

**EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY
MEETING MINUTES
December 11, 2017**

The East Goshen Township Municipal Authority held their regular public meeting on Monday, December 11, 2017 at 7:00 pm at the East Goshen Township building. Members in attendance were: Chairman Ed McAssey, Jack Yahraes, Dana Pizarro, Kevin Cummings and Phil Mayer. Also in attendance were: Rick Smith (Township Manager), Mike Ellis (Pennoni), Patrick McKenna (Attorney), Carmen Battavio (Township Supervisor) 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

Ed 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 first responders. Ed asked if anyone would be recording the meeting. There was no response.

Chairman’s Report

Ed and Phil attended the West Goshen Sewer Authority meeting last Wednesday. Phil reported that they were busy with construction projects contracts. They discussed a possible rate increase of about \$13.00 per quarter. A presentation will be done by HRG next month. They passed their 2018 budget. The EPA agreement is not done yet. Ed explained that West Goshen will set up sub accounts (escrow accounts) for each township so payments will go into the accounts and WG can take what they need when they need it. Jack mentioned that he heard that the new supervisor thinks the system should be sold. Carmen mentioned a line item for a contract that got a single bid and they took it. He feels it should be put out to bid again. Rick explained that if you put a bid out again, the specifications/scope of work has to be changed.

Since the November 2017 meeting was cancelled there were two months of reports as follows:

Sewer Reports

1. Director of Public Works, Mark Miller’s report for October:

Monthly Flows: The average daily flow to West Goshen was 657,000 gallons per day.

Meters: Meters were read on a daily basis with no problems.

C.C. Collection: The pump stations were visited on a daily basis. As you know the force main blew apart. The pipe has no bedding. This is the second break. I think this is going to be an on-going problem. I would recommend we look into replacing the line. I would like to explore pipe bursting. We repaired 8 laterals for broken cleanouts and missing caps.

We also televised and cleaned the following developments: 15,500 LF; Mill Valley, Hadliegh Drive, Killhern Lane, Eastwick Circle and Culberson Circle. We located 3 broken laterals in the Waterview development. We also located roots in the line.

R.C. Collection: Pump stations were visited on a daily basis with no problems to report.

R.C. Plant: Routine maintenance was performed by the Public Works Department, no problems to report.

Alarms: We responded to 26 alarms for October.

PA One Calls: We received 68 PA One calls for October.

Director of Public Works report for November 2017:

Monthly Flows: The average daily flow to West Goshen was 653,000 gallons per day.

Meters: Meters were read on a daily basis with no problems.

C.C. Collection: We completed the roadway restoration from the broken force main.

R.C. Collection: We experienced a problem with the power at the Hershey Mill Pump Station the day before Thanksgiving. In order to get us through the weekend, we rented a generator. Our main controller for our generator was taken apart and repaired on the following Tuesday. The station generator was put back in service on Thursday. The Public Works Dept. cleaned the sewer line on Bell Flower Lane and Talmadge Drive. We had requests to repair sewer caps on both systems. Repairs were made the same day we were notified.

R.C. Plant: Routine maintenance was performed by the Public Works Dept. no problems to report.

Alarms: We responded to 14 alarms for November

PA One Calls: We received 47 PA One Calls in November.

2. Pennoni Engineer's Report for October

Mike Ellis provided the following report.

Invoices

- Invoices with summaries are provided under separate cover.

Multi-Year Capital Planning

- We have considered prioritization of upcoming sewer system capital improvement projects with Public Works including:
 - Supplee Valley Sewer System Pipe Lining
 - Barkway Pump Station Muffin Monster
 - Ashbridge Pump Station Force Main Rehabilitation
 - Tallmadge Drive Sewer Main Replacement
 - RCSTP SBR Tank Coatings
 - RCSTP Caustic Soda Treatment (pending outcome of pilot study)
 - Waterview Sewer System Rehabilitation
 - Hunt Country Pump Station Muffin Monster

Ridley Creek Sewage Treatment Plant (RCSTP)

