

**EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY
MEETING MINUTES
December 11, 2023**

The East Goshen Township Municipal Authority held their regular meeting on Monday, December 11, 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), Stacey Fuller (Attorney), and Michael Lynch (Township Supervisor)

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

Kevin provided copies of an article about MS4 Stormwater Utility Fee. Stacey explained some of the costs that would be covered by this fee. Michael mentioned that the PA Supreme Court is looking at this to determine if it would be a fee or a tax. Dana spoke about the MS4 Pollution Reduction Plan that Pennoni wrote in 2017.

SEWER REPORTS

1. Director of Public Works, Mark Miller’s report for December 11, 2023

The Public Works Department has been extremely busy this past month working on the interceptor. We assisted the video contractor to gain access to various areas along Chester Creek and while doing the clearing, we located several issues that will need attention:

1. We found that the line that runs under the stream up to the Milltown stores has significant sag. The laterals from the stores have no cover and they are suspended in the area. The drainage ditch that they run through has been eroded away and will be repaired in the next few weeks.
2. We had to remove an 8" ductile iron abandoned force main from the old Milltown pump station which ran through the bottom of Manhole 8, and we had to raise seven manholes that had been covered over.

You may have heard that a sewage treatment plant and a water treatment plant were CYBER attacked by the Iranian government, which has affected our sewage flow meters. The township's new computer consultants are working with Allied Control to install firewalls. Below is the rest of my report.

Monthly Flows – The average daily flow to West Goshen was 721,972 gallons per day.

Meters: The meters were read on a daily basis. Since the meters were taken out of service, we will need to read the meters manually until the problem is corrected.

C.C. Collection:

- We were notified of two sewer lateral problems which resulted in the property owners having to hire a plumber to replace the broken traps and the cleanouts. The PWD televised the laterals and showed the homeowners.
- The pump stations were visited on a daily basis and wet wells were cleaned.
- We received a seal failure alarm at the Barkway Station on Thanksgiving Day. We disconnected the seal fail switch to get us through the holiday. This past week, we pulled all number 2 pumps from each station and sent them out to be serviced.

C.C. Interceptor:

- As I stated above, we have been busy taking care of several issues that were found by the contractor.
- The PWD located and raised 4 manholes in the Dutts Mill townhouse development.

R.C. Collection:

- The pumping stations were visited on a daily basis and wet wells cleaned.
- #2 pumps were pulled at the stations.
- We were called for a sewer blockage on Bowtree Dr. A trap needed to be replaced.

Ridley Creek Plant

- Routine maintenance at the plant
- Lenni has started to install conduit.
- Zimmerman is set up to start installing the temporary UV system on December 4th.
- We met with Mike Ellis onsite to discuss the pump location and decided to add an additional float for the temporary pumps.
- John Laidley was out to replace the floats in the wet well.
- The parts have arrived to rebuild the centrifuge and that work will be completed after the holidays.

- The new Muffin Monster arrived for the sludge room
- We are still waiting for the Moyne screw pump. We were told not to expect it until the end of February.

Alarms: 18 (power outages)

PA 1 Calls: 75

Monthly Rainfall: 4.00”

Lateral Repairs or Caps: 2 in Fairway, 3 in Bow tree, 1 in Mill Creek

Mark spoke about condos and apartments dumping into our system. We may have to install meters to measure what they are dumping. Mark will get the original files and give them to Patrick McKenna for review to see what the township can do about this.

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. The supplier, Pyrz, repaired the tank’s insulation in November.

Once 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** – All temporary and permanent equipment has been delivered. Lenni installed the control boxes for the temporary pumps and initiated installation of permanent conduit and wiring. Zimmerman, the general contractor, has not yet mobilized, but we tentatively anticipate that he will start working next week.

