

**EAST GOSHEN MUNICIPAL AUTHORITY**

**December 14, 2020**

**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

- a. Director of Public Works Report.
- b. Pennoni Engineer's Report.
- c. Big Fish Environmental Report

4. APPROVAL OF MINUTES

- a. November 9, 2020

5. APPROVAL OF INVOICES

Pennoni Invoice #1049289	\$	765.25
Pennoni Invoice #1049290	\$	392.00
Lenni Electric Invoice # 201050	\$	2,365.50 Paid
Colonial Elect. Invoice #13673740	\$	907.90 Paid
Gawthrop Greenwood, PC #235944	\$	600.00
Refund of Sales Tax from Teledyne from Oct. invoice	\$	447.90 Refund

6. LIAISON REPORTS

7. FINANCIAL REPORTS

- a. November Financial Report

8. OLD BUSINESS

- a. Planned Ridley Creek Sewer Treatment Plant Upgrade

9. Goals:

Goal	Status
Continue to Monitor Upgrades at WGSTP and Westtown Way Pump Station	On – going, The Comag project is 35% complete. The next major task is to get the building under roof.
Continue to Implement Infiltration and Inflow for the Sewer System	Currently have 4 portable meters on R.C. Lines Just finished TVing Supplee Valley – on going
<i>Implement planned capital projects:</i>	
Caustic Soda Project	\$152,890 DCED grant awarded. Project to be deferred until 2021- paper should be in our hands this week
Upgrade Goals for 2021	January 26 <sup>th</sup> Meeting for new goals memo attached Zoom at 6:30 pm
Hunt Country Pump Station Mag Meter Replacement	2021 – on target
Hunt Country Pump Station Muffin Monster Replacement	2021 – on Target
Hunt Country Pump Station Bypass Pump	2021
Two New RC Permanent Flow Meters	Manhole and flow meter ordered for Hibberd Lane. Two other flow meters deferred till 2021 Flow meter has arrived, waiting on meter pit

10. NEW BUSINESS

- a. 2021 Proposed Fee Schedule and Annual Services from Pennoni
- b. Notice of Violation from DEP
- c. 2021` Proposed Fee Schedule For Legal Services Gawthrop Greenwood, PC

11. CAPACITY REQUESTS

12. ANY OTHER MATTER

13. CORRESPONDENCE AND REPORTS OF INTEREST

14. PUBLIC COMMENT

15. ADJOURNMENT

# Memo

## East Goshen Township

Date: December 2, 2020

To: Business Park Task Force  
Conservancy Board  
Futurist Committee  
Historical Commission  
Municipal Authority  
Park and Rec Commission  
Pipeline Task Force  
Planning Commission  
Sustainability Advisory Committee

From: Susan D'Amore

Re: Annual Planning Session

The Annual Planning Session will be held on Tuesday, January 26, 2021 at 6:30 PM.

At that meeting each ABC will be able to provide a summary of their accomplishments in 2020 as well as their goals for 2021.

In preparation of this meeting, please provide to me your accomplishments and goals by January 22, 2021 to be included in the agenda packet.

Outlined below are the goals provided from each ABC that attended the 2020 Planning Session on January 28, 2020.

### **Conservancy Board**

- Keep East Goshen Beautiful Day on April 18, 2020. **Comp Plan Objective 11.4**
- Continue maintenance of the blue bird houses in Applebrook
- Continue maintaining Clymer's Woods – replacing dead trees and reapplying wood chips around the trees.
- Maintain the riparian buffer along the creeks **Comp Plan Objective 11.1**
- Continue invasive species control. **Comp Plan Objective 11.6**
- Continue assisting with the pond restoration projects as needed.

### Futurist Committee

- Community outreach meetings and resident communications to gather feedback on what residents want to see or not see in East Goshen.
- Business Park Strategic Plan **Comp Plan Objective 7.3 & 7.5**
- Revisit the Futurist Committee Vision statement with the Board of Supervisors to ensure alignment.

### Historical Commission

- Invite local scouting troops for a tour of Blacksmith Shop. **Comp Plan Objective 13.1**
- Have a blacksmith challenge to see who could win the title making an 18<sup>th</sup> century knife or tool. **Comp Plan Objective 13.1**
- Interact with other historical groups. **Comp Plan Objective 13.1**
- Do “The Battle of the Clouds” presentation again. **Comp Plan Objective 13.1**
- Connect the Blacksmith Shop with the Paoli Pike Trail. **Comp Plan Objective 6.2 & 8.6**
- Reorganize the HC office in the township building.
- Coordinate our activities with are other events in the area. **Comp Plan Objective 13.1**

### Municipal Authority

- Continue to monitor the upgrades at West Goshen Sewer Treatment Plant and Westtown Way Pump Station. **Comp Plan Objective 10.1**
- Continue to implement the Inflow and Infiltration Plan for the Sewer System **Comp Plan Objective 10.1**
- Continue to operate the Sewer Treatment Plant in compliance with PADEP permit requirements. **Comp Plan Objective 10.1**
- Implement Planned Projects Program:
  - Ridley Creek Sewer Treatment Plant
    - Emergency Generator Replacement
    - Caustic Soda Project
  - Pump Stations
    - Hershey’s Mill Pump Station Generator replacement
    - Hunt Country Pump Station Mag Meter replacement
    - Hunt Country Pump Station Muffin Monster replacement
    - Hunt Country Pump Station Bypass Pump
  - Sewer System
    - Two (2) new Ridley Creek Sewer System Permanent Flow Meters

### Park and Recreation Commission

- Develop marketing, programming and trail rules for the Paoli Pike Trail. **Comp Plan Objective 8.6**
- Develop plan for 2021 Full Day summer camp program at East Goshen Elementary. **Comp Plan Objective 9.4**



- Finalize design elements for the amphitheater band shell in preparation for 2021 grant applications. **Comp Plan Objective 9.3**
- Offer nature and art focused programming. **Comp Plan Objective 9.4**
- Host West Chester University's Carnival of Ruin. **Comp Plan Objective 9.4**

### **Pipeline Task Force**

- Review and assess regulatory and technical aspects of pipeline infrastructure projects. **Comp Plan Objective 10.6**
- Provide comments to BOS on relevant pipeline legislation (State and Federal) and regulatory documentation (PUC, FERC, PHMSA, DEP). **Comp Plan Objective 10.6**
- Advise BOS regarding pipeline incidents such as inadvertent returns during drilling, sinkhole formation, ground water issues, noise ordinance violations, spills, leaks and any other environmental violations.
- Recommend securing services of a licensed professional geologist for consultation on relevant documentation, legislation and issues.
- Address questions and concerns from residents regarding pipeline activities.
- Provide input to BOS on communications (i.e. Newsletters, Constant Contact Notifications) to residents regarding pipeline issues and activities.
- Continue investigation of Boot Road Geophysical Survey Reports.
- Provide recommendations to BOS and Planning Commission regarding pipeline setbacks and consultation zones for zoning ordinances. **Comp Plan Objective 6.4**
- Fill vacancy on Task Force.
- Meet with state representatives, state senators, and county commissioners on pipeline issues.
- Provide input to Chester County Pipeline Safety Advisory Board. Contribute to development of an emergency response plan.
- Continue investigation of air quality monitoring and leak detection systems for areas surrounding pipelines.
- Continue investigation of dust monitoring and dust control measures at pipeline construction areas.
- Interact with the Sustainability Advisory Committee.

### **Planning Commission**

- Continue support for following Comprehensive Plan implementing strategies:
  - Objective 6.1 & 6.2 to develop the Town Center and Paoli Pike Corridor
  - Objective 6.3 transforming the West Chester Pike Corridor into a more functional and attractive artery.
  - Objective 7.2 promoting the enhancement of business opportunities along the West Chester Pike Corridor.

- Objective 9.1 maintaining and expanding the Open Space, Recreation, and Trails Network.
- Objective 9.2 developing the Paoli Pike Trail to create the linkage between West Chester and Malvern through East Goshen from West Goshen to Willistown.
- Business Park Vitalization – review BP ordinance for possible enhancements to promote Business Park Longevity **Comp Plan Objective 7.3 & 7.5**
- Support BOS request for any review of Zoning Ordinance to support Pipeline Safety **Comp Plan Objective 6.4**
- Support BOS request to review existing township Zoning Ordinances for possible revision and updates. **Comp Plan Objective 6.4**

### Sustainability Advisory Committee

- Work with the Boy and Girl Scouts to help our youngest residents become future environmentalists.
- Charging stations for current owners of electric and hybrid vehicles is a goal of our committee. **Comp Plan Objective 12.2**
- Work on a proposal for an East Goshen Community Garden which would lead to a home grown Farmer’s Market in 2021. A special component of this will be a designated section of plots for children and teens with training sessions to help them.
- A parallel program of educational modules for elementary students at our 2 schools is another work in progress. These will be offered as in classroom opportunities, before and after school programs, and assembly presentations.
- In March, we are offering at least 4 educational sessions.
  - The first will focus on Solar and Geothermal options for homeowners and businesses. **Comp Plan Objective 10.5**
  - The second will provide information on composting, pesticide free lawns and gardens and advice on buying organic products and produce. **Comp Plan Objective 10.5**
  - The third subject will concentrate on water management, to cover storm drains, watering lawns and gardens sustainably, and the purchase and utilization of rain barrels. **Comp Plan Objective 10.5**
  - The fourth presentation will cover how to recycle everything we possibly can to responsibly help protect our environment. **Comp Plan Objective 10.2**
- Collaboration with other East Goshen ABCs on potential joint projects.
- Once we have a number of workshops under our belts for young people in our elementary schools and park, we aim for a joint program with adjacent townships for the junior and high schools in our area.
- Work with other Environmental and Sustainability Advisory Committees from nearby municipalities.

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

December 11, 2020

To: Municipal Authority  
From: Mark Miller  
Re: November 2020 Monthly Report

At last month's meeting I reported that it was a quiet month with little to no problems to report. Well, this month was quite opposite.

**Monthly Flows:** The average daily flow to West Goshen was 707,000 per day.

**Meters:** The meters were been read on a daily basis. The flows are high due to the significant rain events. I noticed a problem with the Ashbridge pump station, the meter was reading low. John Laidly was called to come out to make the repair. The portable meters were read as well, we had Allied Control come out to trouble shoot all four of the meters. They were all put back in service.

**C.C. Collection:** The stations were visited on a daily basis. We had a problem at Hunt Country with multiple high flow alarms. We found the FOG rod level sensor was dislodged. This caused the rod to give false alarms, the rod was set back into position and returned to normal condition. The pumps were pulled and sent out to Deckmens. We had all the stations washed down and vacuumed out.

We received some odor complaints in White Chimneys Development, we installed a few charcoal filters in the manholes to help with reducing the odors.

We were notified on Thanksgiving Day of a possible sewer blockage at Dutts Mill Town Homes, upon arrival I found sewage seeping out of the embankment. We poked around and located a blocked lateral line. The blockage was cleared. I explained to the HOA President that this was not our responsibility and recommended that they have the sewer lines cleaned and televised. They have contracted with Pipe Data View to perform the work.

**R.C. Collection:** The stations were visited on a daily basis, wet wells were cleaned and vacuumed. All pumps were pulled and switched out and sent to Deckmens. The fencing for the generator at Hershey Mill has been completed. The new safety hand rail was completed, I would add that the railing was fabricated in house.

On Saturday December 5<sup>th</sup> at 7:30 I was checking my e-mails when I found an e-mail from a resident stating he had a sewer blockage. I called him immediately to see what had happened. He told me he had sewage backing up into his home. I contacted the on call men who responded and after several attempts to plunge it they made the decision to run the jetter up the main which solved the problem. They decided to run the root cutter down the lateral which cleared the clog. They televised the line and found that the lateral was broken 4' off the main. We excavated the main and repaired 25' of the lateral.

Aqua Water will be replacing the water lines in Ashbridge Farms so we located the Force Main in eight locations. We also cleaned and televised the sewer lines and marked out all the laterals.

**R.C. Plant:** Minor maintenance was performed.

**Alarms:** We responded to 24 alarms for November.

**PA 1 Calls:** We responded to over 77 PA One Calls for the month of November.

**Monthly Rainfall:** 5.75 inches for the month of November.

**Lateral Caps:** We replaced 4 lateral caps.

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

December 8, 2020

To: Municipal Authority

From: Mark Miller

RE: Hershey Mill Trunk Line

On Saturday December 5<sup>th</sup> 2020 I received an e-mail from a resident at 1556 Tanglewood Drive. He stated that sewage was backing up into his home. I contacted the men that were on call, they responded and plunged the lateral but could not clear the line. The Public Works men brought in additional manpower to jet the sewer main. They were finally able to clear the lateral however, after televising the lateral we found that the pipe appeared to have dropped. We excavated on Monday and found that the whole sewer main had dropped and the line was so low that we had a heavy build up.

We slipped line this section of pipe approximately 20 years ago. Once they slipped line the cement pipe they came back and cut the wye's in however, they did not support the pipe therefore allowing the wye to drop. We undercut the pipe by hand and placed bags of concrete under the wye and main pipe. (Photos attached) We then connected the sewer lateral which was easier said than done!

We cleaned the main again and removed 5 buckets of grease. Our camera will not fit into the slip lined pipe so Pipe Data was used to clean and televise the entire truck line on December 15<sup>th</sup> and 16<sup>th</sup>.

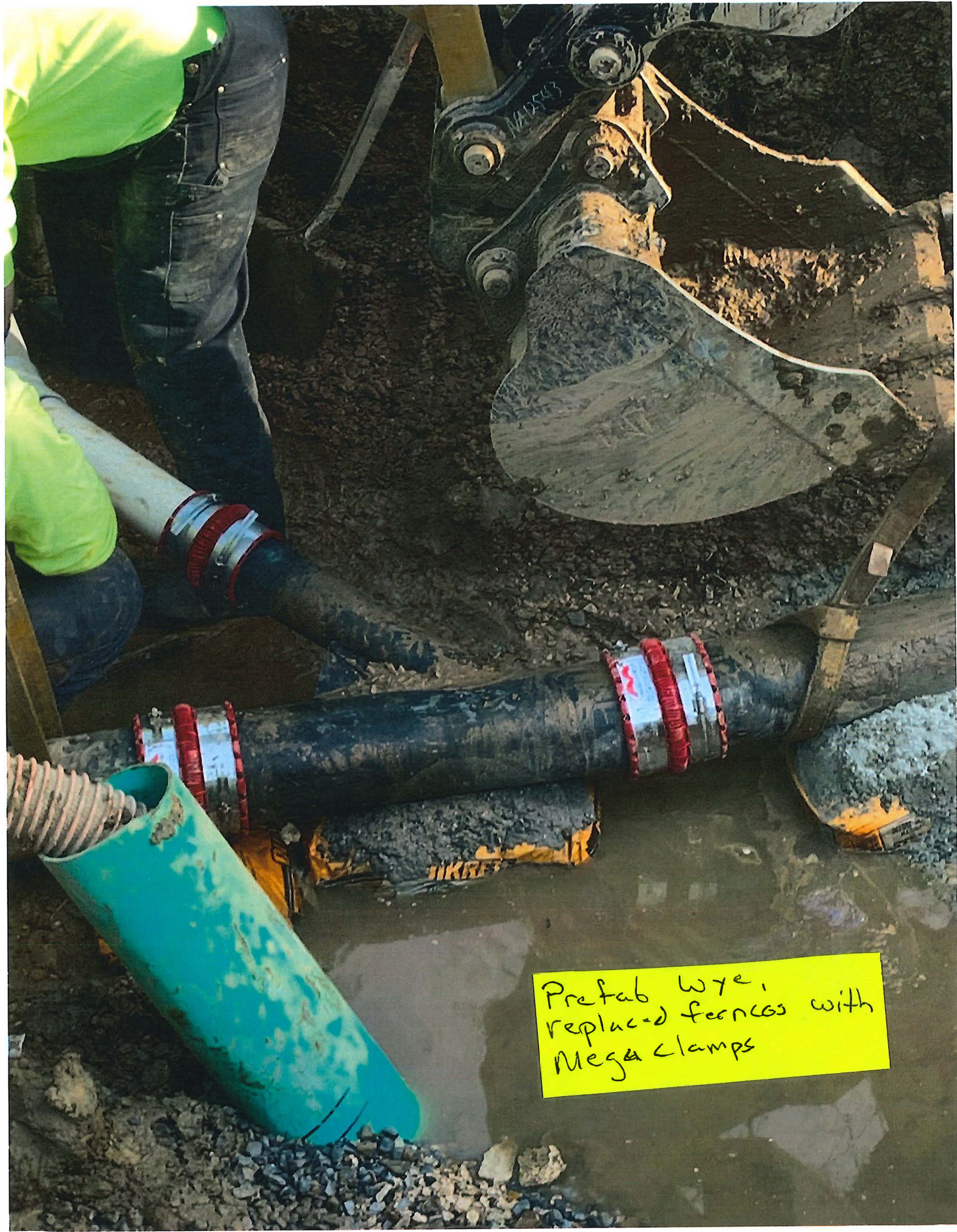
I can e-mail you on December 16<sup>th</sup> to explain our findings. With what I saw yesterday I would recommend we have Mike Ellis get started on designing to replace the line from Manhole R84 to R82. There are several hurdles to figure out, the first one is heavy ground water and the stream which is over top of the sewer line.





Crew repairing Lateral.





Prefab wye,  
replaced fences with  
Mega clamps



**EAST GOSHEN MUNICIPAL AUTHORITY  
ENGINEER'S REPORT  
December 11, 2020**

**Invoices**

- Invoices with summaries are provided under separate cover.

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

- Caustic Soda Conversion – No activity. We will initiate design work upon confirmation of the grant approval from PA DCED.

**Tallmadge Drive Sewer Main Replacement**

- The 2-year maintenance bond period ends March 21, 2021.

**I&I Support and Reporting**

- We reviewed meter data from the new portable meter locations in the Ridley Creek collection system.

**Ridley Creek Collection System Permanent Meters**

- No activity since our last report. We will perform construction phase assistance for the Hibberd Lane permanent meter and manhole if needed.
- Design will be prepared for a new RCSTP influent metering manhole in 2021.

**AC Pipe Repairs**

- Supplee Valley – We began analyzing sewer inspection videos of the Supplee Valley neighborhood sewer system to develop a scope and cost estimate for cured-in-place pipe lining and any other needed repairs to the asbestos cement pipes. A portion of the Supplee Valley sewer system was lined and repaired in 2018, and this evaluation will develop a program for the remainder of the system.
- Tanglewood Drive – We met with Mark for an initial site visit due to apparent sewer settlement and pipe deficiencies. We provided a budgetary cost estimate to replace the entirety of the ±3,100 LF sewer mains and 17 manholes between Tanglewood Drive and the Hershey's Mill Pump Station. The need and extent of repairs or replacement will be determined following TV inspection of the sewers.