- Caustic soda pilot study –

- In order to progress the project, a meeting was conducted on October 13 at the RCSTP with Mark Miller, Mike Ellis and Matt McAloon (Pennoni), and Scott Towler (Big Fish). The scope of the pilot study was agreed upon. We also separately confirmed the control system scope with the Township's controls consultant.
- We previously calculated the estimated caustic soda feed rate to be 5-6 gallons/hour when the pilot study SBR tank is in a Fill cycle. We previously recommended a 7.7-gallon/hour pump be acquired for the study. We have obtained pricing for a larger ± 12.5 gallon/hour pump as requested by the Municipal Authority in the event the recommended pump is found to be inadequate during the trial. Two 350-gallon totes should allow for a 2.5-3 week trial.
- A pilot study sampling plan was previously requested from Big Fish, and we are awaiting a response. *No update since our last report.*
- Vendor information will be provided for the Township to purchase the above referenced ± 12.5 gallon/hour pump. We will coordinate with the chemical company to schedule delivery of the two caustic soda totes. Upon receipt of the pump, installation of the sample tap on the SBR influent pipe, and delivery of the totes, the pilot study can begin.
- SBR tanks CIM coatings – We finalized the structural investigation report and evaluated questions from the October Municipal Authority meeting. The report and question responses will be submitted separately.
- Filter feed pumps – We performed a cursory evaluation of the issues with the filter feed pumps preventing the pumps from alternating. There appeared to be an issue with the controls that was going to be investigated further by the Township and/or a contractor.

Reservoir Road Pump Station

- We have received all permits. The bid document will be finalized to incorporate the recently issued Army Corps of Engineers permit, and a final set of plans and specifications will be provided to the Township for their files. *No update since our last report.*
- A listing of the permits, expiration dates, and renewal deadlines will also be provided. *No update since our last report.*

RCSTP and Pump Stations' O&M Manual

- Completed. We recommend the Manual be revisited in July-August 2018 to determine if updates are needed and/or if new information has become available to incorporate. *No update since our last report.*

Supplee Valley Pipe Lining

- Bids were received for the project, and we submitted a bid tabulation and award recommendation letter. If a construction award is made at the November Municipal Authority meeting, we anticipate construction will occur in January 2018, weather permitting.

White Chimneys Manhole Lining

- We completed a 1-year warranty visual observation of the manholes that were lined in 2016 in White Chimneys and along Cornwallis Drive. No deficiencies were observed with the liners. However, apparent sulfuric acid (from hydrogen sulfide) is present on the liners near the bottoms of some of the manholes. We have recommended that the Public Works Department clean those liners. *No update since our last report.*

Barkway Pump Station Grinder

- We initiated preparation of design and plan preparation for addition of a Muffin Monster to the pump station. We also coordinated equipment and alternatives with the vendor. A design meeting at the site is scheduled for November 9 with Pennoni, Watermark (vendor), and Mark Miller to determine whether the Muffin Monster will be installed in the existing wet well vs. a new prefabricated manhole and powered via hydraulic power pack vs. electric motor

Ashbridge Pump Station Force Main

- We evaluated initial alternatives and strategies to investigate and repair or replace the force main due to repeated damage and leaks. An “Ashbridge Pumping Station Force Main Evaluation” outline of initial considerations was submitted on November 8.

Tallmadge Drive Sewer Main Replacement

We performed a field survey of the gravity sewer system along Tallmadge Drive, and we initiated preparation of design and plans for replacement of the severely sagged sewer main and adjacent manholes.

New Connections

- Knauer Property, 1680 East Boot Road – We reviewed a second revised plan submission for additional sewer piping on-site to convey wastewater from additional on-site facilities through the previously approved laterals. Comments were provided to the Township.
- Applebrook Golf Course Learning Center – We reviewed multiple plan and design report submissions for installation of a grinder pump for the proposed building. The grinder pump is proposed to tie into an existing, unused force main on the golf course property. Comments were provided to the Township.
- 1405 Wexford Circle – We reviewed the Sewage Facilities Planning Module and proposed onlot sewage treatment facility plan for replacement of a failed septic system, and we submitted comments and questions to the Township.

West Goshen Sewer System Consultation

- No activity since last report.

Pennoni Engineer's Report for November

Invoices

- Invoices with summaries are provided under separate cover.

Ridley Creek Sewage Treatment Plant (RCSTP)

- Caustic soda pilot study – The vendor quote was provided to the Township to purchase a ±12.5 gallon/hour chemical feed pump. We will coordinate with the plant's current chemical provider to schedule delivery of the two caustic soda totes, which are expected to provide for a 2.5-3 week trial. Upon receipt of the pump, installation of the sample tap on the SBR influent pipe, and delivery of the totes, the pilot study can begin.
- SBR tanks CIM coatings – The finalized structural investigation report and responses to previous Authority questions were submitted on November 10.

Reservoir Road Pump Station

- We have received all permits. The bid document will be finalized to incorporate the recently issued Army Corps of Engineers permit, and a final set of plans and specifications will be provided to the Township for their files. *No update since our last report.*
- A listing of the permits, expiration dates, and renewal deadlines will also be provided. *No update since our last report.*

RCSTP and Pump Stations' O&M Manual

- Completed. We recommend the Manual be revisited in July-August 2018 to determine if updates are needed and/or if new information has become available to incorporate. *No update since our last report.*

Supplee Valley Pipe Lining

- Bids were received for the project, and we submitted a bid tabulation and award recommendation letter. If a construction award is made at the December Municipal Authority meeting, we anticipate construction will occur in February-March 2018, weather permitting.

