL
		46013	640.00			01/22/15	2262	1052	PENNONI ASSOCIATES INC. SERVICE THRU 11/9/14 GEN.SERVICE
1501			1,261.50	0.00	1,261.50				

Report Date 12/04/15

GL Transaction Details

PAGE 7

MGRP18 run by BRIAN

10 : 56 AM

Acct #	Per	Src Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
07424-3130	1502	CD 46311	5,571.50			02/13/15	2264	1052	PENNONI ASSOCIATES INC. SERVICES THRU 1/18/15 2014 CHAP.
1502			5,571.50	0.00	6,833.00				
1503	46649		5,685.00			03/12/15	2266	1052	PENNONI ASSOCIATES INC. SERVICES THRU 2/15/15 2014 CHAP.
1503			5,685.00	0.00	12,518.00				
1504	47119		4,718.75			04/15/15	2269	1052	PENNONI ASSOCIATES INC. SERV. THRU 3/22/15 2015 GEN.SER
1504			4,718.75	0.00	17,236.75				
1505	47583		10,136.50			05/14/15	2270	1052	PENNONI ASSOCIATES INC. SERV. THRU 4/19/15 2015 GEN.SERV
1505			10,136.50	0.00	27,373.25				
1506	47984		1,843.75			06/10/15	2272	1052	PENNONI ASSOCIATES INC. SERVICE THRU 5/17/15 2015 GEN.SE
1506			1,843.75	0.00	29,217.00				
1507	48553		1,921.25			07/16/15	2276	1052	PENNONI ASSOCIATES INC. SERV. THRU 6/21/15 2015 SEMI-ANN
1507			1,921.25	0.00	31,138.25				
1508	48772		373.75			08/03/15	2277	1052	PENNONI ASSOCIATES INC. SERVICES THRU 7/19/15 2015 GEN.S
1508			373.75	0.00	31,512.00				
1509	49338		460.00			09/11/15	2279	1052	PENNONI ASSOCIATES INC. SERVICE THRU 8/16/15 2015 GEN.SE
1509			460.00	0.00	31,972.00				
1510	49748		641.25			10/13/15	2283	1052	PENNONI ASSOCIATES INC. SERV. THRU 9/20/15 2015 SEMI-ANN

Report Date 12/04/15

GL Transaction Details

PAGE 8

MGRP18 run by BRIAN

10 : 56 AM

Acct #	Per	Src Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
1510			641.25	0.00	32,613.25				
1511		50314	652.50			11/19/15	2285	1052	PENNONI ASSOCIATES INC. SERV.THRU 10/18/15 2015 GEN.SERV
1511			652.50	0.00	33,265.75				
07424-3130	****	*** *****	33,265.75	0.00	33,265.75				
07424-3140		LEGAL SERVICES			0.00				
1503		46649	300.00			03/12/15	2265	528	GAWTHROP GREENWOOD & HALSTED LEGAL SERVICE - 1/12/15 GEN.AUT
1503			300.00	0.00	300.00				
1504		47119	840.00			04/15/15	2268	528	GAWTHROP GREENWOOD & HALSTED LEGAL SERVICE 2/6-2/9/15 GEN.AUT
1504			840.00	0.00	1,140.00				
1506		47984	860.00			06/10/15	2271	528	GAWTHROP GREENWOOD & HALSTED LEGAL SERV. 4/7-4/13/15 GEN.AUT
1506			860.00	0.00	2,000.00				
1507		48553	380.00			07/16/15	2274	528	GAWTHROP GREENWOOD & HALSTED LEGAL SERVICE 6/3-6/8/15 GEN.AU
1507			380.00	0.00	2,380.00				
1508		48918	300.00			08/12/15	2278	528	GAWTHROP GREENWOOD & HALSTED LEGAL SERVICES 7/13/15 GEN.AUTH
1508			300.00	0.00	2,680.00				
1510		49748	260.00			10/13/15	2282	528	GAWTHROP GREENWOOD & HALSTED LEGAL SERVICES 8/10/15 GEN.AUTH.
1510			260.00	0.00	2,940.00				

Report Date 12/04/15

GL Transaction Details

PAGE 9

MGRP18 run by BRIAN

10 : 56 AM

Acct #	Per	Src Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
07424-3140	1511	CD 50314	380.00			11/19/15	2284	528	GANTHROP GREENWOOD & HALSTED LEGAL SERV. 10/12/15 GEN.AUTH.
	1511		380.00	0.00	3,320.00				
07424-3140	****	*** *****	3,320.00	0.00	3,320.00				
07428-1000		RESERVOIR PUMP STATION - ENGINEER			0.00				
	1501	45954	137.50			01/15/15	10029	1052	PENNONI ASSOCIATES INC. SERV.THUR 12/7/14 RESERV.RD ACT
		46014	852.50			01/22/15	10030	1052	PENNONI ASSOCIATES INC. SERVICE THRU 11/9/14 RESERVOIR R ACT.537
	1501		990.00	0.00	990.00				
	1502	46312	5,382.80			02/13/15	10031	1052	PENNONI ASSOCIATES INC. SERV.THUR 1/18/15 RESERVOIR RD.P ACT 537 PLANNING
	1502		5,382.80	0.00	6,372.80				
	1503	46650	10,394.70			03/12/15	10032	1052	PENNONI ASSOCIATES INC. SERV. THRU 2/15/15 RESERVOIR RD.
	1503		10,394.70	0.00	16,767.50				
	1504	47120	18,607.75			04/15/15	10033	1052	PENNONI ASSOCIATES INC. SERV. THRU 3/22/15 RESERVOIR RD. DESIGN & PERMITTING
	1504		18,607.75	0.00	35,375.25				
	1505	47584	15,825.75			05/14/15	10034	1052	PENNONI ASSOCIATES INC. SERV.THUR 4/19/15 RESERVOIR RD. DESIGN & PERMITTING
	1505		15,825.75	0.00	51,201.00				
	1506	47990	9,249.50			06/10/15	10035	1052	PENNONI ASSOCIATES INC. SERV.THUR 5/17/15 RESERVOIR RD
	1506		9,249.50	0.00	60,450.50				