**New Connections**

- We reviewed a plan and financial security cost estimate for on-site private sanitary sewer upgrades and a grinder pump station for the JABIL Finishing Plant expansion at 1303 Goshen Parkway.

**Act 537 Planning**

- As discussed at the May MA meeting, the need for an Act 537 Plan Update will be revisited in early 2021.

**Westtown Way Pump Station**

- No activity since our last report.

END OF REPORT





**Executive Summary**

The Ridley Creek sewage treatment plant outfall 001 achieved compliance with the permit discharge limitations for the month of October 2020. Discharge to the Applebrook irrigation lagoon remained on line. Chemical usage utilized for 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. There were no reported odor complaints during the month.

**Treatment Process Operation**

Table 1 illustrates the final effluent composite sample data reported for outfall 001 for the October 2020 DMR.

**Table 1**

<b>October 2020- Final Effluent - Outfall 001</b>											
NPDES Permit Discharge Limitations	Flow	CBOD <sub>5</sub>		TSS		NH <sub>4</sub> -N		Phosphorus, Total		Fecal Coliform	
	MGD	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	Geo Mean	Geo Mean
	Average	20	125	10	131	2.5	44	0.5	3	200	1,000
		40		15							
Sample Date											
October 6, 2020	0.169	4.2	5.9	5	7.0	0.159	0.22	0.16	0.23	3	0.4771
October 12, 2020	0.226			3	5.7						
October 13, 2020	0.19	2.2	3.5	9	14.3	0.100	0.16	0.20	0.32	1	0.0000
October 20, 2020	0.199	2.7	4.5	4	6.6	0.139	0.23	0.20	0.33	1	0.0000
October 27, 2020	0.19	3.2	5.1	5	7.9	0.1	0.16	0.25	0.40	1	0.0000
Average	0.201	2.7	4.3	5	8.6	0.11	0.18	0.22	0.35	1	0.0000
Minimum	0.190	2.2	3.5	3	5.7	0.10	0.16	0.20	0.32	1	0.0000
Maximum	0.226	3.2	5.1	9	14.3	0.14	0.23	0.25	0.40	1	0.0000

Compliance with the NPDES discharge permit was achieved. The monthly average total phosphorus was reported as 0.18 mg/L as compared to the permit limitation of 0.5 mg/L. The TSS samples were consistently in single digits and well below the weekly maximum of 15 mg/L. The monthly average TSS was reported



**RCSTP Monthly Operations  
Report: December 2020**

as 9 mg/L as compared to the discharge limitation of 10 mg/L. The TSS weekly averages are presented below in Table 2.

Week	TSS Average (mg/L)
Week 1	5 mg/L
Week 2	6 mg/L
Week 3	4 mg/L
Week 4	5 mg/L

The final effluent test results demonstrate that the biological treatment process performed well during September and October. Sequencing batch reactors (SBRs) numbered 1, 2 and 3 were in service during September and October. SBR 4 remained out of service. 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 for total phosphorus is ongoing. Sample collection and analysis of the influent wastewater collected at the influent pump station wet well is ongoing.

Discharge to the Applebrook irrigation lagoon, outfall 002, continues to remain on line. Table 3 illustrates the Applebrook sample data reported for outfall 002 for the September 2020 DMR.

**Table 3**

NPDES Permit Discharge Limitations	Flow	CBOD <sub>5</sub>		TSS		NH <sub>4</sub> -N		Phosphorus, Total		Fecal Coliform	
	MGD	mg/L	lbs/month	mg/L	lbs/month	mg/L	lbs/month	mg/L	lbs/month	Geo Mean	Geo Mean
	Average	25		30		2.5	44	0.5	3	200	1,000
		40		45							
October 6, 2020	0.1408	4.2	4.9	5	5.87	0.159	0.19	0.16	0.19	3	0.4771
October 12, 2020	0.1524			3	3.81						
October 13, 2020	0.1436	2.2	2.6	9	10.78	0.100	0.12	0.20	0.24	1	0.0000
October 20, 2020	0.1535	2.7	3.5	4	5.12	0.139	0.18	0.20	0.26	1	0.0000
October 27, 2020	0.1472	3.2	3.9	5	6.14	0.100	0.12	0.25	0.31	1	0.0000
<b>Average</b>	0.146	2.7	3.3	5	6.5	0.11	0.14	0.22	0.27	1	0.0000
<b>Minimum</b>	0.144	2.2	2.6	3	3.8	0.10	0.12	0.20	0.24	1	0.0000
<b>Maximum</b>	0.154	3.2	3.9	9	10.8	0.14	0.18	0.25	0.31	1	0.0000



**RCSTP Monthly Operations  
Report: December 2020**

The influent wastewater pollutant concentrations and loading entering the wastewater treatment facility remained within the design concentration and organic loading values. The monthly average weekly concentrations were generally observed to be less than the design parameters for the treatment process.

Table 4 presents the available pollutant data for the influent wastewater collected at the doghouse manhole during October 2020.

**Table 4**

<b>October 2020 - Influent Wastewater</b>											
Design Basis	Flow	BOD <sub>5</sub>		TSS		NH <sub>4</sub> -N		TKN, mg/L		Phosphorus, Total, mg/L	
	MGD	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day
		Average	335	2,098	320	2,001	32	200	48	301	9.1
Sample Date											
October 6, 2020	0.3959	295	974	257	849	41.7	138	46.7	154	6.0	19.8
October 13, 2020	0.4234	211	745	256	904	37.0	131	49.4	174	5.9	20.8
October 20, 2020	0.4415	297	1,094	330	1,215	37.1	137	40.8	150	5.0	18.4
October 27, 2020	0.4263	233	828	395	1,404	37.9	135	41.4	147	6.1	21.7
<b>Average</b>	0.4218	259	910	310	1,093	38	135	44.6	157	5.8	20.2
<b>Minimum</b>	0.3959	211	745	256	849	37	131	40.8	147	5.0	18.4
<b>Maximum</b>	0.4415	297	1,094	395	1,404	42	138	49.4	174	6.1	21.7

The foam on the SBR surface remains at approximately 70 to 100% coverage of the surface area. The foam thickness is approximately 3 to 4 inches with a light to medium brown color. These conditions may contribute to a decrease in clarity within the final effluent post flow equalization basins; however, the clarity is improved after passing through the disc filters. The operation strategy is to lower the MLSS to maintain a F:M ratio of 0.06 while ensuring the ammonia effluent discharge concentration remains within the seasonal limit of 7.0 mg/L.

Table 5 illustrates the available data for the final effluent composite sample data reported for outfall 001 for use with the November 2020 DMR.



**RCSTP Monthly Operations  
Report: December 2020**

**Table 5**

<b>November 2020- Final Effluent - Outfall 001</b>											
NPDES Permit Discharge Limitations	Flow	CBOD <sub>5</sub>		TSS		NH <sub>4</sub> -N		Phosphorus, Total		Fecal Coliform	
	MGD	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	Geo Mean	Geo Mean
	Average	20	125	10	131	2.5	44	0.5	3	200	1,000
		40		15							
Sample Date											
November 6, 2020	0.204	2.8	4.8	5	8.5	0.100	0.17	0.13	0.22	1	0.0000
November 10, 2020	0.184	2.0	3.1	5	7.7	0.190	0.29	0.17	0.26	1	0.0000
November 17, 2020	0.19	2.9	4.6			0.354	0.56	0.18	0.29	6	0.7782
November 18, 2020	0.274			1	2.3						
November 24, 2020	0.258	2.4	5.2	5	10.8	0.100	0.22	0.15	0.32	1	0.0000
Average	0.227	2.4	4.3	4	6.9	0.21	0.36	0.17	0.29	3	0.2594
Minimum	0.184	2.0	3.1	1	2.3	0.10	0.22	0.15	0.26	1	0.0000
Maximum	0.274	2.9	5.2	5	10.8	0.35	0.56	0.18	0.32	6	0.7782

Table 6 illustrates the available data for the Applebrook composite sample data reported for outfall 002 for use with the November 2020 DMR.

**Table 6**

<b>November 2020 - Applebrook - Out Fall 002</b>											
NPDES Permit Discharge Limitations	Flow	CBOD <sub>5</sub>		TSS		NH <sub>4</sub> -N		Phosphorus, Total		Fecal Coliform	
	MGD	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	mg/L	lbs/ month	Geo Mean	Geo Mean
	Average	25		30		2.5	44	0.5	3	200	1,000
		40		45							
November 6, 2020	0.1475	2.8	3.4	5	6.15	0.100	0.12	0.13	0.16	1	0.0000
November 10, 2020	0.1352	2.0	2.3	5	5.64	0.190	0.21	0.17	0.19	1	0.0000
November 17, 2020	0.1165	2.9	2.8			0.354	0.34	0.18	0.17	6	0.7782
November 18, 2020	0.1470			1	1.23						
November 24, 2020	0.1515	2.4	3.0	5	6.32	0.100	0.13	0.15	0.19	1	0.0000
Average	0.146	2.4	2.7	4	4.4	0.21	0.23	0.17	0.19	3	0.2594
Minimum	0.117	2.0	2.3	1	1.2	0.10	0.13	0.15	0.17	1	0.0000
Maximum	0.152	2.9	3.0	5	6.3	0.35	0.34	0.18	0.19	6	0.7782





Table 7 presents the available pollutant data for the influent wastewater collected at the doghouse manhole during November 2020. The influent wastewater pollutant loadings remain within the design criteria for the treatment process and equipment.

**Table 7**

<b>November 2020 - Influent Wastewater</b>											
Design Basis	Flow	BOD <sub>5</sub>		TSS		NH <sub>4</sub> -N		TKN, mg/L		Phosphorus, Total, mg/L	
	MGD Average	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day	mg/L	lbs/day
		335	2,098	320	2,001	32	200	48	301	9.1	57
Sample Date											
November 6, 2020	0.4385	258	944	80	293	38.4	140	45.2	165	5.9	21.6
November 10, 2020	0.3856	237	762	275	884	39.8	128	43.1	139	6.4	20.6
November 17, 2020	0.4343	182.0	659	265	960	37.4	135	38.6	140	5.4	19.6
November 24, 2020	0.4974	216.0	896	233	967	32.1	133	42.0	174	4.2	
<b>Average</b>	0.4390	223	815	213	776	37	134	42.2	154	5.5	20.6
<b>Minimum</b>	0.3856	182	659	80	293	32	128	38.6	139	4.2	19.6
<b>Maximum</b>	0.4974	258	944	275	967	40	140	45.2	174	6.4	21.6

**PA DEP**

Bill Collins from PADEP conducted an inspection on November 10, 2020. A copy of the inspection report is attached. The facility, equipment and final effluent water quality were acceptable. The inspection did note some missing supplemental forms which are included with the eDMR submission. A NOV letter was received on November 12, 2020 requesting the missing forms to be filed electronically through the eDMR system within 60 days of the letter. The missing forms are in the process of being submitted and will be completed by the January 11, 2021 date.



**Significant Rainfall**

During November, there were eight (8) days when rainfall occurred. Three (3) storm events resulting in a daily precipitation amount equal to or greater than 0.50 inches. These events occurred on:

November 12 <sup>th</sup>	1.55 inches
November 23 <sup>rd</sup>	0.65 inches
November 30 <sup>th</sup>	3.13 inches

Significant Consecutive Storm events included:

November 12<sup>th</sup> through 13<sup>th</sup> for a total of 1.76 inches

A total of 6.50 inches of rainfall measured during the month.

Plant operations were adjusted to manage the precipitation to prevent exceedances of the permitted discharge limitations for Outfalls 001 and 002. Adjustments included reducing aeration minutes per cycle, extending decant minutes per cycle and reducing settling times.

**Minor Preventative Maintenance**

- Flushed chemical feed lines to the SBRs.
- Cleaned final effluent weir trough daily
- Skimmed surface of disc filters daily
- Drained and cleaned disc filters bi-weekly
- Cleaned buildings and laboratory

**Chemical Usage:**

November 2020		
Chemical	Daily Average	Total Monthly
Soda Ash	300	9,600
Aluminum Sulfate solution	81.4	2,442



**RCSTP Monthly Operations  
Report: December 2020**

**Flow data:**

November 2020			
Flow Meter Location	Total Volume for Month, MG	Average Daily Flow, gpd	Daily Maximum Flow, gpd
Influent Wastewater to Screening Building*	15.349	511,649	1,317,660
Influent Wastewater to SBRs*	13.883	460,757	971,904
Internal Recycle**	0	0	0
Treated Effluent to Disc Filters	13.598		834,716
Final Effluent Discharge	7.221	240,700	570,000
Applebrook Golf Course	4.267	142,220	189,488

During November, the average monthly influent wastewater flow measured at the "field" flow meter was 511,649 gallons//day as compared to the influent flow into the SBRs as 460,757 gallon/day. The difference was 50,892 gallons/day. It is expected that the "field" flow volume would be lower than that of the flow volume into the SBRs as a result of the exclusion of internal recycle flows.

The field flow meter, influent flow channel, grinder and fine screen are inspected routinely for any noticeable signs (blinding of screens) that may contribute to increased head losses through the channel. During the routine inspection, the brush for the fine screen auger was determined to be scheduled for replacement in January 2021. The depth of grit in the channel prior to the fine grinder is also monitored for depth and for scheduling cleaning of the channel.

**SBR 4**

- The sludge waste and motive pump were removed on the 24<sup>th</sup>.
- Replaced all 16 decant valves
- Replaced 2 air relief valves



Figure 1SBR 4 decant Valves

#### **Lenni Electric working on New Emergency Generator**

- On December 8, the centrifuge was wired to the new generator.

#### **Fine Screen**

- Inspected the brush on the fine screen on the 21<sup>st</sup>. The brush condition is showing signs of wear and replacement will be scheduled for January 2021.

#### **Sludge Dewatering System**

- Replaced packing on gland seal on centrifuge transfer conveyor shaft
- Rebuilt the mechanical seal for the sludge feed pump



**Centrifuge Sludge Discharge Chute**

- Replaced the sludge chute. The chute was worn and torn from normal wear and tear.



Figure 2 Centrifuge Chute

3800-FM-BCW0462 12/2016



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF CLEAN WATER  
DISCHARGE MONITORING REPORT (DMR)

NAME: EAST GOSHEN MUNI AUTH CHESTER CNTY  
ADDRESS: 1580 PAOLI PIKE, WEST CHESTER PA, 19380-6107  
FACILITY: RIDLEY CREEK STP  
LOCATION: 1751 TOWNE DR, WEST CHESTER PA, 19380  
STAGE: Final Effluent

PA0050504	001
PERMIT NUMBER	OUTFALL NUMBER

Reporting Frequency: Monthly  
DMR Effective From: 10/01/2020  
DMR Effective To: 10/31/2020  
Permit Expires: 04/30/2022  
Permit Application Due: 11/01/2021  
No Discharge:

MONITORING PERIOD						
YEAR	MO	DAY	TO	YEAR	MO	DAY
2020	10	01	TO	2020	10	31

PARAMETERS REPORTED VALUES

PARAMETER		QUANTITY OR LOADING			QUANTITY OR CONCENTRATION				SAMPLING FREQUENCY	SAMPLING TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS		
Dissolved Oxygen (00300)	Sample Measurement	***	***	***	8.09	***	***	mg/L	1/day	Grab
	Permit Requirement	***	***	***	5.0 Min	***	***	***	1/day	Grab
pH (00400)	Sample Measurement	***	***	***	8.59	***	7.53	S.U.	1/day	Grab
	Permit Requirement	***	***	***	6.0 Min	***	9.0 Max	***	1/day	Grab
Total Suspended Solids (00530)	Sample Measurement	8.0	10.0	lbs/day	***	5.2	6.0	mg/L	1/week	24-Hr Composite
	Permit Requirement	62 Avg Mo	84 Wly Avg	***	***	10.0 Avg Mo	15.0 Wly Avg	***	1/week	24-Hr Composite
Ammonia-Nitrogen (00510) (May-Oct)	Sample Measurement	< 2	***	lbs/day	***	< .1	***	mg/L	1/week	24-Hr Composite
	Permit Requirement	18 Avg Mo	***	***	***	2.5 Avg Mo	***	***	1/week	24-Hr Composite
Total Phosphorus (00665)	Sample Measurement	.3	***	lbs/day	***	.2	***	mg/L	1/week	24-Hr Composite
	Permit Requirement	3.0 Avg Mo	***	***	***	5 Avg Mo	***	***	1/week	24-Hr Composite
Flow (50050)	Sample Measurement	201	325	MGD	***	***	***	***	Continuous	Measured
	Permit Requirement	Monitor & Report Avg Mo	Monitor & Report Daily Max	***	***	***	***	***	Continuous	Measured
Fecal Coliform (74055)	Sample Measurement	***	***	***	***	< 10	3.0	CFU/100 ml	1/week	Grab
	Permit Requirement	***	***	***	***	200 Geo Mean	1000 MAX	***	1/week	Grab
Carbonaceous Biochemical Oxygen Demand (CBOD5) (80082) (May-Oct)	Sample Measurement	5.0	6.0	lbs/day	***	3.0	4.0	mg/L	1/week	24-Hr Composite
	Permit Requirement	62 Avg Mo	84 Wly Avg	***	***	10 Avg Mo	15 Wly Avg	***	1/week	24-Hr Composite
Facility Sampling Point Comments										

3800-FM-BCW0462 12/2016



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF CLEAN WATER  
DISCHARGE MONITORING REPORT (DMR)

NAME: EAST GOSHEN MUNI AUTH CHESTER CNTY  
ADDRESS: 1580 PAOLI PIKE, WEST CHESTER PA, 19380-6107  
FACILITY: RIDLEY CREEK STP  
LOCATION: 1751 TOWNE DR, WEST CHESTER PA, 19380  
STAGE: Final Effluent

PA0050504	002
PERMIT NUMBER	OUTFALL NUMBER

Reporting Frequency: Monthly  
DMR Effective From: 10/01/2020  
DMR Effective To: 10/31/2020  
Permit Expires: 04/30/2022  
Permit Application Due: 11/01/2021  
No Discharge:

MONITORING PERIOD						
YEAR	MO	DAY		YEAR	MO	DAY
FROM 2020	10	01	TO	2020	10	31

PARAMETERS REPORTED VALUES

PARAMETER		QUANTITY OR LOADING			QUANTITY OR CONCENTRATION				SAMPLING FREQUENCY	SAMPLING TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS		
Dissolved Oxygen (00300)	Sample Measurement	***	***	***	8.09	***	***	mg/L	1/day	Grab
	Permit Requirement	***	***	***	5.0 Min	***	***		1/day	Grab
pH (00400)	Sample Measurement	***	***	***	6.59	***	7.53	S.U.	1/day	Grab
	Permit Requirement	***	***	***	6.0 Min	***	9.0 Max		1/day	Grab
Total Suspended Solids (00530)	Sample Measurement	8.0	10.0	lbs/day	***	5.2	6.0	mg/L	1/week	24-H Composite
	Permit Requirement	62 Avg Mo	94 Wly Avg		***	10.0 Avg Mo	15.0 Wly Avg		1/week	24-H Composite
Ammonia-Nitrogen (00610) (May-Oct)	Sample Measurement	< .2	***	lbs/day	***	< .1	***	mg/L	1/week	24-H Composite
	Permit Requirement	16 Avg Mo	***		***	2.5 Avg Mo	***		1/week	24-H Composite
Total Phosphorus (00665)	Sample Measurement	.3	***	lbs/day	***	.2	***	mg/L	1/week	24-H Composite
	Permit Requirement	3.0 Avg Mo	***		***	.5 Avg Mo	***		1/week	24-H Composite
Flow (50050)	Sample Measurement	.201	.325	MGD	***	***	***	***	Continuous	Measured
	Permit Requirement	Monitor & Report Avg Mo	Monitor & Report Daily Max		***	***	***		Continuous	Measured
Fecal Coliform (74055)	Sample Measurement	***	***	***	***	< 1.0	3.0	CFU/100 ml	1/week	Grab
	Permit Requirement	***	***	***	***	200 Geo Mean	1000 IMAX		1/week	Grab
Carbonaceous Biochemical Oxygen Demand (CBOD5) (60082) (May-Oct)	Sample Measurement	5.0	6.0	lbs/day	***	3.0	4.0	mg/L	1/week	24-H Composite
	Permit Requirement	62 Avg Mo	84 Wly Avg		***	10 Avg Mo	15 Wly Avg		1/week	24-H Composite
Facility Sampling Point Comments										

3800-FM-BCW0462 12/2016



COMMONWEALTH OF PENNSYLVANIA  
 DEPARTMENT OF ENVIRONMENTAL PROTECTION  
 BUREAU OF CLEAN WATER  
 DISCHARGE MONITORING REPORT (DMR)

NAME: EAST GOSHEN MUNI AUTH CHESTER CNTY  
 ADDRESS: 1580 PAOLI PIKE, WEST CHESTER PA, 19380-6107  
 FACILITY: RIDLEY CREEK STP  
 LOCATION: 1751 TOWNE DR, WEST CHESTER PA, 19380  
 STAGE: Raw Sewage Influent

PA0050504	001
PERMIT NUMBER	OUTFALL NUMBER

Reporting Frequency: Monthly  
 DMR Effective From: 10/01/2020  
 DMR Effective To: 10/31/2020  
 Permit Expires: 04/30/2022  
 Permit Application Due: 11/01/2021  
 No Discharge:

MONITORING PERIOD						
YEAR	MO	DAY		YEAR	MO	DAY
FROM 2020	10	01	TO	2020	10	31

PARAMETERS REPORTED VALUES

PARAMETER		QUANTITY OR LOADING			QUANTITY OR CONCENTRATION				SAMPLING FREQUENCY	SAMPLING TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS		
Biochemical Oxygen Demand (BOD5) (00310)	Sample Measurement	403	***	lbs/day	***	259	***	mg/L	1/week	24-Hr Composite
	Permit Requirement	Monitor & Report Avg Mo	***		***	Monitor & Report Avg Mo	***		1/week	24-Hr Composite
Total Suspended Solids (00530)	Sample Measurement	455	***	lbs/day	***	310	***	mg/L	1/week	24-Hr Composite
	Permit Requirement	Monitor & Report Avg Mo	***		***	Monitor & Report Avg Mo	***		1/week	24-Hr Composite
Facility Sampling Point Comments										

3800-FM-BCW0462 12/2016



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF CLEAN WATER  
DISCHARGE MONITORING REPORT (DMR)

ATTACHMENT DETAILS

File Name	Attachment Type	Uploaded Time	Attachment Comments
October eDMR 2020.xlsx	Daily Effluent Monitoring Form	2020-11-25T16:48:10-05:00	
3137003_20201110_1639_435028.pdf	Laboratory Analytical Report	2020-11-25T16:47:21-05:00	
3137002_20201030_2229_434628.pdf	Laboratory Analytical Report	2020-11-25T16:46:49-05:00	
3134186_20201021_1635_434628.pdf	Laboratory Analytical Report	2020-11-25T16:44:35-05:00	
3134184_20201028_1636_434628.pdf	Laboratory Analytical Report	2020-11-25T16:44:06-05:00	
3135704_20201029_1135_435028.pdf	Laboratory Analytical Report	2020-11-25T16:45:28-05:00	
3135703_20201102_1037_434628.pdf	Laboratory Analytical Report	2020-11-25T16:44:56-05:00	
3132749_20201016_1137_434628.pdf	Laboratory Analytical Report	2020-11-25T16:43:45-05:00	
3135704_20201029_1135_435028.pdf	Laboratory Analytical Report	2020-11-25T16:46:17-05:00	
3132748_20201019_1815_435028.pdf	Laboratory Analytical Report	2020-11-25T16:43:24-05:00	

PERMIT VIOLATIONS

Non-Compliance ID	Event Start Date	Event End Date	Parameter	Limit Type	Reported Value	Permit Limit	Unit	Sampling Point	Cause Of Non-Compliance	Corrective Action	Comments
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UNAUTHORIZED DISCHARGES

Non-Compliance ID	Event Start Date	Event End Date	Date and Time Discovered	Substance Discharged	Event Location	Volume (gal)	Duration (hrs)	Receiving Waters	Impact On Waters	Cause Of Discharge	Date and Time DEP Notified Orally	Comments
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OTHER PERMIT VIOLATIONS

Non-Compliance ID	Non-Compliance Type	Sampling Point	Parameter	Reported Value	Permit Limit	Comments
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COMMENT DETAILS

Comments	Operator Name	Operator Certification Number	Operator Contact Number
	Scott A. Towler	T0390	(345)-325-3282

SUBMISSION INFORMATION

SUBMITTED BY GREENPORT USER	*Pursuant to the Pennsylvania Electronic Transactions Act - Act 69, effective January 15, 2002, you are about to engage in an electronic transaction with the Commonwealth of Pennsylvania. You are submitting official information. You certify under penalty of law that this document and all attachments were prepared under your direction or supervision in accordance with a system designed to assure that qualified personnel gather and evaluate the information submitted. Based on your inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of your knowledge and belief, true, accurate and complete. You are aware that any false statement may be subject to substantial civil and criminal penalties, including 18 P.S. section 4904 (relating to unsworn falsification to authorities).	SUBMITTED BY FULL NAME	TELEPHONE		DATE		
			AREA CODE	NUMBER	YEAR	MO	DAY
towlersc		Scott Towler	(484)	401-4198	2020	11	25





**SUPPLEMENTAL REPORT  
DAILY EFFLUENT MONITORING**

3800-FM-8CV0435 3/2012

Facility Name: Ridley Creek STP  
 Municipality: East Goshen Township County: Chester  
 Watershed: \_\_\_\_\_  
 Laboratories: ALS

Month: 10 (select number) Year: 2020  
 Permit No.: PA0050504 Outfall: 001  
 Renewal application due 180 days prior to expiration.  
 This permit will expire on: April 30, 2022

Week	Day	Date	Flow	pH	TSS	NH3-N	Total Phosphorus	Fecal Colliform	Dissolved Oxygen	CBOD5	TSS	BOD5		
			MGD	1	1	1	1	1	1	1	1	1	RI	RI
Stage			1	1	1	1	1	1	1	1	1	1	1	1
			Q	S.U.	mg/L	mg/L	mg/L	CFU/100 ml	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L
1	Thu	10/1/20	0.282	7.39					8.24					
	Fri	10/2/20	0.172	7.32					8.45					
	Sat	10/3/20	0.172	7.27					8.32					
	Sun	10/4/20	0.19	7.25					8.28					
	Mon	10/5/20	0.188	7.24					8.47					
	Tue	10/6/20	0.169	7.53	5.0	0.159	0.16	3.0	8.60	4.2	257.0	295.0		
	Wed	10/7/20	0.181	7.33					8.38					
	Thu	10/8/20	0.179	7.31					8.38					
	Fri	10/9/20	0.177	7.28					8.51					
	Sat	10/10/20	0.184	7.27					8.36					
2	Sun	10/11/20	0.213	7.29					8.49					
	Mon	10/12/20	0.226	7.26	3.0				8.18					
	Tue	10/13/20	0.19	7.29	9.0	< 0.1	0.24	< 1.0	8.45	2.2	256.0	211.0		
	Wed	10/14/20	0.184	7.25					8.53					
	Thu	10/15/20	0.174	7.31					8.48					
	Fri	10/16/20	0.194	7.32					8.40					
	Sat	10/17/20	0.189	7.13					8.33					
3	Sun	10/18/20	0.168	6.59					8.38					
	Mon	10/19/20	0.178	7.23					8.16					
	Tue	10/20/20	0.199	7.23	4.0	0.139	0.2	< 1.0	8.45	2.7	330.0	297.0		
	Wed	10/21/20	0.184	7.26					8.58					
	Thu	10/22/20	0.188	7.30					8.42					
	Fri	10/23/20	0.165	7.26					8.42					
	Sat	10/24/20	0.204	6.75					8.09					
4	Sun	10/25/20	0.225	7.29					8.62					
	Mon	10/26/20	0.216	7.27					8.59					
	Tue	10/27/20	0.19	7.25	5.0	0.1	0.25	< 1.0	8.58	3.2	395.0	233.0		
	Wed	10/28/20	0.199	7.26					8.54					
	Thu	10/29/20	0.325	7.27					8.60					
	Fri	10/30/20	0.281	7.24					8.72					
	Sat	10/31/20	0.233	7.34					9.16					

Statistics for DMR	Flow	pH	TSS	NH3-N	Total Phosphorus	Fecal Colliform	Dissolved Oxygen	CBOD5	TSS	BOD5
Daily Minimum (Conc.):	###	6.59	3	< 0.1	0.16	< 1	8.09	2.2	256	211
Daily Maximum (Conc.):	###	7.53	9	0.159	0.25	3	9.16	4.2	395	297
Max Avg Weekly (Conc.):		6.0	6.0	0.159	0.25		8.69	4	395	297
Avg Monthly (Conc.):			5.2	< 0.1	0.2		8.46	3	310	259
Geometric Mean (Conc.):						< 1				
Max Avg Weekly (Load):	0.238	#REF!	10	0.2	0.4		17	6	626	493
Avg Monthly (Load):	0.201	#REF!	8	< 0.2	0.3		14	5	485	403
Total Monthly (Load):	6.219	#REF!	257	< 6	10.3		439	147	15047	12495
Daily Minimum (Load):	0.165	#REF!	6	< 0.2	0.2		12	3	362	334
Daily Maximum (Load):	0.325	#REF!	14	0.2	0.4		23	6	626	493

I certify under penalty of law that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. See 18 Pa. C.S. § 4904 (relating to unsworn falsification).

Prepared By: Scott Towler License No.: T0390  
 Title: Operator Date: 25/11/2020





**SUPPLEMENTAL REPORT  
DAILY EFFLUENT MONITORING**

3800-FM-BCW0435 3/2012

Facility Name: Ridley Creek STP  
 Municipality: East Goshen Township County: Chester  
 Watershed: \_\_\_\_\_  
 Laboratories: ALS

Month: 10 (select number) Year: 2020  
 Permit No.: PA0060504 Outfall: 002  
 Renewal application due 180 days prior to expiration.  
 This permit will expire on: April 30, 2022

Week	Day	Date	Flow		pH		TSS		NH3-N		Total Phosphorus		Fecal Coliform		Dissolved Oxygen		CBOD5		TSS		BOD5	
			MGD	g	S.U.	g	mg/L	g	mg/L	g	mg/L	g	CFU/100 ml	g	mg/L	g	mg/L	g	mg/L	g	mg/L	g
1	Thu	10/1/20	0.15314		7.39										8.24							
	Fri	10/2/20	0.13251		7.32										8.45							
	Sat	10/3/20	0.1343		7.27										8.32							
	Sun	10/4/20	0.14939		7.25										8.28							
	Mon	10/5/20	0.14534		7.24										8.47							
	Tue	10/6/20	0.14083		7.53		5.0		0.159		0.16		3.0		8.6		4.2		257.0		295.0	
	Wed	10/7/20	0.14662		7.33										8.38							
	Thu	10/8/20	0.14072		7.31										8.38							
	Fri	10/9/20	0.14405		7.28										8.51							
	Sat	10/10/20	0.14965		7.27										8.36							
2	Sun	10/11/20	0.14834		7.29										8.49							
	Mon	10/12/20	0.15243		7.26		3.0								8.18							
	Tue	10/13/20	0.14357		7.29		9.0		< 0.1		0.24		< 1.0		8.45		2.2		256.0		211.0	
	Wed	10/14/20	0.14656		7.25										8.53							
	Thu	10/15/20	0.14229		7.31										8.48							
	Fri	10/16/20	0.14221		7.32										8.4							
	Sat	10/17/20	0.14152		7.13										8.33							
3	Sun	10/18/20	0.13084		6.59										8.38							
	Mon	10/19/20	0.14371		7.23										8.16							
	Tue	10/20/20	0.15346		7.23		4.0		0.139		0.2		< 1.0		8.45		2.7		330.0		297.0	
	Wed	10/21/20	0.14658		7.26										8.58							
	Thu	10/22/20	0.14976		7.3										8.42							
	Fri	10/23/20	0.13595		7.26										8.42							
	Sat	10/24/20	0.13942		6.75										8.09							
4	Sun	10/25/20	0.16142		7.29										8.62							
	Mon	10/26/20	0.15194		7.27										8.59							
	Tue	10/27/20	0.14718		7.25		5.0		0.1		0.25		< 1.0		8.58		3.2		395.0		233.0	
	Wed	10/28/20	0.12915		7.26										8.54							
	Thu	10/29/20	0.15373		7.27										8.6							
	Fri	10/30/20	0.1531		7.24										8.72							
	Sat	10/31/20	0.1384		7.34										9.16							

Statistics for DMR	MGD	pH	TSS	NH3-N	Total Phosphorus	Fecal Coliform	Dissolved Oxygen	CBOD5	TSS	BOD5
Daily Minimum (Conc.):	###	6.59	3	< 0.1	0.16	< 1	8.09	2.2	256	211
Daily Maximum (Conc.):	###	7.53	9	0.159	0.25	3	9.18	4.2	395	297
Max Avg Weekly (Conc.):			6.0	0.159	0.25		8.69	4	395	297
Avg Monthly (Conc.):			5.2	< 0.1	0.2		8.46	3	310	259
Geometric Mean (Conc.):						< 1				
Max Avg Weekly (Load):	0.147847	#REF!	7	0.2	0.3		11	5	485	380
Avg Monthly (Load):	0.144772	#REF!	6	< 0.2	0.3		10	4	379	316
Total Monthly (Load):	4.48792	#REF!	197	< 5	8.0		317	116	11746	9806
Daily Minimum (Load):	0.129152	#REF!	4	< 0.1	0.2		9	3	302	253
Daily Maximum (Load):	0.161424	#REF!	11	0.2	0.3		12	5	485	380

I certify under penalty of law that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. See 18 Pa. C.S. § 4904 (relating to unsworn falsification).

Prepared By: Scott Towler License No.: T0390  
 Title: Operator Date: 25/11/2020







**SUPPLEMENTAL REPORT - INFLUENT & PROCESS CONTROL**

3800-FM-BCW0436 3/2012

Facility Name: Ridley Creek Sewage Treatment Plant  
 Municipality: East Goshen Township County: Chester  
 Watershed: 3-G

Month: October Year: 2020  
 NPDES Permit No.: PA0050504  
 Renewal application due 180 days prior to expiration.  
 This permit will expire on: February 28, 2022

Day	Influent					Process Control		
	Flow (MGD)	BOD <sub>5</sub> (mg/l)	BOD <sub>5</sub> (lbs)	TSS (mg/l)	TSS (lbs)	Aeration MLSS (mg/l)	Aeration DO (mg/l)	Sludge Wasted (gallons)
1	0.4121							
2	0.3812							
3	0.3826							
4	0.4527							
5	0.3748							
6	0.3956	295.0	973	257.0	848			
7	0.4243							
8	0.3848							
9	0.4241							
10	0.3987							
11	0.454							
12	0.4577							
13	0.4124	211.0	726	256.0	881			
14	0.4204							
15	0.3717							
16	0.3958							
17	0.4101							
18	0.3771							
19	0.4384							
20	0.4279	297.0	1,060	330.0	1,178			
21	0.4045							
22	0.4251							
23	0.3741							
24	0.4104							
25	0.4984							
26	0.4216							
27	0.4097	233.0	796	395.0	1,350			
28	0.4038							
29	0.5944							
30	0.4255							
31	0.4415							
Avg	0.42	259	889	310	1,064			
Max	0.594	297	1,060	395	1,350			

I certify under penalty of law that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. See Pa. C.S. § 4904 (relating to unsworn falsification).