Barkway Pump Station Grinder

We attended a field scoping meeting at the pump station on November 9 with Mark Miller and the Muffin Monster vendor, Mark Wolff of Watermark Environmental Systems. The recommended solution is to install the Muffin Monster within the existing wet well (rather than in a new prefabricated upstream manhole as previously considered) with the hydraulic power pack (HPP) and controls inside of the building. The vendor confirmed that a hydraulically powered Muffin Monster will fit within the existing wet well, so this solution is recommended because it is less expensive and there will be no noise issues with the HPP located inside. However, due to the size of the existing building, the HPP is expected to create slight encroachments of a few equipment clearance distances as per current codes. We have submitted a sketch of the proposed HPP and Muffin Monster control panel layout for review by the Township's electrical inspector. If deemed acceptable, the design will be finalized.

Ashbridge Pump Station Force Main

- We evaluated initial alternatives and strategies to investigate and repair or replace the force main due to repeated damage and leaks. An “Ashbridge Pumping Station Force Main Evaluation” outline of initial considerations was submitted on November 8.
- We researched the Township’s historical files on the force main construction thereafter, particularly in an effort to identify locations and depths of rock. It appears that rock blasting was performed along nearly the entire extents of the force main on Edith’s Way and Williams Way. We prepared the attached two sketches; one of which summarizes our findings regarding rock and the second of which provides recommended soft dig test pit locations to determine the extent of rocky backfill conditions.
- We anticipate the test pits can be performed by a contractor in two working days. Following the test pits, a determination can be made as to the extent of force main that should be repaired or replaced.

Tallmadge Drive Sewer Main Replacement

- We prepared an existing conditions plan of the roadway and sanitary sewer based on our field survey, and we reviewed the Township’s sewer videos. A portion of the sewer has a severe sag, and we have identified the approximate extent of repair required; however, additional televising may be needed to determine with certainty. At this time, we are tentatively recommending that only the sag be repaired/replaced. Two other alternatives would be to: (1) replace the full length of pipe from manhole-to-manhole to provide a consistently sloped pipe for the entire run, and (2) to replace that full length of pipe plus the next downstream sewer run and the intermediate manhole in order to improve the very flat slope of the subject pipe.

New Connections

- Applebrook Golf Course Learning Center – We reviewed another revised design submission for installation of a grinder pump for the proposed building, and found that all sewer-related design comments were adequately addressed. The grinder pump is proposed to tie into an existing, unused force main on the golf course property.

West Goshen Sewer System Consultation

- No activity since last report.

SBR Tanks CIM Coatings - The report was reviewed. The recommendation is to remove the current lining which is pulling away from the walls and recoat all of the walls. Do one every 6 months to a year in the next few years. Cost is estimated to be between \$160,000 – 180,000 per unit. They were originally installed in 2009 with a 10 year warranty which will run out soon. They have been repaired but the repairs have failed. One is ready to be done. It was decided to talk to the contractor in the Spring.

3. Big Fish Environmental Services Report for October– Scott’s report for September showed that the Ridley Creek sewage treatment plant outfall 001 achieved compliance with the permitted discharge limitations during the month of August 2017. Discharge to Applebrook was initiated August 20th. 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 or SBR treatment process. The report was reviewed in detail. Authority members had questions about some data. Mark will talk to Scott.

Big Fish Environmental services report for November - The Ridley Creek sewage treatment plant outfall 001 achieved compliance with the permitted discharge limitations during the month of September 2017. Discharge to Applebrook continued during the month. 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 of SBR treatment process.

Approval of Minutes

The minutes of the October 9, 2017 meeting were approved as corrected.

Approval of Invoices

There was discussion of Pennoni invoice #776888. Kevin moved to approve \$3,000 increase for Supplee Valley lining. Jack seconded the motion. The motion passed unanimously.

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

- a. Pennoni #774874 \$ 1,999.75
- b. Pennoni #774875 \$ 1,923.25
- c. Pennoni #776887 \$ 3,211.00
- d. Pennoni #776888 \$ 1,484.75
- e. Pennoni #776890 \$ 1,230.33

Dana seconded the motion. The motion passed unanimously.

2. Phil moved to approve payment of Gawthrop Greenwood invoice #188016 for \$800.00. Dana seconded the motion. The motion passed unanimously.