Report Date 12/04/15

GL Transaction Details

PAGE 10

MGRP18 run by BRIAN

10 : 57 AM

Acct #	Per	Src	Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
07428-1000	1507	CD	48554	10,841.50			07/16/15	10036	1052	PENNONI ASSOCIATES INC. SERV.THRU 6/21/15 - RESERVR.RD P DESIGN & PERMITTING
	1507			10,841.50	0.00	71,292.00				
	1508		48773	4,715.25			08/03/15	10037	1052	PENNONI ASSOCIATES INC. SERV.THRU 7/19/15 RESERVOIR RD
	1508			4,715.25	0.00	76,007.25				
	1509		49341	11,709.00			09/11/15	10038	1052	PENNONI ASSOCIATES INC. SERVICES THRU 8/16/15 RESERV.RD
	1509			11,709.00	0.00	87,716.25				
	1510		49749	34,515.75			10/13/15	10039	1052	PENNONI ASSOCIATES INC. SERV. THRU 9/20/815 RESERV.RD
		JE	50127	2,250.00			11/04/15	RECLASS		RECLASS EARTHCORE INV.6865 PYMT. 10/22 CK.10040
	1510			36,765.75	0.00	124,482.00				
	1511	CD	50190	1,500.00			11/09/15	10041	263	CHESTER COUNTY CONSERVATION DISTRICT RESERVOIR RD. PERMIT FEE
				213.00			11/09/15	10042	2299	CLEAN WATER FUND -PA DEP - BUREAU WATER DISTURBED ACREAGE FEE-RESERV.RD
			***	1,713.00	0.00	***				
			50313	7,240.75			11/19/15	10043	1052	PENNONI ASSOCIATES INC. SERVICES THRU 10/8/15 RESERV.RD
	1511			8,953.75	0.00	133,435.75				
07428-1000	****	***	*****	133,435.75	0.00	133,435.75				
07428-2000	RESERVOIR PUMP STATION CONSTRUCTION					0.00				
	1510		49947	2,250.00			10/22/15	10040	2911	EARTHCORE SERVICES LLC TRUCK RIG MOBILIZATION, SKIDSTEE TRACK RIG, AUGER PROBES
		JE	50127		2,250.00		11/04/15	RECLASS		RECLASS EARTHCORE INV.6865 PYMT. 10/22 CK.10040
	1510			2,250.00	2,250.00	0.00				

East Goshen Township General Ledger

Report Date 12/04/15

GL Transaction Details

PAGE 11

MGRP18 run by BRIAN

10 : 57 AM

Acct #	Per	Src	Trx #	Debits	Credits	Beg/End Bal	Date	Check/Ref #	ID #	Name/Description
07428-2000	****	***	*****	2,250.00	2,250.00	0.00				
Grand Total										
	207,313.91		106,816.30	100,497.61						

DRAFT 12/11/2015

Municipal Authority Goals for 2016

Using the comprehensive plan that was adopted on October 20, 2015 as a guide, I propose the following goals for the Municipal Authority (MA) for 2016. Our goals for 2016 and the sections of the comprehensive plan that impact the MA are listed below.

1. Operate RCSTP in compliance with NPDES Permit requirements.
2. Continue to implement formal I & I plan.
3. Respond to capacity requests within 45 days.
4. Update the operations manual for RCSTP and pump stations.
5. Submit topical articles of interest for the East Goshen newsletter.
6. Attend West Goshen Municipal Authority meetings to keep informed of planned capital expenditures and operation compliance.

Municipal Authority Goals for 2015

8. GOALS

- a. Submit an article for each newsletter – Due date for newsletter

Need by 1/30/15 – Jack - Completed

Need by 5/1/15 – Dana - Completed

Need by 8/31/15 - Ed - Completed

Need by 10/30/15 – Dana - Completed

- b. Obtain construction permits for the Reservoir Road Pump Station – December 31, 2015 2/6 – Test boring done, meeting with Mike to review preliminary site plan and discuss control options. 3/9 concept design completed, met with PA DEP. 5/11 stormwater perc test completed, scheduled to meet with CCCD on 5/21 6/8 Nothing unusual from our meeting with CCCD. Rick and Mark need to meet with WG to discuss control process. 6/22 WG is ok with proposed control process
- c. Attend West Goshen Meetings quarterly – more often if needed.
1st Quarter – Jack - Completed
2nd Quarter – Jack - Completed
3rd Quarter - Ed - Completed
4th Quarter
- d. Respond to capacity requests in 45 days or less.

- e. Continue to implement I & I Plan 5/11 meeting with Mike on 5/13 to review plan
- f. Operate RCSTP in compliance with NPDES Permit February, April, May, June, July, August, September, October

9. Community Facilities and Services Plan

9.6.	Continuing the provisions of effective administrative, public works, and related services.	*	on-going	BOS	MA	Maintenance	GF
9.7.	Continuing to support important and viable Community Facilities.	*	on-going	BOS	PR	Maintenance	GF

10. Utilities Plan

10.1.	Continuing to provide effective sewage disposal and wastewater treatment with oversight of the Municipal Authority.	*	on-going	BOS	MA	Development	PS
10.2.	Continuing to provide effective solid waste disposal, and recycling services.	*	on-going	BOS	MA	Maintenance	GF
10.3.	Maintaining the role of the East Goshen Township Municipal Authority for evaluating sewer and unsewered areas.	*	on-going	BOS	MA	Special Study, Plan Review	PS



Gawthrop Greenwood, PC
Attorneys at Law

17 East Gay Street, Suite 100, P.O. Box 562 p. 610.696.8225
West Chester, PA 19381- 0562 www.gawthrop.com

Patrick M. McKenna
610.696.8225 x 155
610.344.0922 fax
pmckenna@gawthrop.com

October 27, 2015

OCT 28 2015

Louis F. Smith, Jr., Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380-6199

Re: 2016 Fees For Legal Services

Dear Rick:

Please be advised that for 2016, Gawthrop Greenwood has no plans to change the rates or the terms of engagement under which we currently service East Goshen Municipal Authority.

The firm is pleased to have the continuing opportunity to provide legal services to the Municipal Authority in 2016 at our current rate of \$200 per hour. I highly value our long-standing relationship with East Goshen Township and its officials and staff. I would expect that for purposes of budgeting you would be safe in assuming that our experience in 2016 will be similar to the amount of work we did in 2015.