We attended a field meeting on November 27 at the plant with Lenni, Mark Miller, the plant operator, and John Laidley (controls) to review progress of the electrical work, proposed equipment layout, and temporary alarms and controls setups. We thereafter evaluated alternative locations for the new UV electrical/controls cabinet to improve ease of channel raising concrete work. We also analyzed and recommended pump float and high level alarm settings along with proposed controls logic for the high level floats to automatically shut off the filter feed pumps.

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, 2023*
- *Initiate Temporary Bypass Work – Mid-November 2023*
- Complete Temporary Bypass Work and Initiate Use of Bypass System – Week of January 2, 2024

- Two Week Trial and Sampling of Temporary Bypass System – January 8-22, 2024
 - Township to Perform Concrete Channel Work – January 23-February 23, 2024
 - 2nd Notice to Proceed to Contractors: Permanent Work – February 26, 2024
 - Redirect Flow back to Permanent Channel (30 days of 2nd NTP) – March 25, 2024
 - Two Week Trial of New UV System in Permanent Channel –March 25-April 8, 2024
 - Install Second UV Module into Permanent Channel – April 9, 2024
 - Two Week Trial of Second New UV System in Permanent Channel – April 10-24, 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 continuing to prepare 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** – The contractor, Insituform, has performed cleaning and televising of approximately 75% of the contracted sewers. We reviewed the videos, and there are only minor deficiencies. We are evaluating potential repairs for the deficiencies and will coordinate with the Township and contractor to determine if there is available budget since those repairs were not known at the time of award and were thereby not awarded.

We reviewed shop drawings and construction submittals for the pipe lining and repairs that were in the contract award. We anticipate construction of the repairs will commence upon completion of the cleaning and televising work.

Additionally, the Contractor submitted the first pay application, and we provided a payment recommendation.

- **Hershey’s Mill Estates** – The Contractor has completed all punchlist work. The only outstanding item is a damaged PECO meter manhole at the top of the tennis court access drive. We reviewed the Contractor’s Maintenance Bond, Statement of Surety, and Contractor’s Release and found all documents satisfactory.
- **LSA Grant Application** – We provided information to Dave Ware for 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. We understand the grant application was submitted on November 30.

New Connections

- Millstone Meadows (1010 Hershey Mill Road) – We reviewed the 3rd submission of the Subdivision and Land Development Plan, including the revised sanitary sewer extension design. A revised, 4th submission was made thereafter and is currently under review.
- 301 Reservoir Road (5-Lot Residential Subdivision) – We reviewed a revised submission of Subdivision and Land Development Plans, including the proposed sanitary sewer main extension along Reservoir

Road to the site.

- 1712 E. Boot Road – No activity by Pennoni since our last report. The service piping was previously installed, but we are not aware that the grinder pump has been installed.
- 14 Reservoir Road – No activity by Pennoni since our last report.

3. Big Fish Environmental Services –

The Ridley Creek sewage treatment plant outfall 001 is anticipated to meet all effluent limitations regarding water quality for November 2023. All supplemental reports were submitted for the month of October 2023. Chemical usage utilized for total alkalinity remained consistent with previous months. Aluminum sulfate solution volumes increased slightly to a daily average of 71.7 gpd from the previous standard of 70.7 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 some figures that may have been transposed. Mark will check on this.

Approval of Minutes

The minutes of the November 13, 2023 meeting were approved as amended.

Approval of Invoices

1. Dana moved to approve payment of the following Pennoni invoices:
 - a. Invoice #1199247 \$ 546.25
 - b. Invoice #1199248 \$ 575.50

Jack seconded the motion. The motion passed unanimously.

2. Dana moved to approve payment of the Premium Power Services invoice #30568 in the amount of \$17,500.00 (paid). Walter seconded the motion. The motion passed unanimously.
3. Walter moved to approve payment of the Gatti Morrison Invoice #525512 in the amount of \$1,359.00 (paid). Jack seconded the motion. The motion passed unanimously.
4. Jack moved to approve payment of the following Colonial Electric Supply invoices:
 - Invoice #15490278 \$1,808.78 (paid)
 - Invoice #15499508 \$ 890.77 (paid)

Walter seconded the motion. The motion passed unanimously.

