

WEST GOSHEN SEWER AUTHORITY  
REGULAR MEETING  
May 5, 2021  
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, May 5, 2021 as a Video/Teleconference due to the COVID-19 Emergency Declaration that prevented an in-person Public Meeting. Those participating in the conference call were:

**Authority**

Theodore Murphy  
Tina Smith  
Walt Wills  
Shaun Walsh  
Phil Corvo

**UTBF**

Ryan Jennings

**Administration**

Dave Woodward  
Mike Moffa  
Casey Lalonde

**HRG**

Josh Fox

1. The regular meeting of the Authority was called to order at 7:02 PM by Chair, Ted Murphy.
2. Ted Murphy performed a roll call of the Sewer Authority Board members, Township staff, professional services participants and attendees from the public.
3. The Authority meeting minutes for the regular meeting of April 7, 2021 were motioned for approval by Tina Smith. Seconded by Phil Corvo. Approved 5-0.  
The Open Actions were reviewed:
  - a) Josh Fox, to obtain price for appropriate consultant engagement for possible coating of the interior of the secondary anaerobic digester (Item 8a October 2020 Meeting);
  - b) Josh and Mike, to revise Standard Sewer Specifications by year end (Item 5d February 2021 meeting);
  - c) Ted Murphy, Woodlands at Greystone development increasing size of sewer main on Andrew Drive – place on agenda after design review complete by HRG and invite Ray Grochowski, the Developers Project Manager, to attend and present the project timeline (Item 9, March 3, 2021 meeting);
  - d) Full Authority Board, to review information and make recommendations to the Board of Supervisors for an Ordinance covering home I&I inspections at the time of property sale inspections and building permit inspections (Item 11b, March 3, 2021 meeting);
    - **Shaun Walsh reported that at the Board of Supervisors workshop meeting of 5/4/21, a majority of the Supervisors voted to move forward for possible adoption an ordinance requiring a property resale U&O certification, which would include an inspection for illegal inflow connections to the sanitary sewer.**
  - e) Casey LaLonde to provide existing agreement between West Goshen Township and West Goshen Sewer Authority (Item 11d March 3, 2021 meeting);
    - **Casey has now been able to find the Agreement and will send it to the Board members.**
  - f) Mike Moffa, to schedule a date for the next plant tour by Authority Board members.
    - **Agreed to be June 2<sup>nd</sup> at 5 pm, prior to the Authority regular meeting.**
  - g) Shaun Walsh, to follow up with East Goshen Board regarding Westtown Way Pump Station (Item 4.B April 7, 2021 meeting);

- h) Casey Lalonde, to follow up on the Commonwealth of PA requirement to file a Pension Plan Declaration for Authority employees or retirees and also an Act 205 Actuarial Valuation Report (Item 4.D. April 7, 2021 meeting);
  - **Casey advised that the Authority will have to file this Declaration and Report, but that it is essentially a “No Report” report, because the Authority has no employees or retirees.**
- i) Walt Wills, to enquire of Fulton Bank what fees will be charged after the Bond Construction Fund is depleted (Item 6.B. April 7, 2021 meeting);
  - **Walt advised that once the Bond Construction Fund is depleted, the only Fulton Bank Fee will be the \$2,500 annual expense for the Bank’s role as Bond Trustee.**
- j) Mike Moffa, to prepare Q2 Budget status review for the July Authority meeting (Item 6.B. April 7, 2021 meeting);
- k) Mike Moffa, to reach out to adjoining property owner for Trinity Drive Pump Station to not perform property maintenance on the pump station parcel.
  - **Mike advised he had sent a response email to the property owner informing him that the WGSA did not wish to pursue any property sale of land behind the Pump Station, and that the WGSA property boundary had marker stakes intended to show the extent of the property for landscape maintenance purposes.**

4. Ted Murphy announced:

- a) Procedures for the video/teleconference were included in the agenda posted to the Township website. Public meetings via video/teleconference are permitted and preferred during a pandemic period where public health risks make an in-person meeting undesirable.
- b) Next regular meeting of the Authority is scheduled for June 2, 2021 at 7:00 PM. The Authority members discussed resuming in-person meetings at the Township building now that restrictions on public gatherings are being eased by the Commonwealth at the end of May. Ted Murphy motioned for the meeting to be held in-person with the required social distancing arrangement and mask wearing for public attendees. Seconded by Phil Corvo. Approved 5-0.
- c) Congressional Representative Houlahan did not select the Westtown Way Pump Station Rehabilitation Project for submission to the House Appropriations Committee for Community Project Funding.

There were no other Board member announcements.