Very truly yours,

Patrick M. McKenna

PMM/ams

Reservoir Road Pump Station

12/10/2015

Task No.	Activity	Approved Fee	Effort To-Date (thru 12/6/15)		Completed?
1	Concept Design	\$13,700.00	\$13,655.75	T&M	Yes
2	DEP WQM Pre-App. Meeting	\$1,400.00	\$1,300.00	T&M	Yes
3	Existing Conditions Survey	\$23,300.00	\$22,783.75	LS	No
4	Sewer Stakeout in Easements	\$3,600.00	\$0.00	T&M	No
5	1636 Bow Tree Dr. Boundary Survey & Easement	\$4,020.00	\$0.00	LS	No
6	Additional Boundary Surveys & Easements	\$9,000.00	\$0.00	T&M	No
7	Geotechnical Borings	\$4,000.00	\$4,000.00	LS	Yes
8	Install Permanent Survey Benchmarks	\$4,000.00	\$0.00	T&M	No
9	Progress Design	\$39,100.00	\$29,450.00	T&M	Yes
10	Infiltration Testing	\$1,800.00	\$1,800.00	T&M	Yes
11	Final Design	\$47,400.00	±\$56,333.50	T&M	No
12	Permitting	\$15,800.00*	±\$20,759.25*	T&M	No
TOTAL		\$167,120.00	±\$150,082.25		

*Permitting originally approved for \$15,800 without fee for floodplain H&H analysis or Joint Permit (JP) application. Fee for this extra effort was proposed at \$11,500. Analysis and JP applications have been completed and submitted to PADEP for an additional \$6,426, a portion of which was approved for payment at the November MA meeting. The remainder of the \$6,426 still needs to be formally approved in the December and January monthly invoices.

Supplemental Fee

Projected effort to complete Phases 11 and 12 design, bid documents, and remaining permit applications will exceed the approved T&M fee estimate by approx. \$18,000 + \$6,426 for the H&H and JP application for a grand total **approx. \$24,426**. This does not include responses or revisions to address any regulatory agency comments.

Reallocation of Budget

Phases 1, 2, 3, and 9 were completed for a combined \$10,315 under budget.

We discussed that Phases 4, 6, and 8 work is not necessary at this time. These phases are a total of \$16,600.

The total remaining from under budget phases and non-required phases is **\$26,915**. A transfer of these funds into Phases 11 and 12 will cover the projected effort to complete the project as well as approx 20 hours of coordination with regulatory agencies and revisions/responses to any agency comments on the various permit applications.

Supplemental Work

- Floodplain H&H analysis and Joint Permit floodplain filling/creek crossing permit application
- Stormwater management design and NPDES permit application more effort than anticipated due to multiple stormwater BMPs being needed and significant plan detailing for Ridley Creek HQ watershed.
- DEP updated the NPDES Notice of Intent Application package in October after we had already filled nearly all of it out. They require most current forms so we had to re-do on new and additional forms.
- Prepared PennDOT HOP applications for soft dig test pits (approved Phase 12 Permitting scope included HOP applications for force main construction but not for test pits).
- More coordination with utility companies in preparation for soft dig test pits.
- PECO required an 8'x8' transformer pad/vault after the SWM design was completed. Since the pad was much larger than typical, we had to revise the entire SWM design to manage the extra impervious area.

Remaining Work

- QC review and submit PADEP Part 2 WQM permit application for the pump station
- Finalize PennDOT HOP application and detour routes for force main construction
- QC review bid document
- Update cost estimate for changes made during final design
- ~~Water service application~~
- Field measure depths of several utility structures that were inaccessible to survey crew
- Confirm building architectural finish with EGT
- Address any comments from EGT Codes Dept
- Address PW comments to add utility sink in building

December 10, 2015

Rick Smith, Township Manager
East Goshen Municipal Authority
1580 Paoli Pike
West Chester, PA 19380

Re: Proposal for Professional Services
RCSTP and Pump Stations' O&M Manual

Dear Mr. Smith:

Pennoni Associates Inc. is pleased to submit the following proposal to prepare a new Operations and Maintenance (O&M) Manual for the Ridley Creek Sewage Treatment Plant (RCSTP) and for the pump stations in the conveyance systems.

BACKGROUND

The current Standard Operating Procedures manual for the Township-wide wastewater system was prepared in the 1970s and is no longer relevant with the current and expanded RCSTP and pump stations (PS), today's operating procedures and technology, OSHA safety standards, contacts, etc.

SCOPE OF WORK

Pennoni will prepare a brand new O&M Manual encompassing the RCSTP, Hershey's Mill Pump Station, Hunt Country Pump Station, Ashbridge Pump Station, Barkway Pump Station, and for critical components of the collection and conveyance system such as meters. The O&M Manual will include, but not necessarily be limited to, the following:

- Brief description of facilities
 - Age, location, average flow rates, hydraulic and organic capacities, etc.
 - General treatment process of RCSTP with single-line process diagram
- Current permits
- Contact lists for Township & Authority personnel and contractors/consultants
- Information on key equipment such as pump, meter, generator make and models
- Equipment and chemical product literature and MSDS
- Standard operating procedures, particularly frequency of visits to pump stations and operational procedures during visits
- Regular maintenance procedures such as frequency of wet well cleaning, generator maintenance, meter calibration, etc.
- Control mechanisms for systems such as transducers in pump station wet wells
- Conditions that constitute emergencies
- Emergency response procedures
- Safety procedures, such as confined space entry procedures and related safety equipment information and lock-out tag-out
- Training requirements and certifications
- Township-wide sewer system map

Rick SmithRCSTP and PS O&M Manual

The PW Department will provide listings of each pump station's equipment and pump station product literature and data sheets that are on file. Pennoni has the equipment records and literature for the expanded RCSTP.

Pennoni will assemble the O&M Manual documentation into a bound document with copies to keep at the RCSTP, each pump station, and at the Township building.

SCHEDULE

We anticipate the O&M Manual can be completed within 90 days of Notice to Proceed.

FEE

Our estimated fee, to be billed on a time and material basis, is \$12,500.00. Work will be completed on an hourly basis, billed at the Authority's approved rates for Pennoni for the year in which work is performed.

