

**EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY**  
**MEETING MINUTES**  
**November 14, 2016**

The East Goshen Township Municipal Authority held their regular public meeting on Monday, November 14, 2016 at 7:00 pm at the East Goshen Township building. Members in attendance were: Chairman Dana Pizarro, Ed McAssey, Jack Yahraes, and Kevin Cummings. Also in attendance were: Mark Miller (Director of Public Works), Mike Ellis (Pennoni), and Stacey Fuller, Attorney.

**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 &amp; Recreation Board</i>
<i>HC – Historical Commission</i>	<i>RCSTP – Ridley Creek Sewer Treatment Plant</i>
<i>I&amp;I – Inflow &amp; 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**

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

**West Goshen Sewer Authority**

1. Dana reminded everyone that there is a meeting next Tuesday November 22<sup>nd</sup> at 10:00 am of the West Goshen Sewer Authority at their plant.
2. Ed and Jack will attend the next regular meeting of the West Goshen Sewer Authority.

**Sewer Reports**

**1. Director of Public Works, Mark Miller provided the following report for October:**

Monthly Flows: The average daily flow to West Goshen was 690,800 gallons per day.

Meters: The meters were read on a daily basis no problems to report. The portable meters were read as well. Portable meters were removed from their previous locations. They were cleaned and prepared to be reinstalled. In November the portable meters were installed at the locations that Mike Ellis and I discussed.

C.C. Collection: The pumping stations were visited on a daily basis. We had no problems to report on the Chester Creek System.

R.C. Collection – Stations were visited on a daily basis. We did have a problem at the Hershey Pump Station when the Muffin Monster tripped out causing the line to back up. DEP was notified and a report was filed. However, the amount of the carryover was very little.

We pulled the Muffin Monster to check it out and found that a hydraulic line came loose which tripped out the unit. Prior to reinstalling the unit we jetted the line to remove any grease build up. The unit was reinstalled and placed back in service.

R.C. Plant: No problems to report at the plant.

INI Repairs: We replaced 27 manhole casting and lids in the Hershey Mill Estates.

Alarms: We responded to 34 alarms for October.

PA One Calls: We received 34 PA One calls for October.

## **2. Pennoni Engineer's Report for October**

Mike Ellis provided the following report.

Invoices: Invoices with summaries are provided under separate cover.

Ridley Creek Sewage Treatment Plant (RCSTP):

The NPDES Permit expires on February 28, 2017. The permit renewal application was finalized and submitted to PADEP on August 31, 2016. No changes to the existing permit are proposed.

We evaluated alternatives for automated alkalinity chemical feed systems to eliminate manual feeding and carrying bags up the exterior steps. Alternatives include changing from the current soda ash treatment. A summary letter and discussion will be provided at the November MA meeting.

We are coordinating with Dutchland about repair methodologies to address the concrete spalling and coating deficiencies in SBR #3.

Reservoir Rd Pump Station:

PADEP issued the State Water Obstruction and Encroachment Permit for the pump station site and Chester Creek utility crossing in June 2016; however, they are requiring a separate federal authorization by the Army Corps of Engineers (ACOE). We coordinated with both PADEP and ACOE on this additional review in July and are still awaiting feedback.

The Chester Co. Conservation District (CCCD) notified us in early July that their comments on the NPDES Permit application had been addressed and that they had forwarded it onto PADEP for NPDES Permit issuance. CCCD subsequently issued additional E&S and NPDES comments on August 19, 2016 that we are in the process of addressing, including multiple discussions with CCD about the comments.

The Water Quality Management (WQM) Permit application was submitted to PADEP on April 13, 2016. They have informally notified us that they have no comments and are prepared to issue the WQM Permit once the aforementioned NPDES Permit is issued. We previously prepared the front end of the bid document and Division 01 specification sections, including a draft Bid Form. The Bid Form needs to be finalized. Technical specifications were already prepared as part of the WQM Permit application. The full bid document will be completed, assembled, and forwarded to the Township upon receipt of the three remaining permits.

We will complete a listing of the permits, expiration dates, and renewal deadlines once the three remaining permits are issued. We anticipate including that listing in future Engineer's Reports to track the permit statuses.

RCSTP and Pump Stations' O&M Plan

We are continuing to add information as provided by the Township as follow up to our October 5<sup>th</sup> review meeting with Mark Miller.

White Chimneys and Cornwallis Drive Manhole Lining

Work has been completed. It is our understanding that the contractor has submitted invoice(s).

