

**FINAL APPROVED**  
**EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY**  
**MEETING MINUTES**  
**January 14, 2019**

The East Goshen Township Municipal Authority held their regular public meeting on Monday, January 14, 2019 at 7:00 pm at the East Goshen Township building. Members in attendance were: Chairman Jack Yahraes, Kevin Cummings and Dana Pizarro. Also in attendance were: Jon Altshul (Asst. Township Manager), Michael Ellis (Pennoni), Carmen Battavio (Supervisor), Patrick 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 &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**

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

**Chairman’s Report**

1. Jack reminded everyone that it’s time to rotate the officers. For 2019 it will be:  
Chairman – Kevin Cummings  
Vice Chairman – Phil Mayer  
Secretary – Dana Pizarro  
Treasurer – Jack Yahraes  
Asst. Treasurer/secretary – New member  
Dana made a motion to accept these. Kevin seconded the motion. The motion passed unanimously.
2. Kevin reviewed the report he gave at the Annual ABC Planning meeting.
3. Dana attended the West Goshen meeting on January 2, 2019. The boiler contract is complete. They approved a bid for \$1.7M for the ballasted flocculation clarification system at the plant.

**Sewer Reports**

1. **Director of Public Works, Mark Miller’s report for December:**  
Monthly Flows: The average daily flow to West Goshen was 817,000 gallons per day. No problems to report.  
Meters: We have been reading the meters on a daily basis. The flows are running high.

C.C. Collection: We have been inspecting the entire collection system. We have been pulling manholes in the middle of the night to try and locate the infiltration. So far we have repaired 24 sewer laterals and found 3 manholes that need attention due to significant inflow. On the Ashbridge system we have three laterals to excavate, which are scheduled for next week. We are scheduled to install the portable flow meters on the Chester Creek system as well as the R.C. Collection system.

R.C. Collection: We have three point repairs to do in Hershey's Mill Estates. We also have to dig two laterals that are broken and taking in significant inflow. We also have to replace several castings and lids that are in bad shape. As I stated in the Chester Creek report, we will be installing portable meters on this system as well. We have been working in the early morning hours trying to locate inflow. So far it has paid off. We have to pull the pumps at Hershey's Mill pump station for preventive maintenance.

Ridley Creek: The new screen has arrived and should be installed in the next two weeks. The flow meter arrived yesterday and is scheduled to be installed next week weather permitting. As you can see, the flows are up as well. We have been repairing laterals as we inspect them. Once we get the Ashbridge system and Hershey Mill Estates tightened up then we will begin the Ridley Creek system.

Alarms: We responded to 22 alarms for December.

PA One Calls: We received 40 PA One calls in December.

Rainfall: December rainfall total was 6.00 inches.

Laterals: 5 lateral repairs reported for December

Note: I was notified last week that Deckman Electric is closing at the end of February. I have already started looking for a new shop to do our pump work.

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

### **Invoices**

- Invoices with summaries are provided under separate cover.

### **Ridley Creek Sewage Treatment Plant (RCSTP)**

- No activity since last report.

### **RCSTP and Pump Stations' O&M Manual**

- We recommend the Manual be revisited to determine if updates are needed and/or if new information has become available to incorporate now that it has been in place for over one year.

### **Barkway Pump Station Grinder**

- We have continued redesign and vendor coordination for an external Muffin Monster in a prefabricated manhole. Project specific manhole details are currently being prepared by the vendor. Upon receipt of the details, the plans can be finalized and the Township can order equipment. The lead time for the equipment is about 4 months.

### **Ashbridge Pump Station Force Main**

- Test pits will be performed to identify backfill conditions along Manley Road with one test pit on Edith Road, as recommended by the Municipal Authority, when weather permits. *No update since our last report.*

### **Tallmadge Drive Sewer Main Replacement**

- The contractor completed work on December 19, 2018. However, major and minor deficiencies that require monitoring and/or repair were identified during manhole vacuum testing and post construction pipe televising. We prepared an agreement regarding the deficiencies and required repairs that was signed by the contractor.
- A repair pre-construction meeting was conducted between Pennoni, Mark Miller and the contractor on January 10. The contractor will begin repair of the major deficiencies on January 16 and is expected to take 3 days to complete. The contractor will repair approximately 30 LF of pipe with a severe sag, repair the newly installed manhole such that it passes a vacuum test, and repair the abandoned downstream drop connection pipe stub, which is leaking groundwater. The pipes will be re-televised immediately upon completion of the repair work.
- Minor deficiencies, including minor sags (10% or less), were also noted at two locations within the replaced pipes. The contractor will re-televiser the pipes again in April to determine if the sags have increased, and if so, will perform repairs at that time.
- The contractor has submitted two invoices for consideration at the January MA meeting. The first invoice is for a 50% contract payment for work completed and the second invoice is for an additional 25% contract payment to be paid immediately following acceptance of the aforementioned major deficiency repairs.

