

**EAST GOSHEN TOWNSHIP MUNICIPAL AUTHORITY
MEETING MINUTES
January 8, 2024**

The East Goshen Township Municipal Authority held their regular meeting on Monday, January 8, 2024 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), Dave Ware (Finance Director) and Ellen Koopman (Attorney).**

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/Other Members Report

Dave mentioned that the BOS did not reappoint all ABC members. Jack was not reappointed yet so he can’t vote at tonight’s meeting.

Appoint of Officers

The slate of officers was reviewed:

Chairman – Dana Pizarro
Vice Chairman – Walter Wujcik
Secretary – Carmen Battavio
Treasurer – Vacant
Asst Sec/Treas – Kevin Cummings

Walter made a motion to elect the slate of officers with Treasurer vacant until the BOS reappoints Jack. Dana seconded the motion. The motion passed unanimously. Kevin turned the meeting over to Dana.

SEWER REPORTS

1. Director of Public Works, Mark Miller's report for January 8, 2023

Monthly Flows – The average daily flow to West Goshen was 729,830 gallons per day.

Meters: The meters were read on a daily basis. The meters affected by the cyberattack have been repaired. It was slow going but Allied added a more advanced security program.

C.C. Collection:

- The pump stations were visited on a daily basis, wet wells were cleaned after being washed down, and the generators were checked over.
- We did some visual I&I inspections in the middle of the night to lay out where we will do camera work.
- We did 5 sewer lateral repairs on the system.
- We had a problem at the Ashbridge pump station when a metal spike became wedged in the muffin monster. We pulled the unit and were able to remove it. The muffin monster was reinstalled and placed back in service.

C.C. Interceptor:

- We pulled manholes along the system in the early morning hours to lay out where we will do further investigation.

R.C. Collection:

- The pumping stations were visited on a daily basis.
- Wet wells were cleaned on a routine basis.
- Oil levels were checked on the generators.
- Run times were reset.

Ridley Creek Plant

- We performed routine maintenance on a daily basis, and we have been putting in time checking on the contractors.
- On Friday at 4 am, we started to clean the trunk line five hundred feet from the screen room. The Vac truck was on site to remove the large quantity of grit. The Plant was put back into operation.
- The new Muffin Monster and Moynes screw pump arrived for the sludge room. We plan to install in February.

Alarms: 34 all weather related

PA 1 Calls: 87

- Aqua is replacing the water line on Cooper Circle and Reservoir Rd. This was difficult to mark out because we don't have lateral locations, so we televised the main and marked where the lateral ties into the main.

Monthly Rainfall: 10.32”

Lateral Repairs or Caps: 12

2. Pennoni Engineer’s Report dated January 5, 2024

Ridley Creek Sewage Treatment Plant (RCSTP)

- **Caustic Soda Conversion** – No activity by Pennoni since our last report. 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** – The temporary bypass system electrical, mechanical, and controls work has been constructed. A start-up test of the temporary bypass system was conducted on January 3 and was witnessed by a Glasco representative. The temporary bypass channel and the associated new UV module in it functioned properly. Larger diameter temporary hoses (6” instead of 3” used in the trial) are needed to be able to pump a peak wet weather flow from the filters to the temporary channel. We are coordinating with Public Works for the larger hoses. Once the larger hoses are installed, a second trial will be run. If that trial is successful, the temporary bypass system will be activated. Due to the forecast for significant wet weather between January 6-10, we are tentatively targeting early the week of January 15 for the second trial.

We also met with PADEP’s inspector at the RCSTP on January 4 to review the temporary bypass system with him prior to putting it online. He did not have any comments or concerns. 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 15, 2024*
 - Two Week Trial and Sampling of Temporary Bypass System – by January 31, 2024
 - Township to Perform Concrete Channel Work – February 1-29, 2024
 - 2nd Notice to Proceed to Contractors: Permanent Work – March 4, 2024
 - Redirect Flow back to Permanent Channel (±30 days of 2nd NTP) – April 8, 2024
 - Two Week Trial of New UV System in Permanent Channel – April 8-22, 2024
 - Install Second UV Module into Permanent Channel – April 23, 2024
 - Two Week Trial of Second New UV System in Permanent Channel – April 23-May 7, 2024
 - Construction Completed – Mid-May 2024
- **Generator #2 Replacement** – Premium Power Services released the Cummins’ 500 kW diesel generator for fabrication in early March 2023. As of December 13, the estimated ship date is now March 26, 2024. Premium Power Services will follow up with Cummins in February to confirm manufacturing is still on track for this shipping date.

We are continuing to prepare electrical design and structural concrete pad plans for the new generator for use by the Township in construction.

Sanitary Sewer Pipe Rehab

- **Chester Creek Sewer Rehab** – The contractor, Insituform, has performed cleaning and televising of all 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 are awaiting a schedule for the repair work from the Contractor, but we anticipate construction of the repairs will commence within the next two weeks.

Additionally, the Contractor submitted the second pay application. We are currently reviewing the pay application and will provide a payment recommendation.

- **Hershey's Mill Estates** – The Contractor previously completed all punchlist work with the exception of replacing a damaged PECO meter manhole lid at the top of the tennis court access drive.