5. Solicitor’s Report dated April 28th, 2021 was presented by Ryan Jennings.

a) Woodlands at Greystone

On April 14th, UTBF were notified that the Developer’s sewer review escrow account had been replenished and Ryan proceeded with the necessary reviews. UTBF were already in receipt of the Developer’s documents for Sanitary Sewer Improvements in Phase II of the Woodlands at Greystone Development. These documents include the: (i) Sanitary Sewer Construction Agreement; (ii) Deed of Rights-of-Way; (iii) Consents and Subordination to the Deed of Rights-of-Way; and (iv) Performance Bond (in the amount of \$139,969.79). All documents were in order and the Solicitor’s Office now recommended action by the Authority to accept and approve the Phase II Development documents.

Ted Murphy motioned to authorization the acceptance and execution of the Sanitary

Sewer Construction Agreement (secured by surety bond) between RLD Greystone, LLC and the West Goshen Sewer Authority, dated May 5th, 2021. Seconded by Tina Smith. Approved 5-0.

Ted Murphy motioned to adopt Authority Resolution 2021-03, as prepared by the Authority's Solicitor, for the approval of the Woodlands at Greystone Phase II sewer Deed of Rights-of-Way, as offered and to be conveyed by RLD Greystone, LLC to the West Goshen Sewer Authority. Seconded by Phil Corvo. Approved 5-0. Subsequently it was realized this Resolution number had already been used. Ted Murphy motioned to amend the Resolution to be Number 2021-04. Seconded by Walt Wills. Approved 5-0.

b) 504 S. Concord Road Subdivision (former Boy Scout property)

This project entails a proposed lot line configuration, the extinguishment of an existing right-of-way, and the establishment of a new right-of-way to accommodate a sewer main relocation. As of April 28, 2021, the Developer reported satisfaction of all Township Engineering review comments, and anticipated appearance before the Township Planning Commission at its next public meeting (May 11, 2021). All legal descriptions have been revised and made available. As was previously reported, the extinguishment documentation has been prepared in draft form, and Final Plan review is expected by the Township to occur in May. UTBF anticipate review and potential approval of the Authority at its June 2nd, 2021 public meeting. UTBF will coordinate with the Developer's legal counsel and engineer to prepare and finalize the documentation.

c) Islamic Society of Chester County (1001 Pottstown Pike)

In 2018, West Goshen Township approved a land development project for the Islamic Society of Chester County ("ISCC"). The project was put on hold until ISCC had its funding in place for the project. As of April 23rd, it was reported by ISCC's Counsel that the funding was available, and that ISCC is ready to proceed with the posting of financial security and Final Plan recording. HRG has reviewed and approved the Project Engineer's (Gilmore & Associates, Inc.'s) Estimated Opinion of Costs for the sanitary improvements associated with the project. ISCC has proposed to post a cash escrow as financial security, which Ryan has discussed with Mike Moffa, who has coordinated escrow-related efforts with the Township's Finance Department Director. UTBF have coordinated with Counsel for ISCC to prepare, draft, and review the requisite Construction Agreement, which utilizes the cash escrow, and incorporates pertinent Exhibits. The Construction Agreement was provided for the Authority's review. However, the ISCC Governance Board has not currently authorized project construction and therefore their Counsel does not yet have partially executed copies of the Construction Agreement. Tina Smith suggested additional language for the Construction Agreement (Article 5, Paragraph 3) to require both parties ratify the Agreement if the project construction extends beyond one year. **ACTION: Ryan Jennings** to take this request to ISCC Counsel.

d) Sunset Hollow

The Township is working on a small-scale stormwater project on Sunset Hollow Road. There exists a combination storm drainage/sewage easement with existing stormwater and sanitary sewer facilities within a single property (the Depersicos). The Township is considering implementing an expanded easement area, approximately 10 feet in width (assuming the Depersicos are agreeable). This expanded area would facilitate the removal of existing stormwater pipe and provide for greater separation from the existing sanitary sewer line. The additional 10 feet would allow the proposed stormwater drain to

be realigned to more closely follow the stream direction it conveys. However, for the Authority's purposes, there would be no intention of changing the route of the sanitary sewer line. Casey LaLonde, has asked whether the Authority would like to be added to the potential enlarged easement area. Initially, Township Solicitor Kristin Camp proposed drafting a combination stormwater and sanitary sewer easement document to achieve the goal, but has since recommended the preparation of two separate easements; one for stormwater, one for sanitary sewer. The Authority members discussed the situation and concluded that it was unnecessary to increase the size of the easement for the Sanitary Sewer main. **ACTION: Ryan Jennings** to work with the Township Solicitor to just remove stormwater from the existing easement, retaining only sanitary sewer.