Extraordinary expenses, authorized in advance and identifiable to the specific project will be billed in addition to the above stated fees. These expenses include, but are not limited to: application fees, UPS and delivery charges, and the reproduction of plans and specifications by outside services. We do not bill for such items as relatively small amounts of in-house printing, mailing expenses, reasonable telephone calls, and travel expenses.

BILLING AND PAYMENT

Fees will be billed monthly, based on actual services completed. Payment is due upon receipt of invoice. Billing and Payment shall be in accordance with Item three (3) of the below-referenced General Terms and Conditions.

The client acknowledges that the method of Billing and Payment has been discussed in detail; that the terms agreed upon can only be changed by a written addendum agreed to by both parties; and work may be stopped until payment is made in accordance with the agreement.

TERMS AND CONDITIONS

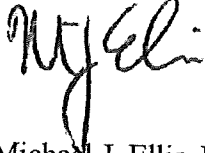
General

Pennoni Associates Inc. General Terms and Conditions (Form No. LE01, Rev. 11/2014) are considered as part of this proposal.

We appreciate this opportunity to submit our proposal. Should you have any questions or need additional information, please do not hesitate to call. Please sign and return one (1) copy of this proposal as our Notice to Proceed.

Sincerely,

PENNONI ASSOCIATES INC.



Michael J. Ellis, PE
Authority Engineer

ACCEPTED BY: _____

(Print Name and Title)

DATE: _____

BIG FISH

Rick Smith

From: scott_towler <scott_towler@comcast.net>
Sent: Friday, December 11, 2015 7:50 AM
To: Rick Smith
Cc: 'Phillips, Barb'
Subject: RE: RCSTP October Invoice

Rick,

Thank you.

Thanks again for the opportunity to operate RCSTP on behalf of the Township.

Enjoy a great day.

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: Rick Smith <rsmith@eastgoshen.org>
Date: 12/11/2015 7:29 AM (GMT-05:00)
To: 'Scott' <scott_towler@comcast.net>
Cc: "'Phillips, Barb'" <bphillips@eastgoshen.org>
Subject: RE: RCSTP October Invoice

Scott

I am ok with the 2% increase

Rick

From: Scott [mailto:scott_towler@comcast.net]
Sent: Wednesday, December 09, 2015 11:01 PM
To: Rick Smith
Cc: Phillips, Barb
Subject: RCSTP October Invoice

Rick,

I apologize for being a nuisance. Can you provide an update on the status of the October O&M invoice for RCSTP? If there are any questions, don't hesitate to contact me.

I would like to request the Authority considering renewing our service to operate RCSTP and the sludge dewatering system. The CPI index for all services not including housing and rent for the area is 1.7%. I would like to Board and Township to consider a 2.0% increase of the base fee and hourly rate. If you're in agreement, I'll prepare a letter to accompany the O&M report for Monday's meeting.

Please advise.

Thanks again for the opportunity to operate RCSTP and serve both the Township and Municipal Authority.

Sincerely,

Scott A. Towler

December 4, 2015

EGMA1600

Rick Smith, Township Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Re: Fee Schedule for Year 2016 and Annual Services
East Goshen Municipal Authority

Dear Rick:

Pennoni is proud to serve East Goshen Municipal Authority, and we look forward to working with you again in 2016. We have enjoyed the challenging projects this year, and we cherish the relationships we have formed with the Authority, the Township, and the community. We respectfully request reappointment as Authority Engineer for 2016.

The proposed rates shown below for 2016 apply to our work as Municipal Authority Engineer. We are proposing an increase of approximately 3% per classification, with a range from 2.6% to 3.5% per classification.

Authority Engineer.....	\$119/hr
Senior Engineer.....	\$113/hr
Project Engineer.....	\$100/hr
Staff Engineer	\$93/hr
Associate Engineer.....	\$88/hr
Senior Engineering Technician.....	\$88/hr
Graduate Engineer	\$79/hr
Engineering Technician II.....	\$79/hr
Engineering Technician I.....	\$69/hr

While our company has many employee classifications, these are the classifications most frequently utilized in performing tasks for our municipal clients. We assign the most appropriate level staff competent to perform the work effort requested.

As part of our responsibilities to the Authority as the appointed Engineer, we will provide the following professional services:

- Participation in monthly meetings of the Authority Board.
- Preparation of semi-annual sewer reports in March and September.
- Continuing support in I&I reduction with periodic sewer meter data analysis upon request.
- Preparation of the annual Chapter 94 Municipal Wasteload Management Reports.
- Consultation on issues on behalf of the Authority.

The estimated total fee for annual services is \$38,500, to be billed on an hourly basis at the above rates. We have allocated the budget as follows:

- | | |
|---|----------|
| • Monthly meetings and general consultation | \$12,300 |
| • I&I support and semi-annual reports | \$11,200 |
| • Chapter 94 reports | \$15,000 |

The estimated fees are based upon the actual level of effort for each activity over the past four years. The total fee for these activities is a 3% increase over our 2015 fee, consistent with the 2016 budget approved by the Municipal Authority.

Similar to previous years, we will establish separate accounts for each project listed above, and each project will be invoiced separately. Other projects outside of general services, as requested, will be proposed separately and at the approved rates schedule.

If you have any questions, please do not hesitate to contact me.

Sincerely,

PENNONI ASSOCIATES INC.



Michael J. Ellis, PE
Authority Engineer

Memorandum

East Goshen Township

1580 Paoli Pike

West Chester, PA 19380


Voice: 610-692-7171

Fax: 610-692-8950

E-mail: mgordon@eastgoshe.org

Date: 11/25/2015

To: Municipal Authority

From: Mark Gordon, Township Zoning Officer 

Re: 53-4-37.1 / 942 Cornwallis Drive /Sewer Capacity

Dear Authority Members,

Enclosed is a subdivision application for a 2 lot subdivision at 942 Cornwallis Drive. The plan proposes to split the 3.5 ac parcel into two lots. The existing home is connected to public sewer. The applicant proposes to demolish the existing home and redevelop the lot with two new Single Family homes. The development will result in one new single family home connected to the public sewer system.

The applicant is requesting capacity for one new EDU and to reuse the existing EDU.

Draft Motion:

I move that we approve the sewer capacity request and authorize staff to forward the sewer planning module exemption request to DEP.