Prepared By: Scott A Towler  
 Title: Plant Operator

License No.: T0390  
 Date: 11/04/2020

**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF CLEAN WATER**

**SEWAGE INSPECTION REPORT**

Permit Number	Inspection Date	Entry Time	Exit Time	Inspection Type	Inspection ID
PA0050504	11/10/2020	08:49	10:25	CEI	3105708
Municipality	East Goshen		County	Chester	
Facility Name	RIDLEY CREEK STP		Permittee Name	EAST GOSHEN MUNI AUTH CHESTER CNTY	
24-Hour Emergency Contact Person/Phone	Matt Mullin / (610) 675-7696		Email	----	
Physical Location Address	1751 TOWNE DR, WEST CHESTER, PA, 19380				
Permit Expiration Date	04/30/2022	Next Submittal ---- Due ---- Date			
<b>Violations*</b>	Violation(s) Noted				
					
<ol style="list-style-type: none"> <li>25 Pa. Code 92a.41(a)(12): Failure to submit monitoring reports or properly complete monitoring reports.</li> <li>25 Pa. Code 92a.41(a)(12): Failure to submit a required DMR supplemental report.</li> <li>25 Pa. Code 92a.41(a)(12): Failure to submit a required DMR supplemental report.</li> <li>25 Pa. Code 92a.61(f)(1): Failure to properly document monitoring activities and results.</li> </ol>					
<b>Recommendations</b>					
Change out compositor NIST thermometers Recalibrate 7 day chart in order to better visualize flow patterns.					
Person Interviewed Matthew Mullin	Date 11/10/2020	Inspector WILLIAM J COLLINS	Date 11/10/2020		
Signature social distancing	Phone Number ----	Signature 	Phone Number (484) 250-5139		
Title ----	Title WTR QLTY SPCST				
Email ----	Email wilcollins@pa.gov				
<p>This document is official notification that a representative of the Department of Environmental Protection inspected the above facility. The findings of this inspection are shown above and on any attached pages. *Any violations which were noted during the inspection are indicated. Violations may also be discovered upon examination of the results of laboratory analyses of the discharge and/or review of Department records.</p>					



**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF CLEAN WATER**

**SEWAGE INSPECTION REPORT**

<b>Facility Details Section</b>			
<b>Responsible Official</b>	LOUIS F SMITH	<b>Title</b>	TOWNSHIP MGR
<b>Business Phone</b>	(610) 692-7171	<b>Email</b>	rsmith@eastgoshen.org
<b>Permittee Address</b>	1580 PAOLI PIKE, WEST CHESTER, PA, 19380-6107		
<b>Certified Operator</b>	MULLIN MATTHEW	<b>Client ID</b>	194477
<b>Certificates</b>	A,E-1,2,3,4	<b>Certification Status</b>	Active
		<b>Expiration Date</b>	06/30/2021
<b>Is a Copy of the permit(s) on-site?</b>			Yes
<b>Has the interviewed operator/person reviewed the facility's permit(s)?</b>			Yes
<b>Comments</b>			
<p>This CEI was conducted alongside Matthew Mullin, Operator.            Influent headworks appeared in good condition. Both the muffin monster and mechanical screen appeared to be functioning properly.            3 of 4 SBRs were online. The 3 online SBRs appeared to be working properly.            No issues were observed with the disc filters.            UV appeared to be functioning properly.            Sludge holding tanks were in good condition.            Final effluent appeared clear.</p>			
<b>Participants:</b>			
----			

SEWAGE INSPECTION REPORT

1 Mon,Rpts&Rcds: 00007247 - SBR PLANT

Influent Sampling

MRR-1	Is influent monitoring required by the permit?	Yes	
MRR-2	Are influent samples collected?	Yes	
MRR-3	Is the influent sampling location prior to all treatment? Notes: Samples collected from mh prior to headworks	Yes	
MRR-4	Is the influent sampling location prior to all return flows?	Yes	
MRR-5	Are representative influent samples collected?	Yes	

Effluent Sampling

MRR-6	Is the effluent sample collected at the location identified in the permit?	Yes	
MRR-7	Where is the effluent sample collection location?	End of UV	
MRR-8	Is the effluent sample location after all treatment?	Yes	
MRR-9	Are representative effluent samples collected?	Yes	

Sample Collection

MRR-10	Are samples collected as required by the permit?	Yes	
MRR-11	Is proper sampling equipment / containers used during collection?	Not Observed	
MRR-12	Are the proper type of samples collected in accordance with the permit?	Yes	
MRR-13	Are the samples collected at the frequency in accordance with the permit?	Yes	
MRR-14	Is the proper sample size (minimum aliquot 100 mL) collected?	Yes	
MRR-15	Is proper temperature control provided during collection, storage and shipping?	Not Observed	
MRR-16	Is the temperature of the sampler or storage refrigerator monitored using an NIST traceable thermometer and recorded?	Yes	
MRR-17	Is the sample storage temperature $\leq 6^{\circ}\text{C}$ ?	Yes	
MRR-18	What is the sample storage temperature?	5 C	

On-site Lab Accreditation-by-Rule

MRR-19	Does the facility analyze accredited-by-rule parameters only?	Yes	
MRR-20	Which accredited-by-rule parameters are analyzed by the on-site lab?	pH DO	
MRR-21	Is the on-site lab registered?	Yes	
MRR-22	Laboratory Registration ID	15-05032	



SEWAGE INSPECTION REPORT

Lab Accreditation

MRR-23	Does the on-site laboratory analyze permit parameters?	No	
MRR-29	Are permit parameters analyzed by a contract lab?	Yes	
MRR-30	Contract Lab Name, City, Phone Notes: ALS Environmental 34 Dogwood Ln Middletown, PA 17057 717-944-5541	See notes	
MRR-31	Contract Laboratory Accreditation ID	22-00293	
MRR-32	Is the contract lab accredited for those permit parameters?	Yes	
MRR-33	Have any changes occurred with the accredited-by-rule or the accredited parameters or labs?	No	

Analysis

MRR-35	Are approved test methods (per 40 CFR Part 136 or others) used for permit parameters?	Not Observed	
MRR-36	Are the methods used sufficiently sensitive for permit parameters?	Not Observed	
MRR-37	Are the samples analyzed within the required holding time?	Not Observed	
MRR-38	Are laboratory equipment/meters calibrated in accordance with the manufacturers' specifications?	Not Observed	
MRR-39	Are laboratory meters operated and maintained in accordance with the manufacturers' specifications?	Not Observed	
MRR-40	Are pH buffers and other reagent standards current?	Yes	


Records

MRR-41	Are sampling, calibration, laboratory results, chain-of-custody and other required records readily available for review and complete?	Not Observed	
MRR-42	Do the sampling records include collector, date/time, location information?	Not Observed	
MRR-43	Do the analysis records include the analyst's name, the analysis date and time, the test method used, the quantitation limits, and the results?	Not Observed	
MRR-44	Are the required facility records retained for a minimum of 3 years?	Not Observed	
MRR-45	Are the required sludge use and disposal records retained for a minimum of 5 years?	Not Observed	
MRR-46	Was access provided to information or to facility records upon request?	Not Applicable	

Reports

MRR-47	Identify the month/year of the DMRs and supporting data reviewed.	2020	
MRR-48	Are the reviewed DMRs and supplemental reports properly completed?	No	4
MRR-49	Are the reviewed bench sheets/lab reports consistent with the reported data?	Not Observed	
MRR-50	Are samples collected more frequently than required in the permit?	Yes	
MRR-51	Are additional sample results incorporated into the DMR calculations?	Yes	

SEWAGE INSPECTION REPORT

MRR-52	Are DMRs submitted on time?	Yes	
MRR-53	Are the required supplemental reports submitted?	No	
MRR-54	Is the facility using the eDMR system, if required?	Yes	

2 Flow Measurement: 00007247 - SBR PLANT

Flow Measurement

Q-2	If influent flows are measured, are they measured before all return lines and after hauled-in waste?	Not Applicable	
Q-3	Is a flume present?	No	
Q-6	Is a weir present?	Yes	
Q-7	Are weirs clean with a visible air space below nappe?	Yes	
Q-8	What is the max flow that can be measured at the primary device (flume or weir)?	3.0 MGD	

Meter & Recorder

Q-9	Does the permit require continuous flow monitoring and recording?	Yes	
Q-10	Does the facility have the required flow monitoring and recording capabilities?	Yes	
Q-11	What type of flow meter is used?	Ultrasonic	
Q-12	What type of flow recorder is used?	Totalizer 7-day Chart	
Q-13	Are the meter and recorder operable and operating?	Yes	
Q-14	What is the date of the most recent flow meter calibration?	9/20	
Q-15	What is the calibration range of the flow meter?	Unknown	
Q-16	What is the flow range of the recorder?	0-3000 gpm	
Q-17	What is the current flow meter reading (MGD or gpm)?	66 gpm	

High Flows

Q-18	Does the permit require a High Flow Management Plan?	No	
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3 TP Treatment Plant: 00007247 - SBR PLANT

Treatment Units

TP-1	Are all treatment units operable?	Yes	
TP-2	Are the treatment units/equipment as described in the WQM permit(s) or in the previous inspection report?	Yes	

SEWAGE INSPECTION REPORT

**Stand-by Power**

TP-7	Is stand-by power provided?	Yes	
TP-8	Type of Stand-by Power	Emergency generator	
TP-9	How often is the stand-by power unit maintained?	Quarterly	
TP-10	How often is the stand-by power unit exercised?	Weekly	
TP-11	Is the stand-by power unit exercised under load? Notes: Under load when maintenance is performed	Yes	
TP-12	Is the stand-by power system operable and maintained?	Yes	

**Alarms**

TP-13	Is an alarm system available?	Yes	
TP-14	Type of Alarm	Auto Dialer	
TP-15	How often is the alarm system tested?	Weekly	
TP-16	What conditions trigger an alarm? Select all that apply.	Power failure High level Pump faults Pump failure	
TP-17	Is the alarm system(s) operable?	Yes	

**Chemicals**

TP-18	Are chemicals used for treatment or otherwise added to the waste stream?	Yes	
TP-19	Which chemicals are added? Notes: Soda ash Alum Polymer	See notes	
TP-20	What is the purpose of the chemical addition? Notes: pH adjustment Phos removal Coagulation	See notes	
TP-21	Where are the chemicals added? Notes: SBR SBR Centrifuge	See notes	
TP-22	Are chemicals properly handled and stored to prevent a pollution incident?	Yes	

**Bypasses**

TP-23	Did a treatment plant bypass occur since the last inspection?	No	
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**Planned Changes**

TP-35	Have any changes (new pollutants, different or increased volume or loadings) to the waste stream from industrial or hauled-in wastes occurred since the last inspection?	No	
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SEWAGE INSPECTION REPORT

4 O&M: 00007247 - SBR PLANT

O&M

OM-1	Which of the following treatment plant and equipment records are available?	O&M Manual As-built drawings Maintenance schedule Equipment Manuals	
OM-2	Is a daily operations log on-site?	Yes	
OM-3	Is the daily operations log up to date?	Yes	
OM-4	Which operational conditions/actions are recorded in the log?	Observations Process adjustments Problems or Concerns	
OM-5	Are process control parameters monitored? (Record the monitoring frequency and current results)	Yes	
OM-6	Is an influent/process control supplemental report form completed and submitted with the DMR?	No	2
OM-7	Does the daily operations log include maintenance and repair records?	No	
OM-8	Is a routine preventative maintenance (PM) schedule and log maintained?	Yes	
OM-9	Is a repair log on-site?	Yes	
OM-10	Are the PM and repair logs up to date?	Yes	
OM-11	Were major equipment repairs/replacements done since the last inspection? Notes: SBR valves- decant and effluent	Yes	
OM-12	Is a spare parts inventory, either written or electronic, maintained?	Yes	
OM-13	Are spare parts and equipment (pumps, motors) maintained on-site or readily available?	Yes	

Solids Management

OM-14	What is the sludge storage capacity?	Unknown	
OM-15	How much sludge was removed from the facility in the past year?	Unknown	
OM-16	How does the facility determine how much sludge to waste?	MLSS results	
OM-17	Is sludge/biosolids production & disposal information submitted on the applicable supplemental report form with the DMR?	No	3
OM-18	Does the facility test the removed sludge for %TS?	Yes	
OM-19	Who provides sludge hauling/disposal/land application?	Charles Blosenski	
OM-20	Where is the sludge disposal/biosolids application location? Notes: Chester County Landfill	See notes	
OM-21	How and where are other solid materials, such as collected screenings and grit, disposed?	Dumpster	

SEWAGE INSPECTION REPORT

OM-22	Has the facility obtained or assured that contracted agents have the necessary permits and approvals for the disposal of solid materials?	Yes	
OM-23	Are solid materials handled and disposed of in compliance with a disposal permit and requirements?	Yes	
OM-24	Is the facility in compliance with all other Part C Special Conditions regarding Solids Management?	Yes	

Hauled in Wastes

OM-25	Does the facility accept hauled-in wastes?	No	
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Stormwater

OM-37	Does the permit include a special condition or other requirements regarding stormwater management?	No	
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Special Conditions

OM-42	Is the facility subject to industrial pretreatment requirements, or does the permit include a Part C Special Condition regarding Industrial Pretreatment?	No	
OM-45	Does the permit contain a condition regarding whole effluent toxicity (WET) tests?	No	
OM-48	Are any other special conditions in the permit not covered in this inspection report?	No	

5 DP Discharge Point: 00007247 - SBR PLANT

Outfall

DP-1	Outfall Observations	See photo	
DP-2	Were field measurements taken?	No	
DP-4	Were effluent samples collected for laboratory analysis?	No	

Downstream

DP-10	Is the receiving stream clear of floating or deposited materials, scum, sheen, foam, oil, grease or other substances associated with the discharge?	Yes	
DP-11	Were downstream field measurements taken?	No	
DP-13	Were downstream samples collected for laboratory analysis?	No	

Upstream

DP-19	Was the stream observed upstream from the outfall?	Yes	
DP-20	Were upstream field measurements taken?	No	
DP-22	Were upstream samples collected for laboratory analysis?	No	

6 CV Conveyance: 00007247 - SBR PLANT

Collection System

CV-1	Does the permitted entity own, operate & maintain the entire collection system?	Yes	
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SEWAGE INSPECTION REPORT

CV-4	Is collection system maintenance performed?	Yes	
CV-5	Is maintenance regularly scheduled?	Yes	
CV-6	Is maintenance done as problems occur?	Yes	
CV-7	Which types of maintenance are performed?	Jetting/televising	
CV-8	Does the system experience infiltration and/or inflow that causes or could cause O&M problems or interferes with treatment?	Yes	
CV-9	Is an I&I program in place?	Yes	
CV-10	Select the I&I detection work performed since last inspection	Metering	
CV-11	Select the I&I removal work performed since last inspection	Dish Installation Manhole Repair Manhole Replacement Pipe Repair	

Sanitary Sewer Overflows

CV-12	Have any sanitary sewer overflows occurred since the last inspection?	No	
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7 PS Pump Stations: 00007247 - SBR PLANT

Pump Stations

PS-1	How many pump stations are part of the facility's collection system?	2	
PS-2	Are pump station flows recorded?	Yes	
PS-3	How are flows measured?	Metered Estimated from pump run times	
PS-4	What type of flow meter/sensor is in use?	Magnetic	
PS-5	When was the most recent flow meter calibration done?	N/O	
PS-7	Are pump stations monitored with alarms?	Yes	
PS-8	Are the alarms operable?	Not Observed	
PS-9	Are the pump stations equipped with backup auxiliary power?	Yes	
PS-10	Type of Stand-by Power	Emergency generator	
PS-11	Is the stand-by power system operable?	Not Observed	
PS-12	Is the stand-by power system maintained in accordance with manufacturer's recommendations?	Not Observed	
PS-13	How often is the stand-by power unit maintained?	Quarterly	

SEWAGE INSPECTION REPORT

PS-14	How often is the stand-by power unit exercised?	Weekly	
PS-15	Is the stand-by power unit exercised under load?	Yes	

OpCert: 00007247 - SBR PLANT

Operator Certification

OP-1	Is a properly certified operator employed for the treatment plant?	Yes	
OP-2	Is at least one collection system pump station part of the permitted facility?	Yes	
OP-3	Is an operator with a valid E-4 certificate employed for the operation of the facility's collection system pump station(s)?	Yes	
OP-4	How many properly certified available operators make process control decisions at this facility?	2	
OP-5	Is at least one available operator's current certificate displayed at the treatment plant?	Yes	
OP-6	Have the available operators been provided with a copy of the current NPDES/WQM Permits?	Yes	
OP-7	On which days of the week is an available operator at the plant?	Monday Wednesday	
OP-8	How many hours are spent at the plant by the available operator(s) each day (weekdays/weekends/holidays)?	5	
OP-9	Does the operator notify the owner about violations or conditions that may cause a violation, and needed resources?	Yes	
OP-10	How does the operator notify the owner about known violations or conditions that may cause a violation, and about needed resources?	Email Phone call	
OP-11	Does the owner respond to the operator's notification about needed resources?	Yes	
OP-12	Does the operator act to resolve the condition(s) and/or violation(s)?	Yes	
OP-13	Are non-certified or not properly certified persons expected to perform work that requires process control decisions?	Yes	
OP-14	How are non-certified/not properly certified persons directed to perform process control work?	Available operator on-site Available operator on call	
OP-15	Has the owner elected to develop SOPs?	Yes	
OP-16	Has the owner designated an operator in responsible charge to develop SOPs?	Yes	
OP-17	Name of operator in responsible charge	Matt Mullin	
OP-18	Has the designated operator in responsible charge developed and/or approved SOPs?	Yes	
OP-19	If the available operator/operator in charge (OIC) has changed, was a change of operator form submitted to DEP within 10 days?	Not Applicable	

Circuit Rider

OP-20	Is the facility operated by a circuit rider?	Yes	
OP-21	How many facilities does the circuit rider operate?	2	



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF CLEAN WATER

SEWAGE INSPECTION REPORT

	How many permits were the contractor operating?	-	
OP-22	Is the required General Work Plan complete, signed by the owner and available for review upon request?	Not Observed	
OP-23	Is the required System Specific Management Plan complete, signed by the owner and available for review upon request?	Not Observed	

SEWAGE INSPECTION REPORT

3 TP Treatment Plant: 00007247 - SBR PLANT

Treatment Units

TP-1	Are all treatment units operable?			
Treatment Units	Total	On-Line	Inoperable	Comments
Influent Screen	2	2	0	
SBR	4	3	0	
Other	2	2	0	Post EQ
Media Filter	2	2	0	
UV Lights	1	1	0	
Sludge Holding Tank/Lagoon	2	2	0	
Centrifuge	1	1	0	

4 O&M: 00007247 - SBR PLANT

O&M

OM-5	Are process control parameters monitored? (Record the monitoring frequency and current results)	
Parameter / Calculation	Frequency Of Testing	Current Testing Results
Aeration Basin Observation: Foam, Color, Air Distribution, Odor, Basin Mixing/Rolling	Daily	
Dissolved Oxygen	Daily	8.6
pH	Daily	6.52/6.21/6.7 7.29
Mixed Liquor Suspended Solids (MLSS)	2-3x/wk	
Microscopic Exam	As needed	
Alkalinity	Daily	185/210/180