New Connections

- Millstone Meadows (1010 Hershey Mill Road) – We reviewed the 4th submission of the Subdivision and Land Development Plan, including the revised sanitary sewer extension design. Only minor sewer comments remain.
- 301 Reservoir Road (5-Lot Residential Subdivision) – No activity by Pennoni since our last report.
- 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 December 2023. All supplemental reports were submitted for the month of November 2023. Chemical usage utilized for total alkalinity remained consistent with previous months. Aluminum sulfate solution volumes increased slightly to a daily average of 77.8 gpd from the previous standard of 71.7 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.

It was mentioned that there is a typo in the very last paragraph on his report – December 25, 267. Also, the Influent Waste Water was discussed.

Approval of Minutes

The minutes of the December 11, 2023 meeting were approved as amended.

Approval of Invoices

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

- a. Invoice #1203179 \$ 203.75 (paid)
- b. Invoice #1203180 \$ 2,263.50 (paid)
- c. Invoice #1203181 \$ 1,463.75 (paid)
- d. Invoice #1203182 \$ 1,394.50 (paid)
- e. Invoice #1203183 \$ 185.50 (paid)

Walter seconded the motion. The motion passed unanimously.

2. Kevin moved to approve payment of the following Rain for Rent invoices:

- a. Invoice #1957476 \$19,023.62 (paid)
- b. Invoice #1957478 \$ 3,698.32 (paid)
- c. Invoice #1957480 \$10,276.23 (paid)

Walter seconded the motion. The motion passed unanimously.

- 3. Walter moved to approve payment of the Foley Rents invoice #INV0219629 in the amount of \$5,571.00 (paid) Kevin seconded the motion. The motion passed unanimously.
- 4. Walter moved to approve payment of the PMAA invoice ID #212 in the amount of \$880.25 (paid). Kevin seconded the motion. The motion passed unanimously. This is for the 2024 dues. Mark mentioned that PMAA is coming out the end of January to provide courses for the Public Works staff.
- 5. Walter moved to approve payment of the Colliflower Invoice #02203416 in the amount of \$317.86 (paid). Kevin seconded the motion. The motion passed unanimously.
- 6. Kevin moved to approve payment of the Geiger Invoice #12306571 in the amount of \$12,809.50 (paid). Walter seconded the motion. The motion passed unanimously.
- 7. Walter moved to approve payment of the Hicks Hay Company Invoice #20475 in the amount of \$407.00 (paid). Kevin seconded the motion. The motion passed unanimously.
- 8. Walter moved to approve payment of Gawthrop Greenwood Invoice #283287 in the amount of \$964.00. Kevin seconded the motion. The motion passed unanimously.

Liaison Reports

1. Conservancy Board – Walter mentioned that they have selected April 20, 2024 for Keep East Goshen Beautiful Day. At their meeting this week they will review plantings for 2024.

Financial Reports

Dave Ware gave the following report:

Year to date December 2023, the Municipal Authority recorded \$796,371 in revenues (primarily from Sewer Operating transfers and Sewer Capital Reserve transfers and tapping fees) and \$793,549 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 \$2,822. As of December 31, 2023, the fund balance was \$7,993.

For the RC Interceptor, he has moved \$130,000 for relining, \$160,000 for inventory and \$120,000 for extra expenses if needed. He has funds ready for the Vac truck.

West Goshen Grants – Dave reported that the grant is on their phase 3 so East Goshen won't get any of it. Kevin suggested getting details.

Dave reviewed his report of Sewer Rates – Comparison of ARPA funds vs Zero ARPA funds for the Hershey Mill sewer replacement project. This showed the number of customers and numbers for 2022 and 2023 and suggested rate increase.

Old Business - None

Goals – The goals were discussed with the following additions:

- Goal #2 – Under Status, change to “Update Construction as it moves forward”
- Goal #4 - Add “Municipal Authority representative to attend West Goshen MA meetings the 1st Wednesday at 6 pm at the West Goshen Township Building”. Under Status – Add “attend meetings on a quarterly basis.

Add the following new goals:

- 5 – Long Term Sustainability
- 6 – Caustic Acid Functionability
- 7 – Study Sewer Line Expansion

New Business –

Meeting Dates for 2024 - The following dates were listed for 2024 meetings:

January 8, February 12, March 11, April 8, May 13, June 10

July 8, August 12, September 9, October 21, November 18 and December 9

The October and November meetings were changed due to holidays.

Capacity Requests - None

Any Other Matter – None

Correspondence- None

Public Comment - None

Adjournment At 8:00 Walter moved to adjourn the meeting and go into Executive Session to discuss professional services. Kevin seconded the motion. The motion passed unanimously.

At 8:10 the meeting was opened to the general public. Kevin moved to accept The Big Fish proposal as of January 1, 2024 to increase the base fee to \$11,512.84 and the hourly fee for sludge dewatering and mechanical services to \$68.00 per hour. Walter seconded the motion. The motion passed unanimously.

There being no further business Walter moved to adjourn the meeting. Kevin seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:15 pm.

The next regular meeting will be held on Monday, February 12, 2024 at 7:00 pm.

Respectfully submitted,

Ruth Kiefer, Recording Secretary