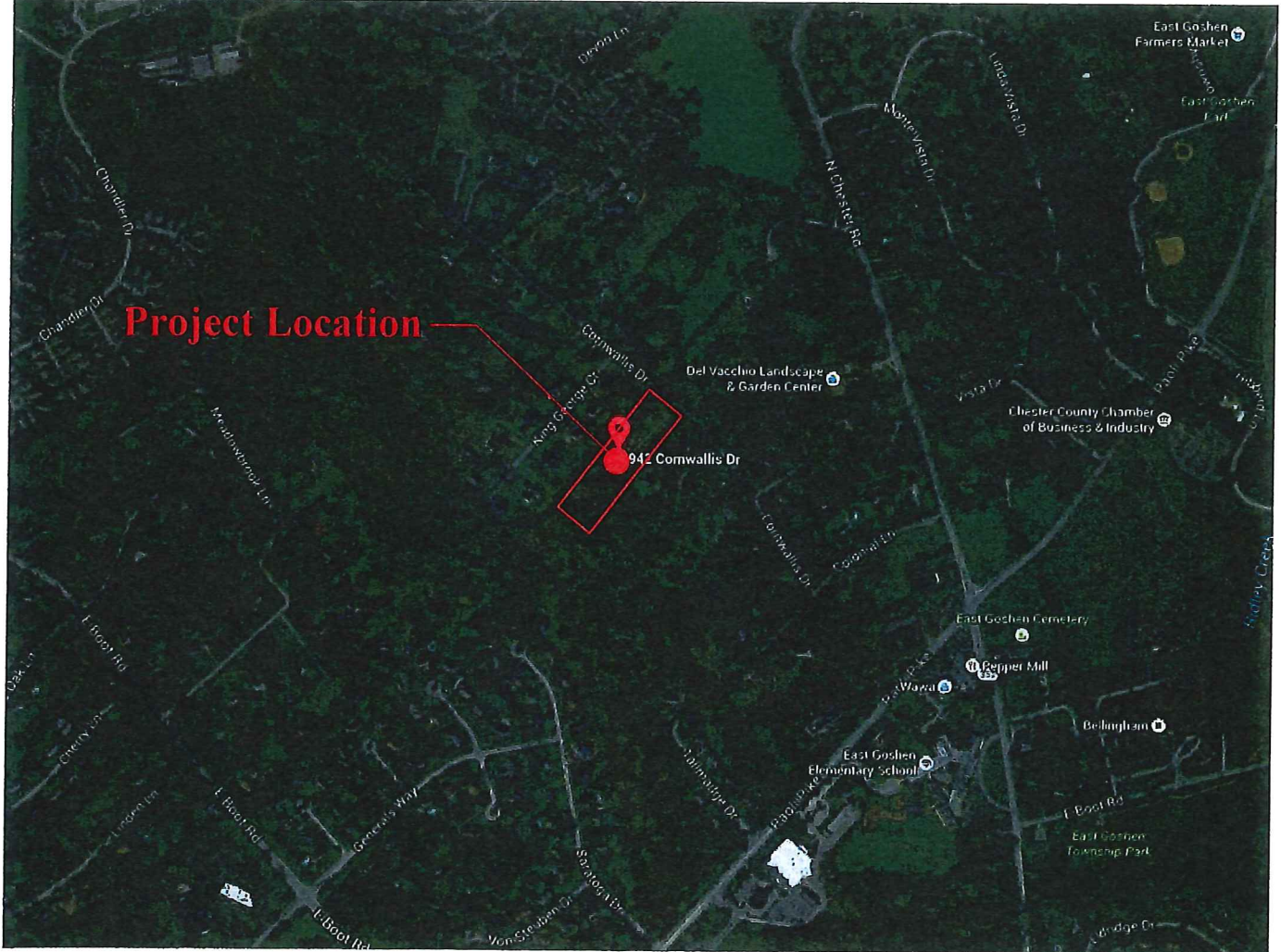
Request for Sewage Planning Exemption 942 Cornwallis Drive

1. Introduction

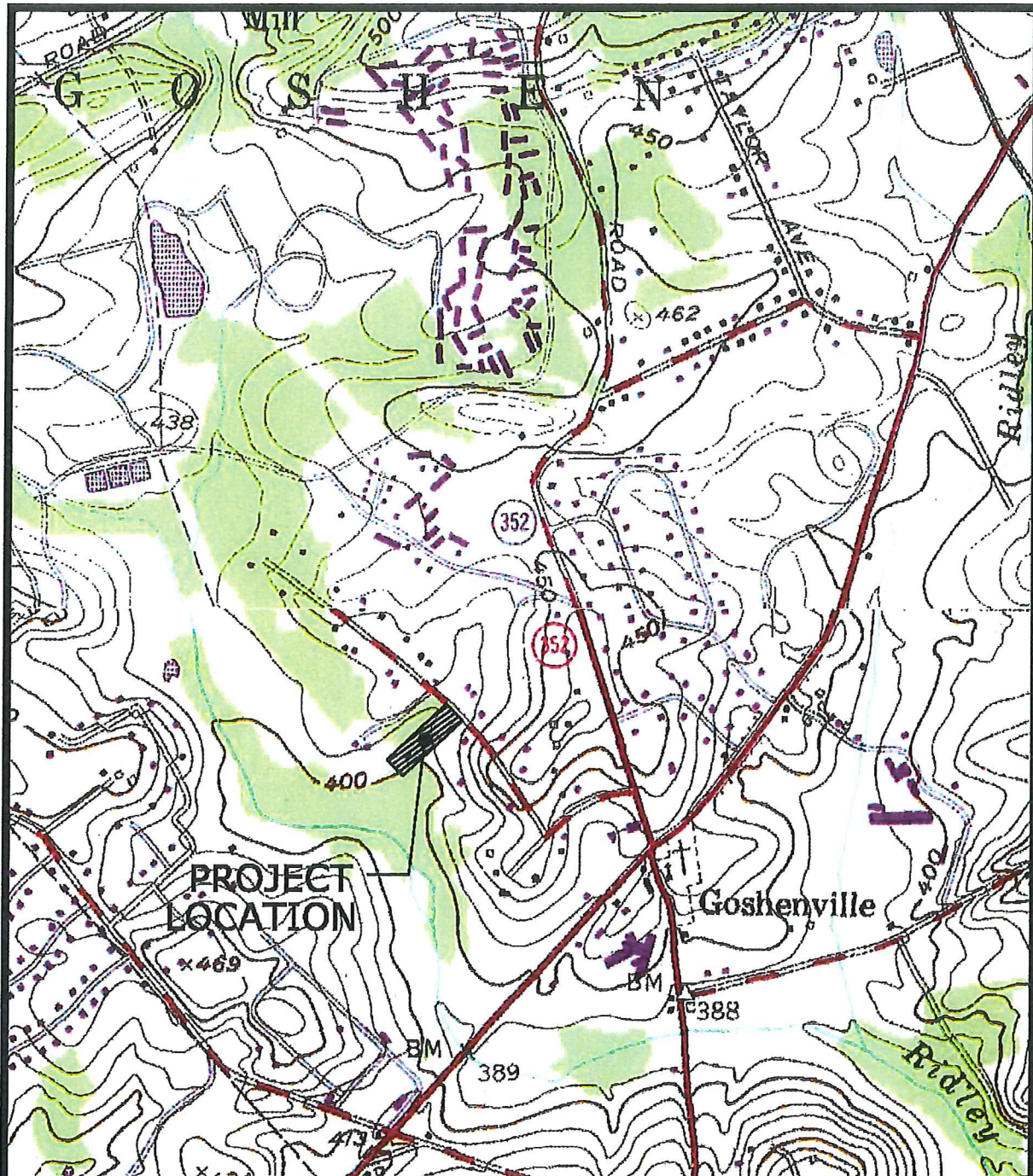
Robert L. Gionfriddo is the owner/developer of the subject property, located at 942 Cornwallis Drive, West Chester, PA 19382. The property is located southwest of Cornwallis Drive in East Goshen Township and contains 3.59 acres of land (illustrated on Map 1).