SEWAGE INSPECTION REPORT

Inspection Images



Description: Muffin monster



Description: Mechanical screen

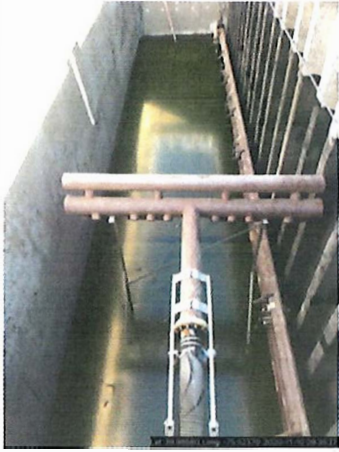


Description: SBR 1



Description: SBR 2 react

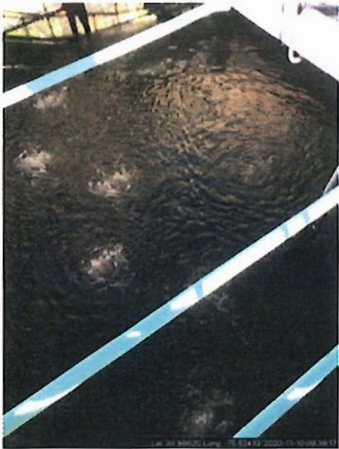
SEWAGE INSPECTION REPORT



Description: SBR 3 offline



Description: SBR 4 Aerated fill



Description: Post EQ 1



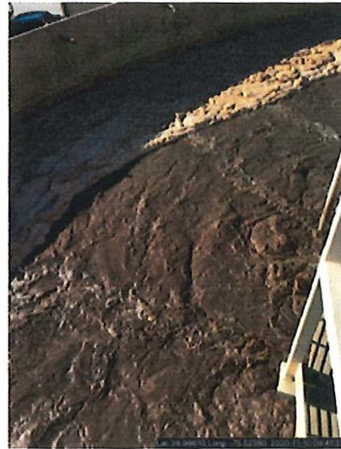
Description: Sludge holding 1



SEWAGE INSPECTION REPORT



Description: Post EQ 2



Description: Sludge holding 2



Description: Disc filter 1



Description: Disc filter 1 effluent

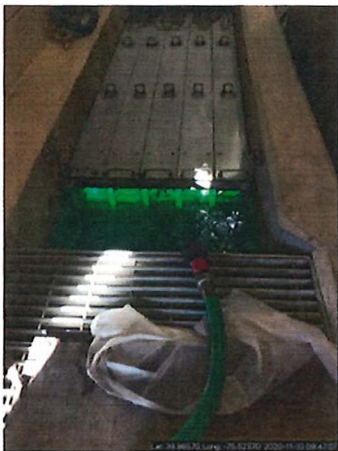
SEWAGE INSPECTION REPORT



Description: Disc filter 2



Description: Disc filter 2 effluent



Description: Head of UV



Description: Final effluent

SEWAGE INSPECTION REPORT



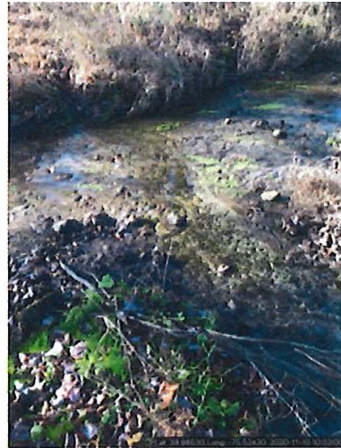
Description: Final effluent weir



Description: Outfall



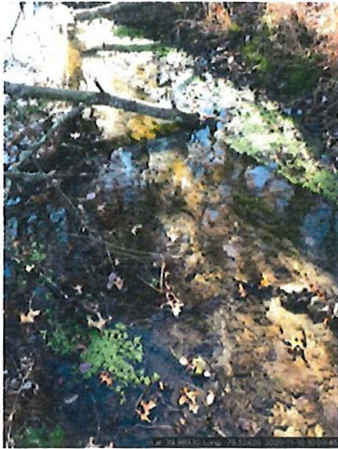
Description: Effluent channel



Description: Confluence of effluent with receiving  
stream



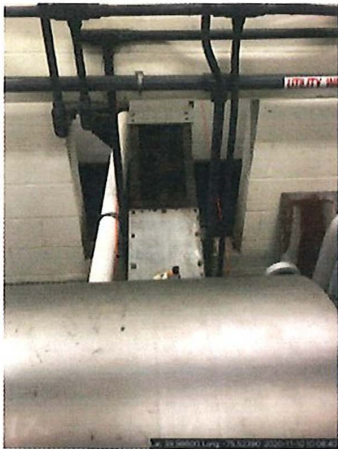
SEWAGE INSPECTION REPORT



Description: Downstream of outfall



Description: Upstream of outfall



Description: Screw from centrifuge



November 12, 2020

**NOTICE OF VIOLATION**

Mr. Louis F. Smith  
Township Manager  
1580 Paoli Pike  
West Chester, PA 19380

Re: Clean Water/Operations/Sewage  
NPDES Permit No. PA0050504  
Ridley Creek STP  
East Goshen Township  
Chester County

Dear Mr. Smith:

On November 10, 2020, I conducted an inspection at the Ridley Creek STP. In addition to this inspection, I conducted an administrative review of your eDMR data and supplemental reports. The administrative review indicated that many supplemental reports, as required by your permit, were not submitted. Below is a summary of the missing reports.

**Daily Effluent Monitoring**

2017 – October  
2018 – January, February and October  
2019 – January, September through December  
2020 – May, July and August

**Influent and Process Control**

2017 – September and October  
2018 – January through March, July and October  
2019 – January, September through December  
2020 – April through September

**Sewage Sludge/Biosolids Production and Disposal**

This supplemental has not been submitted at all since the current permit went into effect on May 1, 2017.

Please be advised that failure to comply with the terms and conditions of a DEP permit constitutes a violation of Sections 201 and 202 of the Clean Streams Law, the Act of June 22, 1937, P.L. 1987, as amended, 35 P.S. §§ 691.1 - 691.1001 (the Clean Streams Law). Such violations also constitute unlawful conduct under Section 611 of the Clean Streams Law, 35 P.S. § 691.611, and are subject to the enforcement provisions of Section 605 of the Clean Streams Law, 35 P.S. § 691.605 which includes the assessment of civil penalties.

We request that all missing supplemental reports be uploaded to the eDMR system within 60 days of the date of this letter.

This Notice of Violation is neither an order nor any other final action of DEP. It neither imposes nor waives any enforcement action available to DEP under any of its statutes. If DEP determines that an enforcement action is appropriate, you will be notified of the action.

If you have any questions, please contact me at 484-250-5139 or by email at wilcollins@pa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'William Collins', is written over a horizontal line.

William Collins  
Water Quality Specialist  
Clean Water

cc: Mr. James Roth

**DRAFT**  
**EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY**  
**MEETING MINUTES**  
**November 9, 2020**

The East Goshen Township Municipal Authority held their regular meeting on Monday, November 9, 2020 at 7:00 pm. Due to restrictions caused by the COVID-19 virus, the meeting was held via electronic conferencing Zoom. Members in attendance were: Chairman Phil Mayer, Jack Yahraes, Kevin Cummings, Dana Pizarro and Walter Wujcik. Also in attendance were: Mark Miller (Director of Public Works), Chris Boylan (Interim Finance Dir.) Brian Miller (Pennoni), Patrick McKenna (Gawthrop), Michael Lynch (Township Supervisor) and Scott Towler (Plant Operator).

**COMMON ACRONYMS:**

*BFES – Big Fish Environmental Services*

*BOS – Board of Supervisors*

*CB – Conservancy Board*

*DEP – Department of Environmental Protection*

*EPA – Environmental protection Agency*

*HC – Historical Commission*

*I&I – Inflow & Infiltration*

*LCSTP – Lockwood Chase Sewer Treatment Plant*

*MA- Municipal Authority*

*NPDES – National Pollutant Discharge Elimination System*

*PC – Planning Commission*

*PM – Prevention Maintenance*

*PR – Park & Recreation Board*

*RCSTP – Ridley Creek Sewer Treatment Plant*

*SBR – Sequencing Batch Reactor*

*SSO – Sanitary System Overflow*

*WAS – Waste Activated Sludge*

**Call to Order & Pledge of Allegiance**

Phil called the meeting to order at 7:05 pm and led those present in the Pledge of Allegiance. There was a moment of silence to remember our medical and healthcare staffs, troops, veterans, first responders and new government officials. Phil asked if anyone would be recording the meeting. There was no response.

**Chairman's Report**

1. Phil reported that he did not attend the West Goshen meeting last week. However, the 10 year capital improvement plan will be sent to Phil and the East Goshen office. Their attorney Ross Unruh is retiring. West Goshen spoke to West Chester Borough about providing sewer treatment.

**Sewer Reports**

**1. Director of Public Works, Mark Miller's report for October 2020**

**Monthly Flows:** The average daily flow to West Goshen was 706,000 per day.

**Meters:** The meters were read on a daily basis. The portable meters were read every week. Allied Control is coming to fix portable meters.

**CC Collection:** The stations were visited on a daily basis. We had no problems for the month. The generators were all serviced for the winter; oil samples were taken and sent out for testing. We did receive a lateral complaint at 1335 Mark Drive. We televised the resident's lateral; however, we found no problems. We completed the paving in the Goshen Corporate Park. All the manhole castings were sealed. We were notified that Aqua would be replacing the water lines in Ash Bridge Farms so we started locating the 6" force main. We also checked

on the bedding around the pipe. We also televised the system and marked all of the sewer laterals.

R.C. Collection: The stations were visited on a daily basis. The generator was serviced.

R.C.Plant: Minor maintenance was performed.

Alarms: We responded to 16 alarms in October.

PA One Calls: We responded to over 80 PA One Calls for the month of October.

Rainfall: 7.61 inches for the month of October.

Lateral Caps: We replaced 10 lateral caps.

Ridley Creek and Hershey Mill generators are ok. Landscaping in Hershey Mill has started.

## **2. Pennoni Engineer's Report for October dated November 6, 2020**

### **Invoices**

- Invoices with summaries are provided under separate cover.

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

- Generator Replacement – We responded to questions from the contractor about connecting the centrifuge and additional circuits to the new generator.
- SBR #3 Assessment – We submitted the conditions assessment report on October 16, 2020.
- Caustic Soda Conversion – No activity. We will initiate design work upon confirmation of the grant approval from PA DCED.

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

- The 2-year maintenance bond period ends March 21, 2021.

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

- We reviewed the weekly meter data from the new portable meter locations in the Ridley Creek collection system.

### **Ridley Creek Collection System Permanent Meters**

- No activity since our last report. We will perform construction phase assistance for the Hibberd Lane permanent meter and manhole if needed.

### **New Connections**

- No activity since our last report.

### **Act 537 Planning**

- As discussed at the May MA meeting, the need for an Act 537 Plan Update will be revisited in early 2021.

### **Westtown Way Pump Station**

- No activity since our last report.



1  
2  
3  
4 **3. Big Fish Environmental Services –**

5 Scott's report showed that the Ridley Creek sewage treatment plant outfall 001 achieved compliance  
6 with the permit discharge limitations for the month of September 2020. The plant has been in  
7 compliance for 12 consecutive months as of October 31, 2020. Discharge to the Applebrook  
8 irrigation lagoon remained online. Chemical usage utilized for pH and total alkalinity remained  
9 consistent with previous months. No significant mechanical or operational issues were observed  
10 during operation of sludge dewatering equipment or SBR treatment process. There were no odor  
11 complaints during the month. SBR#1 will be offline during the winter. Ammonia is 7 now.  
12 Ammonia goes up to 7 in the winter. They are replacing disc filters and media as needed. Scott spoke  
13 about water management during heavy rains. The PA DEP inspector will be at the plant tomorrow.  
14 Scott explained what the inspection covers. He does not anticipate any problems.  
15

16  
17 **Approval of Minutes**

18 Jack moved to approve the October 12, 2020 minutes as amended. Walter seconded the motion. The  
19 motion passed unanimously.  
20

21 **Approval of Invoices**

22 Walter moved to approve payment of the 9 invoices totaling \$21,151.23 as listed on the agenda.  
23 Jack seconded the motion. There was no discussion. The motion passed unanimously.  
24

25 **Liaison Reports**

- 26 1. **Board of Supervisors** – Mike Lynch commented that they are advertising for public comment on  
27 the 2021 budget. He pointed out equity funding is being used to make the budget balance. Overall,  
28 the Township is in good shape. They are looking for a new Financial Director. Working with a  
29 professional to get interviews for the position.  
30 2. **Conservancy Board** – Walter mentioned that the Clymers Woods maintenance will be done in  
31 December. Jason Lang made contact with a scout group to assist with this.  
32

33 **Financial Reports**

34 Jon Altshul provided the following written report:  
35 In October, the Municipal Authority recorded \$23,213 in revenues (from transfers) and \$22,828 in  
36 expenses for a positive variance of \$385. As of October 31, the fund balance was \$5,766.  
37 Jon mentioned that this was his 103<sup>rd</sup> and final financial report for the Municipal Authority. Chris  
38 reviewed the report.  
39 Phil mentioned that Mark Miller and Rick Smith will try to meet with West Goshen. They should  
40 have information about a credit next month.  
41

42 **Goals**

43 Goals for 2020 were reviewed. The goals for 2021 will be discussed at the December meeting.  
44

45 **Old Business**

1 None

2

3

4

5 **New Business**

6 1. 2021 Proposed MA Budget – The proposed budget was reviewed. Mark explained the projects.  
7 Jack made the following motion: Mr. Chairman I move that we approve the 2021 Municipal  
8 Authority Proposed Budget as proposed. Dana seconded the motion. The motion passed  
9 unanimously.

10 2. Upper Chichester – Mark explained that Upper Chichester has made a request for the old  
11 generator. Jack moved to sell the old generator for \$1.00 to Upper Chichester. Walter seconded the  
12 motion. The motion passed unanimously.

13

14 **Any Other Matter**

15 1. Lot in Hunt Country – Mark explained that a new house is planned. The plan shows possible  
16 building in the right-of-way. Patrick commented that the property owner is prohibited from  
17 construction in the easement. Mark commented that the builder knows he can't build in the  
18 easement. Mark wants them to understand that the Township is not responsible for any damage, if  
19 the Township has to work in the easement. Patrick advised the use of the full easement agreement.  
20 Kevin moved to have the Municipal Authority enforce the easement agreement and plan for Lot 59  
21 without alterations. Walter seconded the motion. The motion passed unanimously. Mark will  
22 prepare a letter to the property owner and provide a copy to the MA members before he sends it.

23 2. Officer Rotation – Jack gave the rotation for officers for 2021:

- 24 Chairman – Dana Pizarro
- 25 Co-Chairman – Jack Yahraes
- 26 Secretary – Walter Wujcik
- 27 Treasurer – Kevin Cummings
- 28 Secretary/Treasurer – Phil Mayer

29

30 **Adjournment**

31 There being no further business Kevin moved to adjourn the meeting. Jack seconded the motion.  
32 The motion passed unanimously. The meeting was adjourned at 8:15 pm.  
33 The next regular meeting will be held on Monday, December 14, 2020 at 7:00 pm.

34

35 Respectfully submitted,

36

37

38 Ruth Kiefer, Recording Secretary



# INVOICE

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

Rick Smith  
East Goshen Municipal Authority  
1580 Paoli Pike  
West Chester, PA 19380-6199

Invoice No : 1049289  
Invoice Date : 11/25/2020  
Project : EGMAU20001  
Project Name : 2020 General  
Services

---

**For Services Rendered Through 11/15/2020**

Prepared November Engineer's Report; reviewed updated Capital Improvement Plan project budgets; reviewed November RCSTP operator's report and evaluated high influent nitrogen levels with comparison to past years' levels; and prepared for and attended November MA meeting.

Billing Limits	Current	Prior	To-Date
Total Billings	765.25	24,479.50	25,244.75
Limit			28,000.00
Remaining			2,755.25

**Labor**

	Hours	Rate	Amount
Authority Engineer	2.25	132.00	297.00
Senior Professional	2.00	125.00	250.00
Associate Professional	2.25	97.00	218.25
Totals	6.50		765.25
<b>Total Labor</b>			<b>765.25</b>

**Total this Invoice \$765.25**

*Dec 10, 2020  
OK  
MAM*

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

---

East Goshen Municipal Authority  
EGMAU20001 Invoice Summary  
Invoice Date 11/25/2020

**Project:** EGMAU20001  
**Pennoni Job No.:** 2020 General Services  
**Invoice No:** 1049289  
**Invoice Period:** 10/19/2020 to 11/15/2020  
**Initial Authorization:** \$ 28,000.00 **Date:** 11/25/2020  
**Contract Amount:** \$ 28,000.00  
**Previously Invoiced:** \$ 24,479.50  
**Current Invoice:** \$ 765.25  
**Invoiced to Date (\$):** \$ 25,244.75  
**Invoiced to Date (%):** 90%  
**Remaining Budget (\$):** \$ 2,755.25  
**Remaining Budget (%):** 10%

**Budget by Phase:**

**Phase Name:** 2020 General Services  
**Phase Budget:** \$ 28,000.00  
**Previously Invoiced:** \$ 24,479.50  
**Current Invoice:** \$ 765.25  
**Invoiced to Date (\$):** \$ 25,244.75  
**Invoiced to Date (%):** 90%  
**Remaining Budget (\$):** \$ 2,755.25  
**Remaining Budget (%):** 10%

**Comments:** Prepared November Engineer's Report; reviewed updated Capital Improvement Plan project budgets; reviewed November RCSTP operator's report and evaluated high influent nitrogen levels with comparison to past years' levels; and prepared for and attended November MA meeting.





# INVOICE

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

Rick Smith  
East Goshen Municipal Authority  
1580 Paoli Pike  
West Chester, PA 19380-6199

Invoice No : 1049290  
Invoice Date : 11/25/2020  
Project : EGMAU20002  
Project Name : 2020 I&I Support and Reports

---

**For Services Rendered Through 11/15/2020**

Analyzed weekly portable meter data from the 3rd week of metering (October 13-19) and submitted findings to Mark Miller.

Billing Limits	Current	Prior	To-Date
Total Billings	392.00	7,106.50	7,498.50
Limit			11,000.00
Remaining			3,501.50

**Labor**

	Hours	Rate	Amount
Authority Engineer	1.50	132.00	198.00
Associate Professional	2.00	97.00	194.00
Totals	3.50		392.00
<b>Total Labor</b>			<b>392.00</b>

**Total this Invoice** \$392.00

*Dec 10, 2020*  
*MB*  
*MB*

East Goshen Municipal Authority  
EGMAU20002 Invoice Summary  
Invoice Date 11/25/2020

**Project:** EGMAU20002  
**Pennoni Job No.:** 2020 General Services  
**Invoice No:** 1049290  
**Invoice Period:** 10/19/2020 to 11/15/2020  
**Initial Authorization:** \$ 11,000.00 **Date:** 11/25/2020  
**Contract Amount:** \$ 11,000.00  
**Previously Invoiced:** \$ 7,106.50  
**Current Invoice:** \$ 392.00  
**Invoiced to Date (\$):** \$ 7,498.50  
**Invoiced to Date (%):** 68%  
**Remaining Budget (\$):** \$ 3,501.50  
**Remaining Budget (%):** 32%

**Budget by Phase:**

**Phase Name:** 2020 General Services  
**Phase Budget:** \$ 11,000.00  
**Previously Invoiced:** \$ 7,106.50  
**Current Invoice:** \$ 392.00  
**Invoiced to Date (\$):** \$ 7,498.50  
**Invoiced to Date (%):** 68%  
**Remaining Budget (\$):** \$ 3,501.50  
**Remaining Budget (%):** 32%

**Comments:** Analyzed weekly portable meter data from the 3rd week of metering (October 13-19) and submitted findings to Mark Miller.