White Chimneys Manhole Replacement

No activity since the last report. We will provide assistance as requested by the Township during construction.

Semi-Annual I&I Reports

No activity since the last report.

Sunoco Pipeline

No activity since last report. Sunoco previously agreed to add a condition to the approval letter they are requesting from East Goshen that they (Sunoco) will physically locate the Ashbridge PS force main at the proposed pipeline crossing location and that an East Goshen representative must be present when any work is done near the force main. We have also coordinated with them on a potential conflict with the proposed Reservoir Road PS force main, but there has not yet been a resolution to our knowledge.

New Connections

We reviewed revised plans and calculations for the proposed grinder pump system at 3 & 5 School Lane, and we provided comments on unresolved issues to the design consultant and Township.

DCED Small Water & Sewer Program Grant

We coordinated scope and prepared a cost estimate for the installation of three permanent gravity sewer flow meters for the Township to include in their grant application.

**3. Big Fish Environmental Services** – Scott’s report for October showed that the Ridley Creek sewage treatment plant outfall 001 achieved compliance with the NPDES discharge permit during September 2016. Discharge to Applebrook was discontinued during September as a result of a pump issue and remained out of service 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.

Approval of Minutes

The minutes of the October 10, 2016 were approved as amended.

Approval of Invoices

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

- a. Pennoni #717433 \$2,546.50
- b. Pennoni #717434 \$1,009.00
- c. Pennoni #717435 \$1,516.25
- d. Pennoni #717436 \$1,874.25

Jack seconded the motion. The motion passed unanimously.

2. Jack moved to approve payment of the following Gawthrop Invoice:

- a. Gawthrop #152899 \$ 480.00 (already paid)

Ed seconded the motion. The motion passed unanimously.

3. Kevin moved to approve payment of the following Gawthrop Invoice:

- b. Gawthrop #154054 \$ 640.00

Ed seconded the motion. The motion passed unanimously.

Liaison Report - None

## **Financial Reports**

Jon Altshul provided the following written report:

In October, the Municipal Authority recorded \$52,295 in revenues (including a \$52,000 transfer from the sewer operating fund) and \$7,169 in expenses, including \$6,474 for engineering. As of October 30<sup>th</sup>, the fund balance was \$1,454,152, of which \$1,374,740 is in the main construction account (most of which represents the 2013 note).

The members reviewed the proposed budget for 2017 which totals \$1.2 million, less than 2016. Jack moved to approve the 2017 budget as proposed. Kevin seconded the motion. The motion passed unanimously.

## **Goals**

Goals for 2016 were reviewed.

## **New Business**

1. The budget for permits for item #12 Reservoir Rd Pump Station is running out of funds due to ongoing reviews and responses to comments. Ed moved to approve an additional \$5,000 for this project. Jack seconded the motion. The motion passed unanimously.
2. Kevin moved to approve a \$3,000 increase for the 2016 General Services. Jack seconded the motion. The motion passed unanimously.
3. Mike presented a proposal for West Goshen Sewer System Consultation. Pennoni Associates proposes to provide engineering consultation and support to East Goshen Municipal Authority for the West Goshen Sewage Treatment Plant repairs and upgrades. Kevin moved to approve this new engineering budget item of \$5,000 for West Goshen consultation. Ed seconded the motion. The motion passed unanimously.
4. Kevin moved to approve Big Fish as provider of operation and maintenance at RCSTP for 2017 with no increase in the fee. Jack seconded the motion. The motion passed unanimously.
5. Ed moved to approve Gawthrop Greenwood as attorney for 2017 with no increase in fees. Jack seconded the motion. The motion passed unanimously.
6. Mike provided a report for the RCSTP Alkalinity Chemical Feed Alternatives. The RCSTP currently uses 350 – 450 lbs/day of sodium carbonate (soda ash) for pH control. It is delivered in pallets of 50 lb bags and stored in a shed located next to the SBR walkway. The bags are carried by the operator to the top of the SBRs. The different alternatives were discussed. Pennoni recommends a solution feeder. Liquids and totes were discussed. Mike will provide calculation for liquids.

## **Adjournment**

There being no further business, Ed moved to adjourn the meeting and Kevin seconded the motion. The meeting was adjourned at 8:00 pm. The next meeting will be held on Monday, December 12, 2016 at 7:00 pm.

Respectfully submitted,

Ruth Kiefer

Recording Secretary