Map 1 shows the project location on an aerial photograph map, and Map 2 shows the project location on a USGS Map—the development area is highlighted.

Map 1: Aerial Photograph:



Map 2: USGS Map:



JMR ENGINEERING, LLC
444 CREAMERY WAY, SUITE 300
EXTON, PA 19341
PHONE: (484) 880-7342
EMAIL: jack@jmrengineering.com

**USGS MAP:
WEST CHESTER QUAD
FOR
942 CORNWALLIS DRIVE**

EAST GOSHEN TOWNSHIP

CHESTER COUNTY, PA

Plotted: 11/25/15 | File: USGS Map.dwg

PROJECT #1090

SCALE: 1"=1000'

DATE: 11/25/15

BY: SRH

2. Project Description

ROBERT L. GIONFRIDDO is proposing to subdivide a 3.59-acre property located at 942 Cornwallis Drive, East Goshen Township, Chester County, Pennsylvania. The development shall subdivide the existing Tax Parcel Number 53-4-37.1 into two (2) separate parcels. Access for the two (2) new lots is provided by a proposed shared paved driveway intersecting with Cornwallis Drive. The lot falls within the R-2 Low Density Residential Zoning District and is proposed to contain two (2) detached single family dwellings and a shared driveway. The existing dwelling is currently served by public sewer. The proposed lot shall also be served by public sewer. Sewer treatment and disposal will be provided via Ridley Creek Sewer Treatment Plant.

Table 1 shows the breakdown of projected sewage flows for the proposed development.

Table 1:

942 Cornwallis Drive			
Proposed Development	Unit Count	Flow (gpd)	Projected Flow (gpd)
Single Family Dwelling	1	275	275

Total flow for the project is anticipated to be 275 gpd.

SUMMARY

The developer is requesting approval to allocate **1 EDU's** of treatment and disposal to the proposed facility.

1. Development Information

Name of Development 942 Cornwallis Drive
 Developer Name Robert Gionfriddo
 Address 942 Cornwallis Drive, West Chester, PA 19380
 Telephone #: (610) 476-0818
 Email argcomfort@gmail.com

2. Location of Development

- a. County Chester
 b. Municipality East Goshen Township
 c. Address or Coordinates Lat: 39° 59' 49.8" N
Long: -75° 33' 4.1" W
 d. Tax Parcel # 53-4-37.1
 e. USGS Quad Name West Chester Quad
inches up 3.28 over 3.15
from bottom left corner of map.
 f. Located in a High Quality/Exceptional Value watershed?
☒ Yes ☐ No

3. Type of Development Proposed (check appropriate box)

- ☒ Residential ☐ Multi-Residential
 Describe 2 Single Family Dwellings/2 Lots
☐ Commercial ☐ Institutional
 Describe _____
☐ Brownfield Site Redevelopment
☐ Other (specify) _____

4. Size

- a. # of lots 2 # of EDUs 1
 b. # of lots since 5/15/72 N/A
 c. Development Acreage 0.73
 d. Remaining Acreage 2.86

5. Sewage Flows 275 gpd

6. Proposed Sewage Disposal Method (check applicable boxes)

- a. ☒ Sewerage System
☒ Existing (connection only) ☐ New (extension)
☒ Public ☐ Private
☐ Pump Station(s)/Force Main ☒ Gravity
 Name of existing system being extended _____
 Interceptor Name _____
 Treatment Facility Name Ridley Creek Sewer Treatment Plant
 NPDES Permit _____
 b. ☐ Construction of Treatment Facility
☐ With Stream Discharge
☐ With Land Application (not including IRSIS)
☐ Other
☐ Repair?
 Name of waterbody where point of discharge is proposed
 (if stream discharge) _____

- c. ☐ Onlot Sewage Disposal Systems
 (check appropriate box)
☐ Individual onlot system(s) (including IRSIS)
☐ Community onlot system
☐ Large-Volume onlot system
 d. ☐ Retaining tanks

Number of Holding Tanks _____

Number of Privies _____

7. ☐ Request Sewage Facilities Planning Module forms in electronic format

8. Request for Planning Exemption

- a. Protection of rare, endangered or threatened species

Check one:

☐ The "PNDI Project Environmental Review Receipt" is attached. or

☒ A completed "PNDI Project Planning & Environmental Review Form," (PNDI Form) is attached. I request DEP staff to complete the required PNDI search for my project. I realize that my planning exemption will be considered incomplete and that the DEP processing of my planning exemption request will be delayed, until a "PNDI Project Environmental Review Receipt" and all supporting documentation from jurisdictional agencies (when necessary) is/are received by DEP.