1020 Andrew Drive  
West Chester PA 19380  
610-436-9922

# Service Invoice

Invoice#: 201050  
Date: 10/31/2020

**Billed To:** East Goshen Township  
1580 Paoli Pike  
West Chester PA 19380

**Project:** 32053

**Scheduled:** 10/06/2020  
**Time:**

**Employee:**

**Order#:**

Description	UM	Quantity	Price	Ext Price
INSTALL GENERATOR 10-6-20 DEMOED OLD GENERATOR; COMPLETED PULLING AND LANDING WIRES; POWERED UP AND TESTED.				
ELECTRICIANS - 2 MEN 8 HRS EACH	HR	16.00	86.50	1,384.00
ELECTRICIAN	HR	11.00	86.50	951.50
SERVICE TRUCK	LS	1.00	30.00	30.00

*Ridley Creek*

**Notes:**

APPROVED BY: *[Signature]*  
DATE PAID: \_\_\_\_\_  
CHECK #: \_\_\_\_\_  
CHARGED TO: 074291503

**PAID**

Terms are Net 30 days.  
Balances over 30 days are subject to a finance charge of 2% per month.  
Thank you for your prompt payment!

Non-Taxable Amount:	2,365.50
Taxable Amount:	0.00
Sales Tax:	0.00
<b>Amount Due</b>	<b>2,365.50</b>



**colonial**  
electric supply company, inc.  
Since 1972...Powered By Excellence!  
201 W. Church Road  
King of Prussia, PA 19406  
610-312-8100  
www.colonialelectric.com



**colonial**  
major projects  
colonialelectric.com/cmp

**colonial**  
**teltek**  
colonialeteltek.com



**Bright Light** **Annapolis Lighting**  
brightlightdesigncenter.com annapolislighting.com

6354 MA

Original Invoice  
**INVOICE**

INVOICE NUMBER	INVOICE DATE
13673740	10/12/20
PLEASE REMIT PAYMENT TO	
Colonial Electric Supply Company, Inc. PO BOX 414564 Boston MA 02241-4564	

Billing Questions?  
Call: THOMAS KARACKAI  
484-679-2295

**BILLING ADDRESS**

8080 1 MB 0.439 E0083X I0164 D6715957741 S2 P7757467 0001:0001



EAST GOSHEN TOWNSHIP  
ATTN: ACCOUNTS PAYABLE  
1580 PAOLI PIKE  
WEST CHESTER PA 19380-6107

**SHIPPING ADDRESS**

EAST GOSHEN TOWNSHIP  
1580 PAOLI PIKE  
WEST CHESTER PA 19380-6107

**PAID**

CUSTOMER PO	ORDER DATE	ORDERED BY	SHIP DATE	SHIPPED VIA	FREIGHT TERM				
RIDLEY CREEK CENTRIF	10/09/20	JIM H	10/12/20		PAD				
COMMENTS	CO. UNIT / WH	ENTERED BY	ACCOUNT ID	ORIGINAL INVOICE	SALESPERSON				
	02 / DC	9795	E163	QT044316	0001				
LINE	SKU	CUSTOMER SKU	DESCRIPTION	ORD QTY	SHIP QTY	BO QTY	UNIT PRICE	UM	EXTENDED AMT
10	EMT4		EMT4 4" EMT COND	10	10	0	906.63	C	90.66
			\$						
20	ELEMT400		ELEMT4 4" EMT COND ELB	1	1	0	4315.64	C	43.16
			\$						
30	75133823290		TPZ650S 4" STL S/S EMT CPLG	2	2	0	653.96	C	13.08
40	75133823090		TPZ640S 4" STL S/S EMT CONN	2	2	0	920.64	C	18.41
50	78174700330		BPT330 4" PLASTIC BUSHING \$	2	2	0	155.07	C	3.10
60	78181037040		BURKA36U2N 2STR 600 NEMA	1	1	0	9.23	E	9.23
70	THHN500BRNR		THHN500BRNR #500 BROWN REEL	15	15	0	8868.26	M	133.02
71		MESSAGE	1 X 15 ON COIL						
80	THHN500ORGR		THHN500ORGR #500 ORANGE REEL	15	15	0	8868.26	M	133.02
81		MESSAGE	1 X 15 ON COIL						
90	THHN500YELR		THHN500YELR #500 YELLOW REEL	15	15	0	8868.26	M	133.02
91		MESSAGE	1 X 15 ON COIL						
100	THHN500GRYR		THHN500GRYR #500 GRAY REEL	15	15	0	8868.26	M	133.02
101		MESSAGE	1 X 15 ON COIL						
110	THHN1GRN-CU		THHN1GRN-CUT THHN GREEN	15	15	0	1601.43	M	24.02
111		MESSAGE	1 X 15 ON COIL						
120	78181022529		BURBIBD600-3 INSUL MULTI-TAP	4	4	0	43.54	E	174.16
130		MESSAGE	ALL STOCK						
130	THHN500YELR		THHN500YELR #500 YELLOW REEL	1	1	0	0.00	M	0.00
131		MESSAGE	NO CHARGE-OVERAGE LINE 90						

APPROVED BY: [Signature]

DATE PAID: \_\_\_\_\_

CHECK #: \_\_\_\_\_

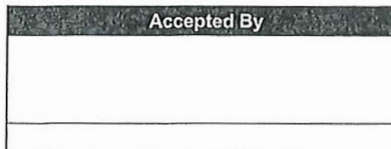
CHARGED TO: 074291503

Invoice Due By: 11/11/2020

voices not paid within 30 days from the billing date are subject to a late fee of 1.5% per month. Sales are subject to Colonial's standard terms and conditions of sale in effect as of the date of the placement of an order. Colonial objects to any proposed term that is inconsistent with its standard terms of sale. Colonial's current standard terms and conditions of sale can be found at <http://www.colonialelectric.com/termsofsale> or a copy can be obtained from Colonial's Customer Financial Services Dept. All terms and conditions are subject to change without notice. To ensure proper customer service, Colonial Electric records all bills for quality and training.

*New Generator*

SUBTOTAL	907.90
S&H CHGS	
0.00% TAX	0.00
<b>PAY THIS AMOUNT</b>	<b>907.90</b>



For a Complete List of Locations  
Please Visit  
[www.colonialelectric.com](http://www.colonialelectric.com)





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  
12/08/2020  
Client No: 6604-001M  
Invoice No. 235944

General Authority Services

Fees

		Hours	
11/06/2020	PMM		
	Review and analyze meeting materials in preparation for authority board meeting.	0.20	
11/09/2020	PMM		
	Attend Authority Board meeting on Zoom.	1.10	
11/10/2020	PMM		
	Emails (2) from/to M. Miller regarding letter to 632 Thorncroft regarding sewer easement restrictions.	0.40	
11/19/2020	PMM		
	Emails (2) from/to M. Miller and M. Gordon regarding letter for Thorncroft.	0.40	
11/24/2020	PMM		
	Emails (2) from/to M. Gordon regarding 632 Thorncroft; Messages to/from M. Gordon regarding same; Letter to TR Moser and Township regarding sanitary sewer.	0.70	
11/25/2020	PMM		
	Revise and finalize letter for 632 Thorncroft.	0.20	
	For Current Services Rendered	3.00	600.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Hourly Rate</u>	<u>Total</u>
Patrick M. McKenna	3.00	\$200.00	\$600.00

Previous Balance	\$1,578.11
Total Current Charges	600.00

*Dec 11, 2020*  
*oh*  
*U.S.M.*

East Goshen Municipal Authority

General Authority Services

Page: 2  
12/08/2020  
Client No: 6604-001M  
Invoice No. 235944

11/20/2020	Payment	-400.00
11/20/2020	Payment	<u>-1,178.11</u>
	Total Payments	-1,578.11
	Balance Due	<u>\$600.00</u>

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.

East Goshen Township General Ledger

MA

Report Date 12/02/20

Journal Entries  
GL Period 2012

PAGE 1

Per	Ref #	Acct #	Sub#	Description	Debit	Credit	Srcce	Date	Trx #	#	U
2012	REFUND			REFUND OF SALES TAX PAID ON TELEDYNE INV.S020419254							
2012		07100	1035	M&T MUNICIPAL AUTH. CKG.#9871697232	447.90	0.00	JE	12/02/20	76568	1	
		07429	1505	RCSTP CAPITAL	0.00	447.90	JE	12/02/20	76568	2	

Source	Debits	Credits
JE	447.90	447.90

Legend:  
GL Period 2012  
Updated N  
Entered by O

MGRP02 run by BARBARA 1 : 29 PM

# Memo

---

To: Municipal Authority  
From: Chris Boylan  
Re: MA November Financial Report  
Date: December 3, 2020

---

In November, the Municipal Authority recorded \$17,764 in revenues (from transfers) and \$17,571 in expenses, for a positive variance of \$193. As of November 30, the fund balance was \$5,959.

A complete list of 2020 YTD MA revenues and expenses is attached.

I will “see” you all at the meeting on Monday, December 14, 2020 at 7PM.



EAST GOSHEN TOWNSHIP  
Other Funds  
November 2020  
Municipal Authority

Account Title	Acct #	Annual Budget	Y-T-D Budget	Y-T-D Actual	Y-T-D Variance	M-T-D Budget	M-T-D Actual	M-T-D Variance
<b>REVENUE</b>								
INTEREST EARNINGS	07341 1000			(179.04)	(179.04)		(34.25)	(34.25)
CAPITAL RESERVE-INTEREST	07341 1010							
INTEREST EARNED - CONSTRUCTION	07341 1020							
DCED GRANT	07354 0400			3,231.00	3,231.00			
C.C. TAPPING FEES	07364 1100							
R.C.TAPPING FEES	07364 1110			7,148.00	7,148.00			
M.C. LOAN PAYMENTS	07364 1120							
CONNECTION FEES - SEWER	07364 1130			1,275.52	1,275.52			
MISCELLANEOUS REVENUE	07380 1000	565	518	564.48	46.48	47		(47.08)
TRANSFER FROM GENERAL ACCT	07392 0100							
TRANSFER FROM SEWER OPERATING	07392 0500	319,435	292,816	47,723.61	(245,092.39)	26,620	6,207.61	(20,411.97)
TRANSFER FROM SEWER CAP RESV	07392 0501	277,000	253,917	293,728.49	39,811.49	23,083	11,590.40	(11,492.93)
TRANSFER-ANNUAL CAP.RESERVE	07392 0510							
GRANT REVENUE	07392 0800							
LOAN PROCEEDS - SEWER PROJECT	07392 0804							
TRANSFER FROM SEWER CAP RESERVE	07392 0900							
<b>TOTAL REVENUE</b>		<b>597,000</b>	<b>547,251</b>	<b>353,492.06</b>	<b>(193,758.94)</b>	<b>49,750</b>	<b>17,763.76</b>	<b>(31,986.24)</b>
<b>EXPENSES</b>								
ADMINISTRATIVE WAGES	07424 1400	32,000	29,333	23,653.32	5,679.68	2,667		2,666.67
R.C. LOAN ISSUANCE COSTS	07424 1500							
MISCELLANEOUS EXPENSE	07424 3000			678.00	(678.00)		(100.00)	100.00
MUNIC.AUTH.-AUDITING	07424 3110			9,300.00	(9,300.00)			
ENGINEERING SERVICES	07424 3130	60,000	55,000	43,392.75	11,607.25	5,000	5,029.50	(29.50)
LEGAL SERVICES	07424 3140	8,000	7,333	5,676.16	1,656.84	667	1,578.11	(911.44)
W.G. C.C.STP-UPGRADE	07424 7400							
MANHOLE COVER REPLACEMENTS	07424 7405							
C.C. CAPITAL - METERS	07424 7410							
C.C. CAPITAL- COLLECTION	07424 7420							
C.C. CAPITAL- INTERCEPTOR	07424 7430							
CAPITAL PROJ.-ENGINEERING	07424 7431							
R.C. CAPITAL-STP	07424 7440							
R.C. CAPITAL - COLLECTION	07424 7450							
R.C.-CAP. PROJ.-ENGINEER	07424 7451							
CAP.REPLACEMENT R.C.	07424 7490			34,177.50	(34,177.50)			
CAPITAL REPLACEMENT ASHBRIDGE	07424 7491							
HERSHEY MILL STATION - ENGINEER	07426 1000			6,294.49	(6,294.49)			
HERSHEY MILL STATION - CONSTRUCTION	07426 2000							
TALLMADGE DRIVE	07426 3000							

EAST GOSHEN TOWNSHIP  
Other Funds  
November 2020  
Municipal Authority

Account Title	Acct #	Annual Budget	Y-T-D Budget	Y-T-D Actual	Y-T-D Variance	M-T-D Budget	M-T-D Actual	M-T-D Variance
RESERVOIR PUMP STATION - ENGINEER	07428 1000							
RESERVOIR PUMP STATION CONSTRUCTION	07428 2000							
RELINING	07429 1500							
BARKWAY PUMP STATION CAPITAL	07429 1501			2,810.99	(2,810.99)			
HERSHEYS MILL PUMP STATION CAPITAL	07429 1503	45,000	41,250	78,225.06	(36,975.06)	3,750	10,149.90	(6,399.90)
HUNT CO PUMP STATION CAPITAL	07429 1504	87,000	79,750		79,750.00	7,250		7,250.00
RCSTP CAPITAL	07429 1505	365,000	334,583	168,197.68	166,385.32	30,417	913.75	29,502.92
ASBESTOS CONCRETE ENGINEERING	07429 3130							
DIVERSION PROJ. - LEGAL	07429 3166							
WEST GOSHEN CAPITAL	07429 6100							
M.C.-DVRFA-DEBT SERVICE	07471 1000							
M.A.-R.C. DEBT SERVICE	07471 1010							
DVRFA PUMPING STATIONS - PRINCIPAL	07471 2000							
M.C.-DVRFA-INTEREST PAYM	07472 1000							
M.A.-R.C. INTEREST	07472 1010							
DVRFA PUMPING STATIONS - INTEREST	07472 2000							
TRANSFER TO GENERAL FUND	07492 0100							
TRANSFER TO SEW. OPERATING	07492 0500							
TRF TO SEWER CAPITAL RESERVE FUND	07492 0550							
TRANSFER TO AUTHORITY CAP FUND	07492 0990							
<b>TOTAL EXPENSES</b>		597,000	547,249	372,405.95	174,843.05	49,750	17,571.26	32,178.74
<b>NET RESULT FROM OPERATIONS</b>			2	(18,913.89)	(18,915.89)		192.50	192.50

**2020 Year to Date Municipal Authority Revenues and Expenses**

Account #	Description	Per	Debits	Credits	Date	Check#	Name	Description
07341-1000	BEGINNING BALANCE							
07341-1000	INTEREST EARNINGS	2001	15.00	-	1/2/2020	BANK FEES	REIMBURSE S/R FOR DEC.2019	BANK FEES
07341-1000	INTEREST EARNINGS	2001	-	0.65	1/31/2020	INTEREST	INTEREST EARNED JANUARY 2020	7100.1035
07341-1000	INTEREST EARNINGS	2002	15.00	-	2/4/2020	REIMB.FEES	REIMBURSE S/R FOR JANUARY 2020	ACH & POSITIVE PAY BANK FEES
07341-1000	INTEREST EARNINGS	2002	-	0.64	2/29/2020	INTEREST	INTEREST EARNED FEBRUARY 2020	7100.1035
07341-1000	INTEREST EARNINGS	2003	15.00	-	3/2/2020	BANK FEES	REIMBURSE S/R FOR FEB.2020	BANK FEES
07341-1000	INTEREST EARNINGS	2003	-	0.62	3/31/2020	INTEREST	INTEREST EARNED MARCH 2020	7100.1035
07341-1000	INTEREST EARNINGS	2004	15.00	-	4/6/2020	BANK FEES	REIMBURSE S/R FOR MARCH 2020	BANK FEES
07341-1000	INTEREST EARNINGS	2004	-	1.77	4/30/2020	INTEREST	INTEREST EARNED APRIL 2020	7100.1035
07341-1000	INTEREST EARNINGS	2005	15.00	-	5/4/2020	REIMBURSE	REIMBURSE S/R FOR APRIL 2020	POSITIVE PAY & ACH BANK FEES
07341-1000	INTEREST EARNINGS	2005	-	0.11	5/31/2020	INTEREST	INTEREST EARNED MAY 2020	7100.1035
07341-1000	INTEREST EARNINGS	2006	15.00	-	6/1/2020	BANK FEES	REIMBURSE S/R FOR MAY 2020	BANK FEES
07341-1000	INTEREST EARNINGS	2006	-	0.09	6/30/2020	INTEREST	INTEREST EARNED JUNE 2020	7100.1035
07341-1000	INTEREST EARNINGS	2007	15.00	-	7/2/2020	REIMBURSE	REIMBURSE S/R FOR JUNE 2020	BANK FEES
07341-1000	INTEREST EARNINGS	2007	-	0.13	7/31/2020	INTEREST	INTEREST EARNED JULY 2020	7100.1035
07341-1000	INTEREST EARNINGS	2008	15.00	-	8/6/2020	BANK FEES	REIMBURSE S/R FOR JULY 2020	BANK FEES
07341-1000	INTEREST EARNINGS	2008	-	0.41	9/2/2020	INTEREST	INTEREST EARNED AUGUST 2020	7100.1035
07341-1000	INTEREST EARNINGS	2009	15.00	-	9/2/2020	REIMBURSE	REIMBURSE S/R FOR AUG.2020	BANK FEES
07341-1000	INTEREST EARNINGS	2009	-	0.38	9/30/2020	INTEREST	INTEREST EARNED SEPT.2020	7100.1035
07341-1000	INTEREST EARNINGS	2010	15.00	-	10/5/2020	REIMBURSE	REIMBURSE S/R FOR SEPT.2020	BANK FEES
07341-1000	INTEREST EARNINGS	2010	-	0.41	10/31/2020	INTEREST	INTEREST EARNED OCTOBER 2020	07 FUND
07341-1000	INTEREST EARNINGS	2011	34.50	-	11/6/2020	REIMBURSE	REIMBURSE S/R FOR OCTOBER 2020	BANK FEES
07341-1000	INTEREST EARNINGS	2011	-	0.25	11/30/2020	INTEREST	INTEREST EARNED NOVEMBER 2020	7100.1035
07354-0400	BEGINNING BALANCE							
07354-0400	DCED GRANT	2002	-	3,231.00	2/1/2020	LAST 10%	DCED GRANT - MUFFIN MONSTER	DCED GRANT
07364-1110	BEGINNING BALANCE							
07364-1110	R.C.TAPPING FEES	2009	7,148.00	-	9/11/2020	TRX#75514	REVERSE TRX# 75514	
07364-1110	R.C.TAPPING FEES	2009	-	7,148.00	9/11/2020	75514 1	TAP IN FEE FOR 938 CORNWALLIS	R.C.TAPPING FEES
07364-1110	R.C.TAPPING FEES	2009	-	7,148.00	9/11/2020	75567 1	TAP IN FEE FOR 938 CORNWALLIS	R.C.TAPPING FEES
07364-1130	BEGINNING BALANCE							
07364-1130	CONNECTION FEES - SEWER	2002	-	423.00	2/3/2020	2670	STOFFLET, MICHAEL	
07364-1130	CONNECTION FEES - SEWER	2002	-	423.00	2/26/2020	659	JACOBS, ROBERT & CHERYL	
07364-1130	CONNECTION FEES - SEWER	2002	-	423.00	2/28/2020	869	GEORGE SMITH & CHRISTINA CONLE	
07364-1130	CONNECTION FEES - SEWER	2002	141.12	-	2/3/2020		PINE ROCK	ANNUAL PINE ROCK INSTALLMENT
07364-1130	CONNECTION FEES - SEWER	2002	141.12	-	2/26/2020		PINE ROCK	ANNUL PINE ROCK INSTALLMENT
07364-1130	CONNECTION FEES - SEWER	2002	141.12	-	2/28/2020		PINE ROCK	ANNUAL PINE ROCK INSTALLMENT
07364-1130	CONNECTION FEES - SEWER	2009	-	423.00	9/16/2020	30837183	PAPPANO, JOSEPH & PATRICIA	
07364-1130	CONNECTION FEES - SEWER	2009	141.12	-	9/16/2020		PINE ROCK	PINE ROCK INSTALLMENT
07364-1130	CONNECTION FEES - SEWER	2009	148.00	-	9/11/2020	TRX#75514	REVERSE TRX# 75514	
07364-1130	CONNECTION FEES - SEWER	2009	-	148.00	9/11/2020	75514 2	TAP IN FEE FOR 938 CORNWALLIS	CONNECTION FEES - SEWER
07364-1130	CONNECTION FEES - SEWER	2009	-	148.00	9/11/2020	75567 2	TAP IN FEE FOR 938 CORNWALLIS	CONNECTION FEES - SEWER
07380-1000	BEGINNING BALANCE							
07380-1000	MISCELLANEOUS REVENUE	2002	-	141.12	2/3/2020		PINE ROCK	ANNUAL PINE ROCK INSTALLMENT
07380-1000	MISCELLANEOUS REVENUE	2002	-	141.12	2/26/2020		PINE ROCK	ANNUL PINE ROCK INSTALLMENT
07380-1000	MISCELLANEOUS REVENUE	2002	-	141.12	2/28/2020		PINE ROCK	ANNUAL PINE ROCK INSTALLMENT
07380-1000	MISCELLANEOUS REVENUE	2009	-	141.12	9/16/2020		PINE ROCK	PINE ROCK INSTALLMENT
07392-0500	BEGINNING BALANCE							
07392-0500	TRANSFER FROM SEWER OPERATING	2002	-	1,451.30	2/12/2020		XFER	XFER FROM SEWER TO MA
07392-0500	TRANSFER FROM SEWER OPERATING	2002	1,451.30	-	2/12/2020		REVERSE	REVERSE XFER TO MA FROM SEWER
07392-0500	TRANSFER FROM SEWER OPERATING	2004	-	3,666.00	4/15/2020		XFER	XFER TO MUN.AUTH. FROM SEWER
07392-0500	TRANSFER FROM SEWER OPERATING	2005	-	1,986.50	5/12/2020		XFER	XFER \$ FROM 05 SEWER OPERATING
07392-0500	TRANSFER FROM SEWER OPERATING	2006	-	1,677.25	6/12/2020		XFER	XFER \$ FROM 05 TO MA FUND
07392-0500	TRANSFER FROM SEWER OPERATING	2006	-	5,000.00	6/29/2020		XFER	XFER \$ FROM SEWER TO MA
07392-0500	TRANSFER FROM SEWER OPERATING	2007	-	1,062.75	7/15/2020		XFER	XFER TO 07 FROM 05
07392-0500	TRANSFER FROM SEWER OPERATING	2008	-	9,112.75	8/11/2020		XFER	XFER \$ FROM SEWER TO MA - AUG.
07392-0500	TRANSFER FROM SEWER OPERATING	2009	-	11,941.50	9/15/2020		XFER	XFER \$ FROM SEWER TO MA
07392-0500	TRANSFER FROM SEWER OPERATING	2010	-	7,069.25	10/13/2020		XFER	XFER FROM SEWER TO MA - OCT.
07392-0500	TRANSFER FROM SEWER OPERATING	2011	-	6,207.61	11/13/2020		XFER	XFER \$ FROM 05 TO 07 MA TO

