

**EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY
MEETING MINUTES
November 13, 2023**

The East Goshen Township Municipal Authority held their regular meeting on Monday, November 13, 2023 at 7:00 pm. at the Township Building.

Members in attendance are indicated in **BOLD**:

Kevin Cummings, Chairman
Dana Pizarro, Vice Chairman
Jack Yahraes
Carmen Battavio
Walter Wujcik

Also in attendance were: **Mark Miller (Director of Public Works), Mike Ellis (Pennoni representative), Ellen Koopman (Attorney), Dave Ware (Finance Director), and Michael Lynch (Township Supervisor),** and Scott Towler (on phone)

COMMON ACRONYMS:

<i>ATS – Automatic Transfer Switch</i>	<i>MA- Municipal Authority</i>
<i>BFES – Big Fish Environmental Services</i>	<i>NPDES – National Pollutant Discharge Elimination System</i>
<i>BOS – Board of Supervisors</i>	<i>PC – Planning Commission</i>
<i>CB – Conservancy Board</i>	<i>PM – Prevention Maintenance</i>
<i>DEP – Department of Environmental Protection</i>	<i>PR – Park & Recreation Board</i>
<i>EPA – Environmental protection Agency</i>	<i>RCSTP – Ridley Creek Sewer Treatment Plant</i>
<i>HC – Historical Commission</i>	<i>SBR – Sequencing Batch Reactor</i>
<i>I&I – Inflow & Infiltration</i>	<i>SSO – Sanitary System Overflow</i>
<i>LCSTP – Lockwood Chase Sewer Treatment Plant</i>	<i>WAS – Waste Activated Sludge</i>
<i>PWD – Public Works Department</i>	

Call to Order & Pledge of Allegiance

Kevin called the meeting to order at 7:00 pm and led those present in the Pledge of Allegiance. He asked for a moment of silence for our First Responders and Military. He asked if anyone would be recording the meeting. There was no response.

Chairman’s Report

None

SEWER REPORTS

1. Director of Public Works, Mark Miller’s report for November 13, 2023

Monthly Flows – The average daily flow to West Goshen was 723,959 gallons per day.

Meters: The meters were read on a daily basis with no problems to report.

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

C.C. Interceptor: We inspected the lids and castings while we were clearing the right of way.

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

Ridley Creek Plant:

- Transducer went bad in the Ridley STP wet well. John Laidley came to replace it and check the floats. We're looking into a float back-up system.
- The UV system has been delivered.
- The wet well electronic cabinet is rotted out. We have ordered a replacement cabinet and are scheduling the work.

Alarms: 7 (storm related)

PA 1 Calls: 182

Monthly Rainfall: 1.76"

Lateral Repairs or Caps: Two laterals at 301 Reservoir Rd were dug and capped off.

2. Pennoni Engineer's Report dated November 8, 2023

Ridley Creek Sewage Treatment Plant (RCSTP)

- Caustic Soda Conversion – During a site visit on October 4, it was noticed that the tank's outside insulation was cracked in some locations and loose/peeling off in others. We contacted the supplier, Pyrz, to alert them of this issue. Pyrz is scheduling to make the repairs, which we expect to happen in November. They indicated repairs will take about a half day of work to allow the spray insulation to set and coat it.

Once the insulation is repaired and the outdoor emergency shower is installed, the tank can be put into operation.

We previously prepared a draft O&M Manual information for the system that was submitted to the Township and operator for review. We will set up a meeting to review so that the Manual can be finalized.

- UV Disinfection System – The temporary channel was delivered to the Township on August 24. The UV modules were delivered to the Township on October 30, and the submersible bypass pumps were delivered on November 2. The bypass hoses are scheduled for delivery the week of November 13. Upon receipt of the hoses, construction can begin, starting with the general contractor setting up the temporary channel and flow bypass system.