Applicant or Consultant Initials _____

- b.
- ☒
- Plot Plan Attached
- ☐
- Site Reports Attached

c. Onlot Disposal Systems

- (1) I certify that the Official Plan shows this area as an onlot service area.

 (Signature of Municipal Official) / Date

 Name (Print) / Title

Municipality (must be same as in 2.b.) _____

Telephone # _____

- (2) I certify that each lot in this subdivision has been tested and is suitable for both a primary and replacement sewage disposal system.

 Signature of SEO / Date

 Name (Print) / Certification #

Telephone # _____

- (3) I certify that each lot in this subdivision is at least 1 acre in size

 (Signature of Project Applicant/Agent) / Date

- d. Public Sewerage Service (i.e., ownership by municipality or authority)

Based upon written documentation, I certify that the facilities proposed for use have capacity and that no overload exists or is projected within 5 years. (Attach documents.)

 (Signature of Municipal Official) / Date

 Name (Print) / Title

Municipality (must be same as in 2.b.) _____

Telephone # _____

Return Correspondence/Forms to:

DEPARTMENT OF ENVIRONMENTAL PROTECTION

DEP USE	
Components Sent	
Onlot Disposal	<input type="checkbox"/>
Collection and Treatment	<input type="checkbox"/>
Planning Agency Review	<input type="checkbox"/>
Exempt from Planning	<input type="checkbox"/>
Code	_____
Date	_____

"Fold Here"

1. PROJECT INFORMATION

Project Name: **Gionfriddo**

Date of review: **11/25/2015 11:22:45 AM**

Project Category: **Development, Residential, subdivision which will contain 1-2 lots with 1-2 single family living units**

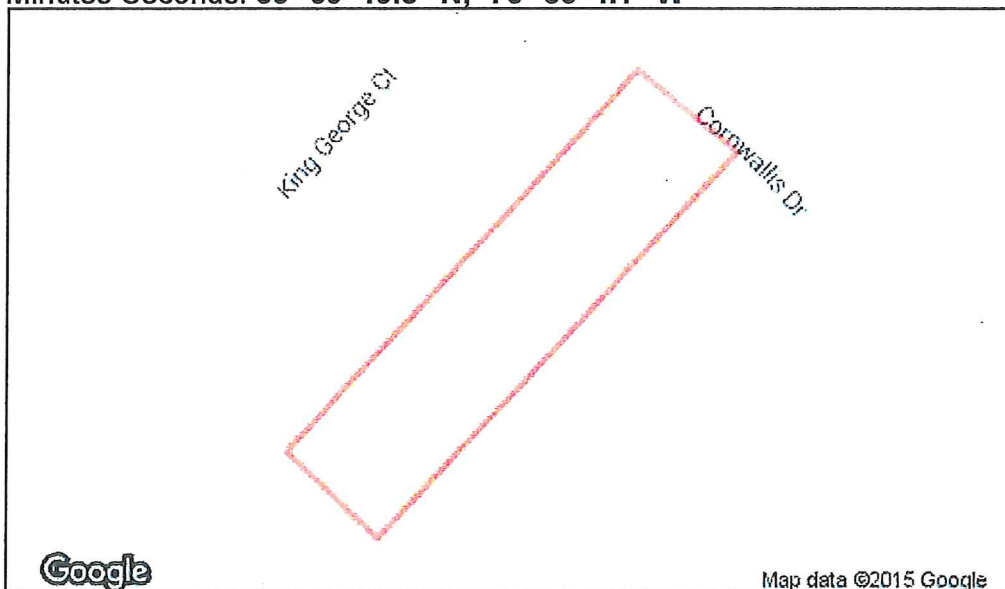
Project Area: **3.7 acres**

County: **Chester** Township/Municipality: **East Goshen**

Quadrangle Name: **WEST CHESTER** ~ ZIP Code: **19380**

Decimal Degrees: **39.997154 N, -75.551131 W**

Degrees Minutes Seconds: **39° 59' 49.8" N, -75° 33' 4.1" W**



2. SEARCH RESULTS

Agency	Results	Response
PA Game Commission	No Known Impact	No Further Review Required
PA Department of Conservation and Natural Resources	Potential Impact	FURTHER REVIEW IS REQUIRED, See Agency Response
PA Fish and Boat Commission	No Known Impact	No Further Review Required
U.S. Fish and Wildlife Service	No Known Impact	No Further Review Required

As summarized above, Pennsylvania Natural Diversity Inventory (PNDI) records indicate there may be potential impacts to threatened and endangered and/or special concern species and resources within the project area. If the response above indicates "No Further Review Required" no additional communication with the respective agency is required. If the response is "Further Review Required" or "See Agency Response," refer to the appropriate agency comments below. Please see the DEP Information Section of this receipt if a PA Department of Environmental Protection Permit is required.

Note that regardless of PNDI search results, projects requiring a Chapter 105 DEP individual permit or GP 5, 6, 7, 8, 9 or 11 in certain counties (Adams, Berks, Bucks, Carbon, Chester, Cumberland, Delaware, Lancaster, Lebanon, Lehigh, Monroe, Montgomery, Northampton, Schuylkill and York) must comply with the bog turtle habitat screening requirements of the PASPGP.

RESPONSE TO QUESTION(S) ASKED

Q1: "Will the entire project area (including any discharge), plus a 300 feet buffer around the project area, all occur in or on an existing building, parking lot, driveway, road, road shoulder, street, runway, paved area, railroad bed, maintained (periodically mown) lawn, crop agriculture field or maintained orchard?"

Your answer is: **3. Unknown**

3. AGENCY COMMENTS

Regardless of whether a DEP permit is necessary for this proposed project, any potential impacts to threatened and endangered species and/or special concern species and resources must be resolved with the appropriate jurisdictional agency. In some cases, a permit or authorization from the jurisdictional agency may be needed if adverse impacts to these species and habitats cannot be avoided.

These agency determinations and responses are **valid for two years** (from the date of the review), and are based on the project information that was provided, including the exact project location; the project type, description, and features; and any responses to questions that were generated during this search. If any of the following change: 1) project location, 2) project size or configuration, 3) project type, or 4) responses to the questions that were asked during the online review, the results of this review are not valid, and the review must be searched again via the PNDI Environmental Review Tool and resubmitted to the jurisdictional agencies. The PNDI tool is a primary screening tool, and a desktop review may reveal more or fewer impacts than what is listed on this PNDI receipt. The jurisdictional agencies **strongly advise against** conducting surveys for the species listed on the receipt prior to consultation with the agencies.