2020 Year to Date Municipal Authority Revenues and Expenses

07392-0501	BEGINNING BALANCE							
07392-0501	TRANSFER FROM SEWER CAP RESV	2002	-	4,391.80	2/11/2020 RECLASS	RECLASS TRXS 72036 & 72044		
07392-0501	TRANSFER FROM SEWER CAP RESV	2002	-	10,984.60	2/11/2020 RECLASS	RECLASS TRXS 72036 & 72044		
07392-0501	TRANSFER FROM SEWER CAP RESV	2002	-	16,832.16	2/12/2020 XFER	XFER \$ FROM SEWER CAPITAL TO	MA	
07392-0501	TRANSFER FROM SEWER CAP RESV	2003	-	18,342.17	3/12/2020 XFER	XFER \$ FROM SEWER CAPITAL TO	MUNICIPAL AUTH. 3/12/20	
07392-0501	TRANSFER FROM SEWER CAP RESV	2003	-	1,451.30	3/17/2020 XFER	XFER FROM SEWER OPERATING TO	MA FEB.2020	
07392-0501	TRANSFER FROM SEWER CAP RESV	2004	-	156,237.00	4/3/2020 XFER	XFER \$ FROM SEWER CAPITAL TO	MUNIC.AUTH.	
07392-0501	TRANSFER FROM SEWER CAP RESV	2004	-	1,422.50	4/15/2020 XFER	XFER TO MUN.AUTH. FROM SEWER	OPERATING AND SEWER CAPITAL	
07392-0501	TRANSFER FROM SEWER CAP RESV	2004	-	1,451.30	4/17/2020 XFER	XFER FROM 09 TO 07 2/12/20		
07392-0501	TRANSFER FROM SEWER CAP RESV	2004	1,451.30	-	4/20/2020 REVERSE	REVERSE TRX. 73370		
07392-0501	TRANSFER FROM SEWER CAP RESV	2004	1,451.30	-	4/20/2020 XFER	XFER TO 09 FROM 07- 3/13/20		
07392-0501	TRANSFER FROM SEWER CAP RESV	2004	-	15,000.00	4/27/2020 XFER	XFER \$ FROM SEWER CAPITAL TO	MA 4/27/20	
07392-0501	TRANSFER FROM SEWER CAP RESV	2005	-	1,069.25	5/12/2020 XFER	XFER FROM 09 SEWER CAPITAL	RESERVE TO MA 5/12/20	
07392-0501	TRANSFER FROM SEWER CAP RESV	2007	-	5,457.65	7/1/2020 REIMBURSE	REIMBURSE MA OPERATING FOR 09	EXPENSES	
07392-0501	TRANSFER FROM SEWER CAP RESV	2007	-	4,345.00	7/17/2020 XFER	XFER FR: SEWER CAP.RESERVE TO	MUNICIPAL AUTH.	
07392-0501	TRANSFER FROM SEWER CAP RESV	2008	-	9,861.00	8/11/2020 XFER	XFER FROM SEWER CAPITAL RESER.	TO MA AUGUST INVOICES	
07392-0501	TRANSFER FROM SEWER CAP RESV	2008	-	5,087.54	8/28/2020 XFER	XFER \$ FROM SEWER CAP.RESERVE	TO MA	
07392-0501	TRANSFER FROM SEWER CAP RESV	2009	-	9,074.10	9/15/2020 XFER	XFER FROM SEWER CAP.RESERVE TO	MA 9/15/20	
07392-0501	TRANSFER FROM SEWER CAP RESV	2009	-	7,875.02	9/28/2020 XFER	XFER \$ FROM 09 SEWER SINKING	TO 07	
07392-0501	TRANSFER FROM SEWER CAP RESV	2010	-	7,912.90	10/1/2020 XFER	XFER \$ FROM 09 TO 07		
07392-0501	TRANSFER FROM SEWER CAP RESV	2010	-	441.17	10/13/2020 XFER	XFER FROM SEWER CAPITAL TO MA	#NAME?	
07392-0501	TRANSFER FROM SEWER CAP RESV	2010	-	7,804.23	10/15/2020 XFER	XFER \$ FROM SEWER CAP.RESERVE	TO MA 10/15/20	
07392-0501	TRANSFER FROM SEWER CAP RESV	2011	-	6,876.50	11/6/2020 XFER	XFER \$ FROM 09 TO 07-MA		
07392-0501	TRANSFER FROM SEWER CAP RESV	2011	-	907.90	11/13/2020 XFER	XFER \$ FROM 09 TO 07 MA		
07392-0501	TRANSFER FROM SEWER CAP RESV	2011	-	1,441.00	11/13/2020 XFER	XFER \$ FROM 09 TO 07 MA		
07392-0501	TRANSFER FROM SEWER CAP RESV	2011	-	2,365.00	11/24/2020 XFER	XFER \$ TO 07 MA FROM 09 SEWER	CAP.RESERVE	
07392-0900	BEGINNING BALANCE							
07392-0900	TRANSFER FROM SEWER CAP RESERVE	2001	-	4,391.80	1/15/2020 XFER	XFER \$ FROM SEWER SINKING TO	MA RE: JANUARY EXPENSES	
07392-0900	TRANSFER FROM SEWER CAP RESERVE	2001	-	10,984.60	1/15/2020 XFER	XFER \$ FROM SEWER SINKING TO	MA RE: JAN.2020 ADD'L'EXP.	
07392-0900	TRANSFER FROM SEWER CAP RESERVE	2002	4,391.80	-	2/11/2020 RECLASS	RECLASS TRXS 72036 & 72044		
07392-0900	TRANSFER FROM SEWER CAP RESERVE	2002	10,984.60	-	2/11/2020 RECLASS	RECLASS TRXS 72036 & 72044		
07424-1400	BEGINNING BALANCE							
07424-1400	ADMINISTRATIVE WAGES	2003	7,884.44	-	3/30/2020	3198 EAST GOSHEN TOWNSHIP - GENERAL	QTR.1 2020 REIMBURSEMENT - MUN.AUTH	
07424-1400	ADMINISTRATIVE WAGES	2006	7,884.44	-	6/26/2020	3208 EAST GOSHEN TOWNSHIP - GENERAL	QTR.2 2020 REIMBURSEMENT - MUN.AUTH	
07424-1400	ADMINISTRATIVE WAGES	2009	7,884.44	-	9/25/2020	3226 EAST GOSHEN TOWNSHIP - GENERAL	QTR.3 2020 REIMBURSEMENT MUN.AUTH.	
07424-3000	BEGINNING BALANCE							
07424-3000	MISCELLANEOUS EXPENSE	2003	100.00	-	3/12/2020	3194 PMAA	PMAA SPRING WORKSHOP - W.WUJCIK	
07424-3000	MISCELLANEOUS EXPENSE	2003	638.00	-	3/19/2020	3196 DELAWARE RIVER BASIN COMMISSION	2020 ANNUAL FEE D-2000-030 CP	
07424-3000	MISCELLANEOUS EXPENSE	2008	40.00	-	8/6/2020 NSF FEE	REIMBURSE S/R FOR NSF FEE IN	MA FUND	
07424-3000	MISCELLANEOUS EXPENSE	2011	-	100.00	11/6/2020 REFUND	REFUND FOR CANCELLED WORKSHOP-	PMAA FOR WALTER WUJCIK	
07424-3110	BEGINNING BALANCE							
07424-3110	MUNIC.AUTH.-AUDITING	2003	9,300.00	-	3/26/2020	3197 MAILLIE FALCONIERO & CO.	EXAM.- FINANCIAL STATEMNTS 12/31 MUNICIPAL AUTHORITY	
07424-3130	BEGINNING BALANCE							
07424-3130	ENGINEERING SERVICES	2001	1,666.00	-	1/15/2020	3183 PENNONI ASSOCIATES INC.	SERVICES THRU 12/8/19 2019 GEN.SERV	
07424-3130	ENGINEERING SERVICES	2002	893.25	-	2/12/2020	3187 PENNONI ASSOCIATES INC.	SERVICE THRU 1/19/20 2020 GEN.SERV.	
07424-3130	ENGINEERING SERVICES	2003	2,508.00	-	3/11/2020	3193 PENNONI ASSOCIATES INC.	SERVICE THRU 2/16/20 2020 GEN.SERV.	
07424-3130	ENGINEERING SERVICES	2004	3,366.00	-	4/15/2020	3202 PENNONI ASSOCIATES INC.	SERVICES THRU 3/22/20 2020 I&i SUPP	
07424-3130	ENGINEERING SERVICES	2005	1,486.50	-	5/12/2020	3205 PENNONI ASSOCIATES INC.	SERVICE THRU 4/19/20 2020 GEN.SERV.	
07424-3130	ENGINEERING SERVICES	2006	717.25	-	6/11/2020	3207 PENNONI ASSOCIATES INC.	SERVICES THRU 5/17/20 2020 GEN.SERV	
07424-3130	ENGINEERING SERVICES	2007	742.75	-	7/15/2020	3213 PENNONI ASSOCIATES INC.	SERVICES THRU 6/21/20 2020 GEN.SERV	
07424-3130	ENGINEERING SERVICES	2008	9,112.75	-	8/11/2020	3216 PENNONI ASSOCIATES INC.	SERVICES THRU 7/19/20 2020 I&i REPT	
07424-3130	ENGINEERING SERVICES	2009	11,201.50	-	9/15/2020	3225 PENNONI ASSOCIATES INC.	SERVICE THRU 8/16/20 W.GOSHEN SEWER	
07424-3130	ENGINEERING SERVICES	2010	6,669.25	-	10/13/2020	3230 PENNONI ASSOCIATES INC.	SERV. THRU 9/20/20 W.GOSHEN SEWER	
07424-3130	ENGINEERING SERVICES	2011	5,029.50	-	11/13/2020	3236 PENNONI ASSOCIATES INC.	SERV. THRU 10/18/20 2020 I&i SUPPT.	
07424-3140	BEGINNING BALANCE							
07424-3140	LEGAL SERVICES	2001	558.05	-	1/16/2020	3185 GAWTHROP GREENWOOD & HALSTED	LEGAL SERVICE - 12/6-12/11/19	
07424-3140	LEGAL SERVICES	2003	720.00	-	3/11/2020	3191 GAWTHROP GREENWOOD & HALSTED	LEGAL SERVICE - 1/13/20 GEN.AUTH.	
07424-3140	LEGAL SERVICES	2004	300.00	-	4/15/2020	3201 GAWTHROP GREENWOOD & HALSTED	LEGAL SERVICE 3/6-3/9/20 GEN.AUTH.	
07424-3140	LEGAL SERVICES	2005	500.00	-	5/12/2020	3204 GAWTHROP GREENWOOD & HALSTED	LEGAL SERVICE 4/7-4/13/20 GEN.AUTH.	