An updated tentative construction schedule follows with completed work in italics:

- *Delivery of Permanent UV Equipment – October 30, 2023*
 - Delivery of Bypass Pumps and Hoses – Week of November 13-17, 2023
 - Initiate Temporary Bypass Work – Mid-November 2023
 - Complete Temporary Bypass Work and Initiate Use of Bypass System – December 20, 2023
 - Two Week Trial and Sampling of Temporary Bypass System – December 20, 2023-January 3, 2024
 - Township to Perform Concrete Channel Work – January 8-February 29, 2024
 - 2nd Notice to Proceed to Contractors: Permanent Work – March 1, 2024
 - Redirect Flow back to Permanent Channel (30 days of 2nd NTP) – April 1, 2024
 - Two Week Trial of New UV System in Permanent Channel –April 1-15, 2024
 - Install Second UV Module into Permanent Channel – April 16, 2024
 - Two Week Trial of Second New UV System in Permanent Channel – April 17-May 1, 2024
 - Construction Completed – Early May 2024
- Generator #2 Replacement – Premium Power Services released the Cummins’ 500 kW diesel generator for fabrication in early March 2023. The lead times on the generator and ATS are 43 weeks and 22 weeks respectively, so we expect delivery of the entire system around January 2024.

We are currently preparing electrical design and structural concrete pad plans for the new generator for use by the Township in construction.

- Operating Cost Analysis – We are continuing to coordinate with Scott Towler for the evaluation of industry WWTP operating costs in an effort to benchmark RCSTP costs against other similar WWTPs.

Sanitary Sewer Pipe Rehab

- Chester Creek Sewer Rehab – We are reviewing shop drawings and construction submittals from the contractor, Insituform. They will schedule the work upon approval of those submittals.
- Hershey’s Mill Estates – The contractor is scheduled to complete minor punchlist work – removing E&S controls, cleaning up construction debris, and opening/unsealing new residential cleanout lids – by November 10. We will perform a site visit to verify the remaining punchlist work has been completed.

The contractor submitted the 3rd (final) pay application, and we provided a payment recommendation. We also processed Change Order #2 to formally document changes to as-built quantities for unit price bid items.

- LSA Grant Application – We are assembling information and assisting Dave Ware with preparation of the grant application for pipe lining and rehabilitation of the Chester Creek Interceptor Phases 1 and 2 and the remainder of pipe lining in Supplee Valley. The application is due November 30.

New Connections

- Millstone Meadows (1010 Hershey Mill Road) – We received the 3rd submission of Subdivision and Land Development Plans. We are currently reviewing the plans, including the revised sanitary sewer extension design.
- 301 Reservoir Road (5-Lot Residential Subdivision) – We received a revised submission of Subdivision and Land Development Plans that is currently under review. We also discussed modifications to the proposed sewer extension alignment with Mark Miller.
- 1712 E. Boot Road – The low pressure sewer was constructed via directional drilling from the property and connected to the public sewer manhole. We performed an inspection of the completed work at the manhole connection, and it was found acceptable with the exception of debris/mud that needs to be cleaned from the manhole channel. The grinder pump has not yet been installed.

14 Reservoir Road – We reviewed a revised Subdivision and Land Development plan submission, which includes connection of one new lot to public sewer via grinder pump. We provided outstanding comments to the Township and Applicant.

3. Big Fish Environmental Services –

The Ridley Creek sewage treatment plant outfall 001 has met all effluent limitations regarding water quality for October 2023. All supplemental reports were submitted for the month of September 2023. Chemical usage utilized for total alkalinity remained consistent with previous months. Aluminum sulfate solution volumes decreased slightly to a daily average of 70.7 gpd from the previous average of 72.0 gallons per day. No significant mechanical or operational issues were observed during the sludge dewatering equipment or SBR treatment process. Sludge dewatering experienced no mechanical issues impacting production. There were no odor complaints during the month. Walter mentioned that on page 3 the daily maximum flow doesn't seem right. Mark will check with Scott.