PA Game Commission

RESPONSE: No Impact is anticipated to threatened and endangered species and/or special concern species and resources.

PA Department of Conservation and Natural Resources

RESPONSE: Further review of this project is necessary to resolve the potential impacts(s). Please send project information to this agency for review (see WHAT TO SEND).

DCNR Species: (Note: The PNDI tool is a primary screening tool, and a desktop review may reveal more or fewer species than what is listed below. After desktop review, if a botanical survey is required by DCNR, we recommend the DCNR Botanical Survey Protocols, available here: http://www.gis.dcnr.state.pa.us/hgis-er/PNDI_DCNR.aspx.)

Scientific Name: *Fimbristylis annua*

Common Name: Annual Fimbry

Current Status: Threatened

Proposed Status: Threatened

Scientific Name: Sensitive Species**

Common Name:**Current Status:** Threatened**Proposed Status:** Threatened**Scientific Name:** Symphyotrichum depauperatum**Common Name:** Serpentine Aster**Current Status:** Threatened**Proposed Status:** Threatened**PA Fish and Boat Commission**

RESPONSE: No Impact is anticipated to threatened and endangered species and/or special concern species and resources.

U.S. Fish and Wildlife Service

RESPONSE: No impacts to federally listed or proposed species are anticipated. Therefore, no further consultation/coordination under the Endangered Species Act (87 Stat. 884, as amended; 16 U.S.C. 1531 *et seq.*) is required. Because no take of federally listed species is anticipated, none is authorized. This response does not reflect potential Fish and Wildlife Service concerns under the Fish and Wildlife Coordination Act or other authorities.

* Special Concern Species or Resource - Plant or animal species classified as rare, tentatively undetermined or candidate as well as other taxa of conservation concern, significant natural communities, special concern populations (plants or animals) and unique geologic features.

** Sensitive Species - Species identified by the jurisdictional agency as collectible, having economic value, or being susceptible to decline as a result of visitation.

WHAT TO SEND TO JURISDICTIONAL AGENCIES

If project information was requested by one or more of the agencies above, send the following information to the agency(s) seeking this information (see AGENCY CONTACT INFORMATION).

Check-list of Minimum Materials to be submitted:

- ☒ **SIGNED** copy of this Project Environmental Review Receipt
- ☒ Project narrative with a description of the overall project, the work to be performed, current physical characteristics of the site and acreage to be impacted.
- ☒ Project location information (name of USGS Quadrangle, Township/Municipality, and County)
- ☒ USGS 7.5-minute Quadrangle with project boundary clearly indicated, and quad name on the map

The inclusion of the following information may expedite the review process.

- ☒ A basic site plan (particularly showing the relationship of the project to the physical features such as wetlands, streams, ponds, rock outcrops, etc.)
- ☐ Color photos keyed to the basic site plan (i.e. showing on the site plan where and in what direction each photo was taken and the date of the photos)
- ☒ Information about the presence and location of wetlands in the project area, and how this was determined

(e.g., by a qualified wetlands biologist), if wetlands are present in the project area, provide project plans showing the location of all project features, as well as wetlands and streams

4. DEP INFORMATION

The Pa Department of Environmental Protection (DEP) requires that a signed copy of this receipt, along with any required documentation from jurisdictional agencies concerning resolution of potential impacts, be submitted with applications for permits requiring PNDI review. For cases where a "Potential Impact" to threatened and endangered species has been identified before the application has been submitted to DEP, the application should not be submitted until the impact has been resolved. For cases where "Potential Impact" to special concern species and resources has been identified before the application has been submitted, the application should be submitted to DEP along with the PNDI receipt. The PNDI Receipt should also be submitted to the appropriate agency according to directions on the PNDI Receipt. DEP and the jurisdictional agency will work together to resolve the potential impact(s). See the DEP PNDI policy at <http://www.naturalheritage.state.pa.us>.

5. ADDITIONAL INFORMATION

The PNDI environmental review website is a **preliminary** screening tool. There are often delays in updating species status classifications. Because the proposed status represents the best available information regarding the conservation status of the species, state jurisdictional agency staff give the proposed statuses at least the same consideration as the current legal status. If surveys or further information reveal that a threatened and endangered and/or special concern species and resources exist in your project area, contact the appropriate jurisdictional agency/agencies immediately to identify and resolve any impacts.

For a list of species known to occur in the county where your project is located, please see the species lists by county found on the PA Natural Heritage Program (PNHP) home page (www.naturalheritage.state.pa.us). Also note that the PNDI Environmental Review Tool only contains information about species occurrences that have actually been reported to the PNHP.

6. AGENCY CONTACT INFORMATION

PA Department of Conservation and Natural Resources

Bureau of Forestry, Ecological Services Section
400 Market Street, PO Box 8552, Harrisburg, PA.
17105-8552
Fax:(717) 772-0271

U.S. Fish and Wildlife Service

Pennsylvania Field Office
110 Radnor Rd; Suite 101, State College, PA 16801
NO Faxes Please.

PA Fish and Boat Commission

Division of Environmental Services
450 Robinson Lane, Bellefonte, PA. 16823-7437
NO Faxes Please

PA Game Commission

Bureau of Wildlife Habitat Management
Division of Environmental Planning and Habitat Protection
2001 Elmerton Avenue, Harrisburg, PA. 17110-9797
Fax:(717) 787-6957

7. PROJECT CONTACT INFORMATION

Name: John M. Robinson, PE
Company/Business Name: JMR Engineering, LLC.
Address: 444 Creamery Way, Suite 300
City, State, Zip: Exton, PA 19341
Phone: (484) 880-7342 Fax: ()
Email: jack@jmrengineering.com

8. CERTIFICATION

I certify that ALL of the project information contained in this receipt (including project location, project size/configuration, project type, answers to questions) is true, accurate and complete. In addition, if the project type, location, size or configuration changes, or if the answers to any questions that were asked during this online review change, I agree to re-do the online environmental review.

John M. Robinson

(Agent)

applicant/project proponent signature

11/25/2015

date