3. After discussion, Phil moved to approve payment of the following West Goshen Sewer Authority invoices:

- a. Contracts 17-3, 17-6 & 17-7 \$1,025,569.70
- b. Contract 17-5 (sewer system repairs) \$ 22,688.59
- c. Capital Expense (legal fees) \$ 1,467.24

Kevin seconded the motion. The motion passed unanimously.

Liaison Reports

Conservancy Board - Walter reported that the Conservancy Board did their fall planting of 15 trees near the boardwalk. They sent suggestions for maintaining the serpentine rock to the Park & Recreation Commission for consideration. They attended public meetings regarding ponds in East Goshen.

Board of Supervisors – The pond study was reviewed with residents at 3 public meetings. The Township received \$500,000.00 grant for the Milltown Reservoir. Carmen will ask the new supervisor Dave Shuey to attend all ABC meetings to introduce himself. Carmen thanked the Authority members for all that they do for the Township.

Financial Reports

Jon Altshul provided the following written report:

In October, the Municipal Authority recorded \$25,982 in income (mostly for a \$25,000 transfer from the sewer operating fund) and \$18,783 in expenses for a positive variance of \$7,199. Expenses included \$1,035 for legal expenses and \$17,672 for general engineering. As of October 31st, the fund balance was \$1,186,936 of which \$1,142,623 is in the main construction account (most of which represents the 2013 note).

In November, the Municipal Authority recorded \$2,950 in income (one tap-in fee and interest) and \$800 in expenses (legal fees), for a positive variance of \$2,150. As of November 30th, the fund balance was \$1,189,086 of which \$1,143,562 is in the main construction account (most of which represents the 2013 note).

The 2018 budget was reviewed. Dana moved to approve the budget for 2018. Jack seconded the motion. The motion passed unanimously.

Old Business

Supplee Valley Pipe Lining Bids – Mike reported that the bids received have been tabulated. The low bidder for both the Base Bid and the Total Bid is SWERP Inc. located in Bristol, PA, who submitted a Total Bid of \$175,520.00 based upon estimated quantities. After discussion Phil moved to award the Base Bid scope of work as well as all Add items to SWERP, Inc. Kevin seconded the motion. The motion passed unanimously.

Pennoni Construction Phase Services for Supplee Valley – They anticipate the construction will take 3-4 weeks. The scope of work for this project includes construction inspection and construction phase office support. Estimated fee will be \$12,000.00. Jack moved to approve Pennoni's fee of \$12,000. Dana seconded the motion. The motion passed unanimously.

New Business

2018 Legal Services – Kevin moved to approve Gawthrop Greenwood PC as the Municipal Authority's legal team with no increase in fees. Phil seconded the motion. The motion passed unanimously.

Ashbridge Pumping Station – Mike provided maps of the Ashbridge development. In 1987 when the sewer system was installed, the homeowners could have a pre-blasting inspection. The houses in yellow had that inspection done. The green area shows where the breaks have been. After discussion, Dana moved to have the inspection done from the Pump Station to Edith Lane and up one manhole on Edith. Pennoni and Mark Miller will over see this project. Kevin seconded the motion. The motion passed unanimously.

Resolution NO#34 - This resolution is a formal request for a Pennsylvania Small Water and Sewer Program Grant in the amount of \$76,075.00 for the Barkway Pump Station improvements. After discussion Dana moved to adopt and sign the Resolution NO#34. Phil seconded the motion. The motion passed unanimously.

2018 Engineering Services – Dana moved to retain Pennoni for engineering services in 2018 with a 3% increase in fees. Phil seconded the motion. The motion passed unanimously.

2017 General Services Budget Status – Mike reviewed the 2017 Budget and projects that are still in process. They are requesting an additional \$10,000 for 2017. Jack moved to approve an additional amount not to exceed \$10,000 for general services for 2017. Phil seconded the motion. The motion passed unanimously.

Rates – Rick explained that rates will be calculated when the flows for 2017 are received. Carmen commented that the MA needs to think about the rate payee on some of the issues.

Any Other Matter

Officers for 2018 - Chairman Jack Yahraes, Vice Chairman Kevin Cummings, Secretary Phil Mayer, Treasurer Dana Pizarro and Asst. Secretary/Treasurer Ed McAssey.

Annual ABC Meeting will be held on Saturday, January 6, 2018 at 8:00 am.

Adjournment

There being no further business, Phil moved to adjourn the meeting. Jack seconded the motion. The meeting was adjourned at 9:30 p.m. The next regular meeting will be held on Monday, January 8, 2018 at 7:00 pm.

Respectfully submitted,

Ruth Kiefer
Recording Secretary