Approval of Minutes

The minutes of the October 16, 2023 meeting were approved.

Approval of Invoices

1. Walter moved to approve payment of the following Pennoni invoices:
 - a. Invoice #1194870 \$ 27.75 (paid)
 - b. Invoice #1194871 \$ 209.25 (paid)
 - c. Invoice #1194872 \$ 928.25 (paid)
 - d. Invoice #1194874 \$ 8,612.50 (paid)

Carmen seconded the motion. The motion passed unanimously.

2. Jack moved to approve payment of the Philadelphia Bearing & Drive Solutions invoice #6522098 in the amount of \$17,834.75 (paid). Walter seconded the motion. The motion passed unanimously.
3. Carmen moved to approve payment of JWC Environmental Invoice #116551 in the amount of \$16,542.00 (paid). Dana seconded the motion. The motion passed unanimously.

4. Walter moved to approve payment of Gawthrop Greenwood Invoice #280886 in the amount of \$472.00. Jack seconded the motion. The motion passed unanimously.
5. Carmen moved to approve payment of E & W Equipment Co. Invoice #755 in the amount of \$80,991.00. Jack seconded the motion. The motion passed unanimously.

Liaison Reports

1. Conservancy Board – Walter reported that the CRC planted over 100 trees in Applebrook Park along the brook next to the Commerce building. There were 50 volunteers and all equipment was supplied.

2. Board of Supervisors – Mike Lynch reported that the two new Supervisors are Mr. Hicks and Ms. Emery. The proposed 2024 Budget will be available on the website for review tomorrow. PLTF has been working on the blue hydrogen hub from the Marcus Shale. It will involve a new pipeline.

Financial Reports

Dave Ware gave the following report:

Year to date October 2023, the Municipal Authority recorded \$613,704 in revenues (primarily from Sewer Operating transfers and Sewer Capital Reserve transfers and tapping fees) and \$609,817 in expenses (Engineering Services, Audit fees, Administrative Wages, Hershey's Mill Estates Sewer costs, Caustic Soda project costs, capital costs at the Ridley Creek Sanitary Treatment Plant, capital improvements to the Westtown Way Pump station, auditor and legal fees). The net result of operations is \$3,887. As of October 31, 2023, the fund balance was (\$35,485). This negative balance is a function of balance versus cash reporting. There is \$44,544 in invoices being held so the actual cash balance is \$9,058.

Old Business

◦ Hershey's Mill Estates Sanitary Sewer Replacement:

1. Change Order #2 – The Change Order #2 reflects a net decrease in contract price of \$78,572.00. Carmen moved to approve Change Order #2 for Hershey's Mill Estates Sanitary Sewer Replacement Contract No. HME-2022 which reflects a net decrease in the contract price of \$78,572.00 as presented. Walter seconded the motion. The motion passed unanimously. Kevin signed the Change Order #2.
2. Payment Application #3 – The contractor Joao & Bradley Construction Co., Inc. has submitted the third and final invoice for work completed. Mike Ellis mentioned that they have observed the work-in-progress and recommend approval. Kevin moved to approve the Payment Application #3 in the amount of \$111,778.15 conditioned that payment not be made until the closeout documents are provided. Jack seconded the motion. The motion passed unanimously.

Goals

The Goals for 2024 will be discussed at the next meeting. A sewer rate increase was discussed.

New Business - None

Capacity Requests

1. 301 Reservoir Road – Mark reviewed this plan to subdivide for 3 new single family homes.

Any Other Matter – None

Correspondence- None

Public Comment - None

Adjournment

There being no further business Walter moved to adjourn the meeting. Jack seconded the motion.

The motion passed unanimously. The meeting was adjourned at 8:00 pm.

The next regular meeting will be held on Monday, December 11, 2023 at 7:00 pm.

Respectfully submitted,

Ruth Kiefer, Recording Secretary