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07424-3140	LEGAL SERVICES	2006	960.00	-	6/11/2020	3206 GAWTHROP GREENWOOD & HALSTED	LEGAL SERVICES 5/8-5/14/20 GEN.AUTH
07424-3140	LEGAL SERVICES	2007	320.00	-	7/15/2020	3212 GAWTHROP GREENWOOD & HALSTED	LEGAL SERVICE 6/5-6/8/20 GEN.AUTH.
07424-3140	LEGAL SERVICES	2009	740.00	-	9/15/2020	3223 GAWTHROP GREENWOOD & HALSTED	LEGAL SERVICE 7/8-7/13/20 GEN.AUTH.
07424-3140	LEGAL SERVICES	2011	1,578.11	-	11/13/2020	3235 GAWTHROP GREENWOOD & HALSTED	LEGAL SERVICE -SEPT.2020 GEN.AUTH.
07424-7490	BEGINNING BALANCE						
07424-7490	CAP.REPLACEMENT R.C.	2001	10,984.60	-	1/15/2020	3184 EVOQUA WATER TECHNOLOGIES LLC	DECANTER VALVES
07424-7490	CAP.REPLACEMENT R.C.	2002	15,280.00	-	2/12/2020	3188 TRI-STATE TECHNICAL SALES CORP.	ELECTRIC VALVES FOR SBR TANKS
07424-7490	CAP.REPLACEMENT R.C.	2010	7,912.90	-	10/2/2020 RECLASS	RECLASS TELEDYNE INST. INVOICE	ISSUED 10/1/20
07426-1000	BEGINNING BALANCE						
07426-1000	HERSHEY MILL STATION - ENGINEER	2001	3,805.05	-	1/15/2020	3183 PENNONI ASSOCIATES INC.	SERV. THRU 12/8/19 HMPS SURVEY & DESIGN FOR GENERATOR
07426-1000	HERSHEY MILL STATION - ENGINEER	2002	1,390.67	-	2/12/2020	3187 PENNONI ASSOCIATES INC.	SERVICE THRU 1/19/20 HMPS SURVEY & DESIGN FOR GENERATOR
07426-1000	HERSHEY MILL STATION - ENGINEER	2003	1,098.77	-	3/11/2020	3193 PENNONI ASSOCIATES INC.	SERV. THRU 2/16/20 HMPS SURVEY
07429-1501	BEGINNING BALANCE						
07429-1501	BARKWAY PUMP STATION CAPITAL	2002	91.57	-	2/12/2020	3186 CONTRACTOR'S CHOICE	SLINGS & STIHL HD LOCK-BLADE KNIFE
07429-1501	BARKWAY PUMP STATION CAPITAL	2002	69.92	-	2/12/2020	3189 YALE ELECTRIC SUPPLY CO	FENDER WASHER, PVC ADAPTER, SOLVENT & GRAY LIQUIDTITE
07429-1501	BARKWAY PUMP STATION CAPITAL	2003	2,649.50	-	3/11/2020	3192 LEC - LENNI ELECTRIC CORPORATION	MUFFIN MONSTER PIPED & WIRED -BKWAY
07429-1503	BEGINNING BALANCE						
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2004	37,409.00	-	4/3/2020	3199 PREMIUM POWER SERVICES LLC.	60K W GENERATOR HERSHEY MILL
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2007	1,850.00	-	7/2/2020	3210 O'ROURKE & SONS INC.	REBARS - HERSHEY MILL GENERATOR PAD
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2007	4,345.00	-	7/16/2020	3214 LEC - LENNI ELECTRIC CORPORATION	HERSHEY PS UPGRADE SERVICE
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2008	2,448.97	-	8/27/2020	3218 COLONIAL ELECTRIC SUPPLY	ELECTRICAL SUPPLIES-HM GENERATOR
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2008	2,271.96	-	8/27/2020	3220 YALE ELECTRIC SUPPLY CO	ELECTRICAL SUPPLIES- HM GENERATOR
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2009	12.81	-	9/15/2020	3221 COLONIAL ELECTRIC SUPPLY	PVC PIPING CAR1-1/2
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2009	4,285.00	-	9/15/2020	3224 P T EQUIPMENT LLC.	TEMP. GENERATOR RENTAL JULY & AUG.
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2009	7,875.02	-	9/28/2020	3227 LEC - LENNI ELECTRIC CORPORATION	HERSH.MILL GENERATOR INSTALL. JUNE-AUG 20
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2010	441.17	-	10/12/2020	3229 YALE ELECTRIC SUPPLY CO	ADAPTERS, CONNECTORS & PLUGS RCSTP GENERATOR
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2010	7,136.23	-	10/15/2020	3231 COLONIAL ELECTRIC SUPPLY	WIRING, LUBE & BOLTS-RCSTP GENERATOR
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2011	6,876.50	-	11/5/2020	3233 LEC - LENNI ELECTRIC CORPORATION	DISCONNECT GENERATOR, DEMO ATS & BATTERY CHARGER, INSTALL NEW WIRING
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2011	907.90	-	11/13/2020	3234 COLONIAL ELECTRIC SUPPLY	CONDUITS & COIL - RCSTP GENERATOR
07429-1503	HERSHEYS MILL PUMP STATION CAPITAL	2011	2,365.50	-	11/23/2020	3237 LEC - LENNI ELECTRIC CORPORATION	INSTALL GENERATOR RCSTP - 10/6/20
07429-1505	BEGINNING BALANCE						
07429-1505	RCSTP CAPITAL	2001	586.75	-	1/15/2020	3183 PENNONI ASSOCIATES INC.	SERV. THRU 12/8/19 RCSTP GENERATOR
07429-1505	RCSTP CAPITAL	2003	8,884.00	-	3/11/2020	3190 DECKMAN MOTOR & PUMP INC.	REBUILT SBR PUMP #2
07429-1505	RCSTP CAPITAL	2003	2,798.40	-	3/11/2020	3192 LEC - LENNI ELECTRIC CORPORATION	RIDLEY CREEK MCC BREAKER BUCKET
07429-1505	RCSTP CAPITAL	2003	2,911.50	-	3/11/2020	3193 PENNONI ASSOCIATES INC.	SERV. THRU 2/16/20 RCSTP GENERATOR
07429-1505	RCSTP CAPITAL	2003	1,160.48	-	3/19/2020	3195 ABLE EQUIPMENT RENTAL INC.	CRANE CARRY DECK RENTAL 3/9-3/10/20
07429-1505	RCSTP CAPITAL	2004	118,828.00	-	4/3/2020	3199 PREMIUM POWER SERVICES LLC.	450K W GENERATOR RCSTP
07429-1505	RCSTP CAPITAL	2004	1,422.50	-	4/15/2020	3202 PENNONI ASSOCIATES INC.	SERV. THRU 3/22/20 2020 RCSTP GENER REPLACEMENT
07429-1505	RCSTP CAPITAL	2004	14,688.00	-	4/24/2020	3203 DECKMAN MOTOR & PUMP INC.	REBUILT FLYGT PUMP - RCSTP
07429-1505	RCSTP CAPITAL	2005	1,069.25	-	5/12/2020	3205 PENNONI ASSOCIATES INC.	SERVICE THRU 4/19/20 RCSTP GENERATR
07429-1505	RCSTP CAPITAL	2007	3,451.50	-	7/2/2020	3209 MAIN LINE CONCRETE	CONCRETE - FOR RCSTP GENERATOR PAD
07429-1505	RCSTP CAPITAL	2007	156.65	-	7/2/2020	3211 PIPE XPRESS INC.	PIPING & CONDUITS - RCSTP GENERATOR PAD
07429-1505	RCSTP CAPITAL	2008	500.00	-	8/11/2020	3215 ABEL BROTHERS TOWING & AUTO	LIFT NEW GENERATOR ONTO RCSTP PAD
07429-1505	RCSTP CAPITAL	2008	5,016.00	-	8/11/2020	3217 TRI-STATE TECHNICAL SALES CORP.	VALVES, BRACKETS & ADAPTERS & FIELD SERVICE TO TROUBLESHOOT UNITS
07429-1505	RCSTP CAPITAL	2008	366.61	-	8/27/2020	3219 HOME DEPOT CREDIT SERVICES	BITS & ANCHORS - RCSTP GENERATOR
07429-1505	RCSTP CAPITAL	2009	4,776.29	-	9/15/2020	3222 DECKMAN MOTOR & PUMP INC.	REBUILT MYERS PUMP
07429-1505	RCSTP CAPITAL	2010	7,912.90	-	10/1/2020	3228 TELEDYNE INSTRUMENTS INC.	ULTRASONIC FLOW METER
07429-1505	RCSTP CAPITAL	2010	668.00	-	10/15/2020	3232 DECKMAN MOTOR & PUMP INC.	TEARDOWN/INSPECTION RE: NEW PUMP
07429-1505	RCSTP CAPITAL	2010	-	7,912.90	10/2/2020 RECLASS	RECLASS TELEDYNE INST. INVOICE	ISSUED 10/1/20
07429-1505	RCSTP CAPITAL	2011	1,441.00	-	11/13/2020	3236 PENNONI ASSOCIATES INC.	SERV. THRU 10/18/20 RCSTP GENERATOR
07429-1505	RCSTP CAPITAL	2011	-	527.25	11/24/2020 RECLASS	RECLASS CRED.MEMO FROM ABLE	RENTALS TO 07 FROM 01

## **Planned Ridley Creek Sewer Treatment Plant Upgrade**

The Ridley Creek Sewer Treatment Plant (RCSTP) is East Goshen's township sewer treatment plant. It was upgraded in 2008 to a maximum of 750,000 gallons/day, with a typical effluent of 200,000-300,000 gallons/day. With a full-time staff and oversight by the EG Public Works Department and the EG Municipal Authority (EGMA), it is important to maintain safe and efficient plant operations. This is a highly regulated environment and industry, and all of the components of the plant are continually monitored to maintain its effectiveness in meeting discharge limits set by the Pennsylvania Department of Environmental Protection and the United States Environmental Protection Agency.

As part of the normal operations of the RCSTP, caustic soda (strongly basic sodium hydroxide) is added to the sequencing batch reactors (SBRs) as part of the wastewater treatment. These SBRs are a major part of the process to remove ammonia and phosphorus, adjust pH, biologically aerate the wastewater, and eventually discharge the final effluent. Currently, large bags of caustic soda are manually carried up many steps and transferred into the top of the large SBRs, into the liquid suspension. This step is lacking in some safety considerations and also does not allow a closer titration of the caustic soda needed at any time. Therefore, the EGMA is replacing the current caustic soda operation with a safer, more efficient caustic soda storage and feed configuration.

The new storage and chemical feed configuration will include a double-walled storage tank of 3000 gallons and four chemical feed pumps to convey the caustic soda solution (25% sodium hydroxide) directly into the separate SBRs at the plant. Providing the solution of caustic soda in a hands off manner will be a safer alternative to the current process and also brings a cost savings to this component of plant operations. Construction of the storage tank, pumps and piping is not a simple matter and requires site location, structural, mechanical and electrical considerations. The EG Public Works Department will perform the construction with the EGMA Engineer, Pennoni Associates, assisting with the design and permitting of the project.

The total costs for the project are estimated at \$190,000. However, the EGMA has obtained a large \$152,980 grant from the Pennsylvania Department of Community and Economic Development to offset much of these costs. In summary, the EGMA will be able to upgrade the RCSTP plant in a more safe and efficient manner, and at a 80% discount with grant award. This new construction will commence in the spring of 2021.

Phil Mayer  
November 2020

December 11, 2020

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

**RE: Fee Schedule for Year 2021 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 2021. We respectfully request reappointment as Authority Engineer for 2021.

Our rates for 2021 are listed below, reflecting an average increase of 2.5%. The same rates will be utilized for our Township Engineer services.

Authority/Township Engineer.....	\$137/hr
Senior Professional .....	\$129/hr
Project Professional .....	\$114/hr
Staff Professional .....	\$106/hr
Associate Professional .....	\$100/hr
Senior Engineering Technician.....	\$99/hr
Graduate Professional .....	\$91/hr
Engineering Technician .....	\$85/hr
Survey Crew (2-Person) .....	\$198/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 continue to provide the following professional services:

- Participation in monthly meetings of the Authority Board
- Preparation of semi-annual sewer system status reports
- Support in I&I reduction with periodic sewer meter data analysis upon request
- Preparation of the annual Chapter 94 Municipal Wasteload Management Reports
- Visual structural inspections of the RCSTP SBR tanks and coatings as tanks are taken offline for service
- Consultation on issues on behalf of the Authority

The estimated total fee for these typical annual services is \$49,000 (same as estimated for 2020), to be billed on an hourly basis at the above rates, and allocated as follows:

• General Consultation and monthly meetings .....	\$30,000
• I&I support and semi-annual reports.....	\$11,000
• Chapter 94 reports.....	\$8,000

The estimated fees are based upon the actual level of effort for each activity over the past few years with a similar level of effort projected for 2021. 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, such as the following projects that are planned for 2021 in the 5-Year Sewer System Capital Improvement Plan:

- Hunt Country Pump Station Metering, Muffin Monster, and Bypass System
- Asbestos Cement Sewer and Brick Manhole Lining

Engineering for the RCSTP Caustic Soda Treatment Conversion project was previously authorized and will also occur in 2021.

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

Sincerely,

**PENNONI ASSOCIATES INC.**



Michael J. Ellis, PE  
Authority Engineer





November 12, 2020

**NOTICE OF VIOLATION**

Mr. Louis F. Smith  
Township Manager  
1580 Paoli Pike  
West Chester, PA 19380

Re: Clean Water/Operations/Sewage  
NPDES Permit No. PA0050504  
Ridley Creek STP  
East Goshen Township  
Chester County

Dear Mr. Smith:

On November 10, 2020, I conducted an inspection at the Ridley Creek STP. In addition to this inspection, I conducted an administrative review of your eDMR data and supplemental reports. The administrative review indicated that many supplemental reports, as required by your permit, were not submitted. Below is a summary of the missing reports.

**Daily Effluent Monitoring**

2017 – October  
2018 – January, February and October  
2019 – January, September through December  
2020 – May, July and August

**Influent and Process Control**

2017 – September and October  
2018 – January through March, July and October  
2019 – January, September through December  
2020 – April through September

**Sewage Sludge/Biosolids Production and Disposal**

This supplemental has not been submitted at all since the current permit went into effect on May 1, 2017.

Mr. Louis Smith

- 2 -

November 12, 2020

Please be advised that failure to comply with the terms and conditions of a DEP permit constitutes a violation of Sections 201 and 202 of the Clean Streams Law, the Act of June 22, 1937, P.L. 1987, as amended, 35 P.S. §§ 691.1 - 691.1001 (the Clean Streams Law). Such violations also constitute unlawful conduct under Section 611 of the Clean Streams Law, 35 P.S. § 691.611, and are subject to the enforcement provisions of Section 605 of the Clean Streams Law, 35 P.S. § 691.605 which includes the assessment of civil penalties.

We request that all missing supplemental reports be uploaded to the eDMR system within 60 days of the date of this letter.

This Notice of Violation is neither an order nor any other final action of DEP. It neither imposes nor waives any enforcement action available to DEP under any of its statutes. If DEP determines that an enforcement action is appropriate, you will be notified of the action.

If you have any questions, please contact me at 484-250-5139 or by email at wilcollins@pa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'William Collins', is written over a horizontal line.

William Collins  
Water Quality Specialist  
Clean Water

cc: Mr. James Roth



Gawthrop Greenwood, PC  
*Attorneys at Law*

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

November 20, 2020

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

**Re: 2021 Fees For Legal Services**

Dear Rick:

Attached is our engagement letter setting forth the terms of our engagement for 2021. Please be advised that for 2021, 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 2021 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 2021 will be similar to the amount of work we did in 2020.

Very truly yours,

Patrick M. McKenna



Gawthrop Greenwood, PC  
*Attorneys at Law*

**Patrick M. McKenna**  
610.696.8225  
610.696.7111 fax  
pmckenna@gawthrop.com

November 20, 2020

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

**RE: *Solicitorship – East Goshen Township Municipal Authority***

Dear Rick,

We are pleased to have been engaged to serve as legal counsel to the East Goshen Township Municipal Authority. Our representation is limited to the matter as described below. To the extent you wish to engage our firm to represent you regarding other matters, you will be required to sign a separate engagement agreement describing the scope of that representation prior to our initiation of services. It is our policy to confirm in writing the nature of the engagement and the terms of our legal representation. If you do not understand all of the terms or language in this engagement agreement, please contact Patrick M. McKenna, Esquire prior to signing this engagement agreement.

**Identification of Parties:** This Engagement Agreement is made between Gawthrop Greenwood, PC, hereinafter to as “Law Firm,” or “We” or “Our” or “Us” and East Goshen Township Municipal Authority hereinafter referred to as “You” or “Client(s).” Moreover, Law Firm represents only you and represents no other individual or entity in this matter. Furthermore, there are no intended third-party beneficiaries to the relationship between our law firm and you.

**Scope of Representation:** We have been engaged to represent East Goshen Township Municipal Authority as general counsel or Solicitor to handle all matters of representation, except as we may later agree should be handled separately or by outside legal counsel.

**Limited Scope of Representation:** The scope of our representation does not include advice or services regarding accounting, tax, personal financial matters or business management, and related non-legal matters and advice. If you wish for us to consult with other professionals retained by you regarding this matter, we will communicate with you in writing to confirm the scope of such consultations prior to initiating same.

**Legal Fees and Billing Statements:** We will submit a bill to you every thirty days. Expenses will be separately stated on the bill and our fees will be charged as indicated below. Our billing statements are due and payable upon presentation, and are overdue if not paid by the due date set forth on the statements.

You are responsible for payment of all legal fees, expenses, and disbursements, regardless of whether or not any money is recovered on your behalf through a settlement or judgment. Please see the "Expenses" provision and "Late Payment and Failure to Pay" provisions of this agreement for further information. To the extent we are successful in recovering a settlement or judgment on your behalf, all legal fees, costs and expenses not previously paid by you will be deducted from the gross amount recovered in the settlement or judgment. We will provide you with a summary statement listing these deductions at the time of any payment to you from a settlement or judgment.

On the basis of our time, charges are as follows:

\$200 per hour for the services of partners;

\$200 per hour for the services of associates; and

\$125 per hour for the services of paralegals.

From time to time, it is necessary to adjust our hourly rates to compensate for increased experience factors or for inflationary cost increases in our economy. We will, of course, notify you of such adjustments.

I will act as Solicitor and lead counsel for you and will be the principal point of contact. In addition, I will be supported by my partners, Stacey L. Fuller, Esquire and Anthony T. Verwey, Esquire, and my colleague Robert C. Jefferson, IV, who is an associate attorney with the Law Firm. Other individuals



may assist with the case from time to time or even assume the case as lead attorney. The use of junior lawyers, paralegals, and law clerks results in a direct savings to you, since they can more economically perform tasks which do not require the attention of a senior partner. If you have any questions or concerns regarding delegation of responsibilities and work between attorneys, please contact us to discuss these issues.

It is our policy to describe services performed in a detailed manner so that you may be able to understand fully the services and the charges. If there are any questions relating to the services or the charges, we will be pleased to discuss them with you at the earliest possible time after receipt of the billing statement, since the matters will be freshest in our memory at that time. Accordingly, you agree to notify us in writing or email within 30 days of receiving our billing statement if you dispute any entry for legal services or charges on any billing statement. In the absence of any written objections thereto within 30 days of your receipt of a billing statement, you will be deemed to have accepted and acknowledged the billing statement as correct through the period covered by the billing statement.

In addition, if as a result of our engagement, we are required to produce documents or appear as a witness in connection with any governmental or regulatory examination, audit, investigation or other proceeding or any litigation, arbitration, mediation, or dispute involving you or any related persons, you are responsible for costs and expenses reasonably incurred by us (including professional and staff time at then-scheduled hourly rates and reasonable attorneys' fees and costs incurred by us).

**Expenses:** In the course of rendering legal services to you, it may be necessary for us to incur expenses and administrative fees for items such as filing and recording fees, deposition transcripts, computerized legal research, notary service, overnight or special delivery service, postage, photocopying, facsimile transmissions, telephone calls, travel, lodging, meals, and overtime for Law Firm administrative and other staff services. The actual expenses and administrative fees incurred will vary depending on the services that we provide to you. Certain expenses and administrative fees may include an adjustment, above cost, to cover our expenses and administrative fees in providing the billed service. However, expenses paid entirely to third parties, such as travel and lodging expenses, will be billed to you as our out-of-pocket costs.

Expense items and administrative fees incurred on your behalf will be itemized separately and listed on our billing statements as “disbursements.” Third-party expenses may be forwarded directly to you for payment. As is customary, expense disbursements may not be current at the time of final billing. Remaining disbursements, if any, will be billed at a later date.

**Late Payment and Failure to Pay:** If you fail to pay our statements in full on or before the due date set forth on the statements, we reserve the right to assess you with a monthly service charge equal to 1% of all legal fees, expenses, administrative fees and disbursements that are past due. This monthly service charge will be billed to you at the end of each month in which a late payment occurs. In no event will the service charge be greater than that permitted by any applicable law.

In the event that we are required to file an action or proceeding to collect any late payment or assessed monthly service charge, you will be required to pay for all costs of collection, including without limitation all filing fees, third-party expenses and attorney fees incurred for our efforts in collecting such amounts. If we use our own attorneys or legal assistants to pursue such an action or proceeding, the legal and administrative fees charged shall be calculated on an hourly basis using the applicable hourly rates for the attorneys and legal assistants who perform such work.

**File Retention and Destruction:** At the conclusion of your matter, this matter will be closed, and we will retain a client file of your matter for a period of seven years. We may store some or all client file materials in a digital format. In the process of digitizing such documents, any original paper documents provided by you will be returned to you. Any copies of paper documents provided by you will not be returned to you unless you request such copies in writing. After any or all paper documents are digitized, we will destroy all paper documents in the client file, subject to the exceptions noted above. At the expiration of the seven-year period, we will destroy all client file materials unless you notify us in writing that you wish to take possession of them. This clause applies to any client file materials being held or stored by a third-party vendor. We reserve the right to charge administrative fees and costs associated with researching, retrieving, copying and delivering such files, as delineated in the Expenses section of the Engagement Agreement.

**Client Review of this Agreement:** You have a right to have this engagement agreement reviewed by another Law Firm prior to signing it. Likewise, you have the right to review this engagement agreement outside the presence of this Law Firm and away from the Law Firm's office prior to signing it. You understand that this Law Firm is not retained until the signed original engagement agreement is returned to the Law Firm, including the corresponding retainer.

If you have any questions or concerns about the terms of this engagement agreement, please contact us immediately. On behalf of the Law Firm, we appreciate the opportunity to represent you in this matter.

Very truly yours,



Patrick M. McKenna

By signing this agreement, I confirm that have I read this engagement agreement, understand its provisions, and agree to abide by it.

ACKNOWLEDGED AND AGREED TO:

\_\_\_\_\_  
Louis F. Smith, Jr.  
Township Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
[Client Signature]