5. Dana moved to approve payment of the Yale Electric Supply invoice #S124442513.001 in the amount of \$222.66 (paid). Walter seconded the motion. The motion passed unanimously.
6. Walter moved to approve payment of Gawthrop Greenwood Invoice #281972 in the amount of \$431.00. Dana seconded the motion. The motion passed unanimously.

Liaison Reports

1. Conservancy Board – Walter mentioned that at the meeting this Wednesday they will discuss education seminars they want to hold in the Spring.

2. Board of Supervisors – Mike Lynch reported that the 2024 Budget was approved. They are waiting to hear from Thornbury Twp. about police services. The Milltown Pocket Park had a ribbon

cutting for the new playground. Dana thanked Mike for his years of service to the township and the Municipal Authority.

Financial Reports

Dave Ware provided the following report:

Year to date November 2023, the Municipal Authority recorded \$708,804 in revenues (primarily from Sewer Operating transfers and Sewer Capital Reserve transfers and tapping fees) and \$704,590 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 \$4,214. As of November 30, 2023, the fund balance was (\$50,319). This negative balance is a function of balance versus cash reporting. There is \$59,705 in invoices being held so the actual cash balance is \$9,386.

2024 Budget – Kevin reviewed the proposed budget. Mike Lynch spoke about the proposed and projected numbers which are ok. The West Goshen numbers were discussed. Jack moved to approve the 2024 budget with more line item detail. Dana seconded the motion. The motion passed unanimously.

Goals – The goals were discussed with the following additions:

- West Goshen Municipal Authority meetings attendance
- Upgrade Hershey Mill pump station
- implement sewer rate increase
- examine further areas to sewer/sewer extensions

Old Business

Approval of Payment Application #1 – Chester Creek Interceptor Inspection & Repair - It was mentioned that \$53,325 has been notarized. Walter moved to approve payment of Application #1 for Chester Creek Interceptor Inspection & Repair. Jack seconded the motion. The motion passed unanimously.

New Business –

Mark Miller – Request to purchase a new lift station pump. Dana moved to approve the request to purchase a new lift station pump in the amount of \$33,647.00. Jack seconded the motion. The motion passed unanimously.

Pennoni -

- Proposal for Chester Creek Interceptor Inspection & Repair – Mike reviewed and discussed the breakdown of costs. Walter moved to approve the proposal for Chester Creek not to exceed \$12,000 without approval of the MA. Jack seconded the motion. The motion passed unanimously.

- Proposal for RCSTP Generator 2 Replacement - Jack moved to approve the RCSTP Generator 2 replacement not to exceed \$15,000 without approval of the MA. Dana seconded the motion. The motion passed unanimously.

- 2024 Reappointment – After review of the requested fee schedule for 2024, Dana moved to continue Pennoni's services as engineering firm for the MA not to exceed \$52,000 without MA approval. Also approve the average increase for staff services of 2.2% to the hourly rates shown in the proposal. Walter seconded the motion. The motion passed unanimously.

Scott Towler – 2024 Big Fish Reappointment letter. This was tabled for more clarification of the numbers.

Capacity Requests - None

Any Other Matter – Jack mentioned rotation of the officers for 2024 as follows:

Chairman – Dana

Co-chairman – Walter

Secretary – Carmen

Treasurer – Jack

Asst. Secretary/treasurer - Kevin

Walter and Dana will be on the Audit Committee.

Correspondence- None

Public Comment - None

Adjournment

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

The motion passed unanimously. The meeting was adjourned at 8:30 pm.

The next regular meeting will be held on Monday, January 8, 2024 at 7:00 pm.

Respectfully submitted,

Ruth Kiefer, Recording Secretary