### **I&I Support and Reporting**

- We analyzed permanent meter data and expect to issue a semi-annual I&I report prior to the January MA meeting. We also provided assistance to the Township on contractors for manhole injection grouting to eliminate infiltration sources.

### **New Connections**

- No activity since last report.

### **West Goshen Sewer System Consultation**

- No activity since last report.

### **Hershey's Mill Pump Station**

- We continued to evaluate electrical problems via discussions with the generator mechanic and evaluation of electrical test data provided by the mechanic. We prepared a letter recommending the PECO transformer be replaced with a larger transformer.
- We initiated evaluation of sizing for a replacement generator, and we are preparing a conceptual site exhibit to determine if the generator can be sited externally (instead of inside the control building).

**3. Big Fish Environmental Services** – Scott's report showed that the Ridley Creek sewage treatment plant outfall 001 achieved compliance with the permit discharge limitations for the month

of December 2018. Discharge to the Applebrook irrigation lagoon remained off line during December 2018. Chemical usage utilized for total phosphorus removal, pH and total alkalinity remained consistent with previous months. No significant mechanical or operational issues were observed during operation of sludge dewatering equipment or SBR treatment process.

**Approval of Minutes**

The minutes of the December 10, 2018 meeting were approved as amended.

**Approval of Invoices**

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

Pennoni invoice #839068	\$ 582.21
Pennoni invoice #839069	\$ 2,677.00
Pennoni invoice #839070	\$ 301.50
Pennoni invoice #839085	\$ 2,187.00
Pennoni invoice #839095	\$ 9,082.00

Dana seconded the motion. The motion passed unanimously.

2. Jack moved to approve payment of the Gawthrop invoice #203528 for \$440.00. Kevin seconded the motion. The motion passed unanimously.

3. Kevin moved to approve payment of the JWC Environ invoice #95288 for the influent screen replacement for \$11,830.72 and approved a total of \$12,208 to cover future installation charge. Dana seconded the motion. The motion passed unanimously.

**Liaison Reports**

Conservancy Board – Walter mentioned that Keep East Goshen Beautiful Day is scheduled for Saturday April 13.

Board of Supervisors – Carmen reported that they reorganized. Chairman is Janet Emanuel, Vice Chairman is Marty Shane, and Police Commissioner is Carmen. They gave out a bid for sections F & G of the Paoli Pike Trail.

**Financial Reports**

Jon Altshul provided the following written report:

In December, the Municipal Authority recorded \$19,985 in revenues (a \$20,000 transfer from Sewer Operating minus banking fees) and \$12,635 in expenses, including \$8,382 for the Q4 overhead chargeback, for a positive variance of \$7,350. As of December 31<sup>st</sup>, the fund balance was \$13,923. He asked for recommendation on whether the Tallmadge Dr. and RCSTP screen replacement expenses should be paid by the MA (Via reimbursement from the Township’s sewer funds) or via the Sewer Operating and Sewer Capital Reserve funds. These projects were not included in the MA’s 2019 budget because Tallmadge was budgeted by the Township for 2018 and the screen was an emergency repair. In addition, for the purposes of or financial statements, both projects will be accrued back to 2018 for accounting purposes. This was discussed, and for 2019, pay any expenses from MA funds. The MA will get reimbursed.

**Goals**

The following changes should be made to the MA Goals for 2019:

- a. Attend the West Goshen meetings as needed.
- c. Remove the goal of submitting a newsletter article every quarter
- d. Add a new goal: Continue to run the plant to DEP permit requirements.

**New Business**

1. 2018 General Services – Mike explained that the previously approved hourly rate budget was \$23,000. As discussed at the MA December meeting, the electrical evaluation of Hershey’s Mill PS extended our year-to-date general consultation effort beyond that budget. The actual total effort for the year is \$26,190. They are proposing that the MA increase the budget to \$26,190. Kevin moved to increase general services to \$26,190. Dana seconded the motion. The motion passed unanimously.

2. Tallmadge Drive Sewer Replacement Contract #TD-2018-2

Mike explained the problems they are having and sent a letter to the contractor listing the problems and the contractor acknowledged receipt of the letter. The contractor has been cooperative. The concerns of the MA members were discussed. Mike commented that an initial payment of 50% of the Contract value would be provided for the work completed, an additional 25% of the contract value would be provided immediately following the correction of major deficiencies by January 25, 2019 and the final 25% would be considered following repair of minor deficiencies.

Kevin moved to approve payment of Application #1, Invoice #106 for \$42,431.40 which includes deduction of 10% for retainage. Jack seconded the motion. The motion passed unanimously.

Kevin moved to approve payment of Application #2, Invoice #107 for \$21,326.40 which has retainage deduction and is contingent on satisfaction of the work to be signed off by Jon and the engineer. Dana seconded the motion. The motion passed unanimously.

**Adjournment**

There being no further business, Jack moved to adjourn the meeting. Dana seconded the motion. The meeting was adjourned at 8:00 p.m. The next regular meeting will be held on Monday, February 11, 2019 at 7:00 pm.

Respectfully submitted,

Ruth Kiefer  
Recording Secretary