6. Wastewater Superintendent Report for the month of April, 2021 was presented by Mike Moffa.
  - a) The treatment plant operated in compliance with the NPDES permit for April. Treated 154.6 million gallons of wastewater. Average of 5.15 mgpd. As planned, for the month of April 169,000 gallons of digested sludge was hauled off-site for disposal as a result of the WWTP Ph.2 project work in the Dewatering building. The temporary press operation was commissioned and 200 tons of dewatered sludge were pressed for disposal. Average Total Phosphorous discharge concentration = 0.68 mg/L.
  - b) Shaun Walsh motioned to approve the budgeted purchase of a replacement pump for the Spruce Avenue Pump Station in the amount of \$26,512.00 from Xylem Water Solutions, Inc. Seconded by Phil Corvo. Approved 5-0
  - c) Tina Smith motioned to approve the budgeted purchase of a replacement Equalization Pump in the amount of \$36,690.00 from Kappe Associates, Inc. Seconded by Phil Corvo. Approved 5-0
  - d) Tina Smith motioned to approve the unbudgeted purchase of a replacement heat pump for the WWTP laboratory in the amount of \$5,750.00 from Brandywine Valley Heating & Air Conditioning Inc. Seconded by Walt Wills. Approved 5-0. The existing 28-year old unit has failed. This capital purchase will fall under Miscellaneous Capital Improvements in the 2021 Budget reporting.
7. The Treasurers Report dated May 5, 2021 was presented by Walt Wills (See report for details).
  - a) Walt Wills motioned to approve as Requisition #592 & #593 from the Bond Construction Fund Application for Payment No. 5 for Contract WWTP-19-3 (WWTP Phase2 Mechanical Contract) to CUICK Precision Solutions in the amount of \$39,122.96 for work completed through April 23, 2021. Seconded by Phil Corvo. Approved 5-0
  - b) Walt Wills motioned to approve as Requisition #594 from the Bond Construction Fund Application for Payment No. 8 for Contract TD-1 (Trinity Drive Pump Station Improvements - General Contract) to PSI Pumping Solutions, Inc. in the amount of \$51,257.74 for work completed through April 20, 2021. Seconded by Tina Smith. Approved 5-0.
  - c) Walt Wills motioned to approve as Requisition #589 from the Bond Construction Fund Application for Payment No. 5 for Contract TD-2 (Trinity Drive Pump Station Improvements - Electrical Contract) to MJF Electrical Contracting, Inc. in the amount of \$27,994.00 for work completed through April 12, 2021. Seconded by Ted Murphy. Approved 5-0.

- d) Walt Wills motioned to approve as Requisition #590 from the Bond Construction Fund for Payment No. 2 for Trinity Drive Pump Station Improvements Control Panel in the amount of \$32,479.55 to Optimum Controls Corp. Seconded by Phil Corvo. Approved 5-0.
  - e) Walt Wills motioned to approve as Requisition #591 from the Bond Construction Fund Application for Payment No. 4 for Contract WWTP-20-1 (Aeration Basin Improvement Project - General Contract) to CUICK Precision Solutions in the amount of \$8,830.25 for work completed through April 23, 2021. Seconded by Shaun Walsh. Approved 5-0.
  - f) Walt Wills motioned to approve as Requisition #588 from the Bond Construction Fund Application for Payment No. 3 for Contract WWTP-20-2 (Aeration Basin Improvement Project - Electrical Contract) to MJF Electrical Contracting, Inc. in the amount of \$39,600.00 for work completed through April 12, 2021. Seconded by Ted Murphy. Approved 5-0.
  - g) Shaun Walsh motioned to approve Final Adjusting Change Order No.4 for Contract IP-1 (Sanitary Sewer Rehabilitation – Phase 1 Interceptor Repairs) for a price decrease in the amount of \$355.20 to reflect actual installed quantities during construction. Seconded by Ted Murphy. Approved 5-0.  
Walt Wills motioned to approve as Requisition #2062 from the Tapping Fee Fund Application for Payment No. 3 (Final) for Contract IP-1 in the amount of \$17,739.33 to Doli Construction Co. Seconded by Ted Murphy. Approved 5-0
  - h) Walt Wills motioned to approve for payment as listed on the Treasurers Report, Requisition #587 from the Bond Construction Fund in the amount of \$850.00; Tapping Fee Fund Requisitions #2058 through #2066 in the total amount of \$71,534.22; and Developer’s Invoices (5) in the total amount of \$1,937.30. Seconded by Phil Corvo. Approved 5-0.
8. Engineers Report, dated April 30<sup>th</sup>, 2021 was presented by Josh Fox (See report for details).
- a) Shaun Walsh motioned to approve Change Order No.4 for Contract WWTP-19-2 (Brendan Stanton, Inc.) for an increase in the Contract Price in the amount of \$12,850.00 for installation of 120 connectors and 20 six strand OSP fan out kits for fiber optic wire terminations. Seconded by Tina Smith. Approved 5-0.
  - b) Shaun Walsh motioned to approve Change Order No.2 for Contract TD-1 (PSI Pumping Solutions, Inc.) for an increase in the Contract Price of \$7,811.64 and 12 additional days. Seconded by Tina Smith. Approved 5-0.

There was a lengthy discussion on the defective work by Blooming Glen Contractors that resulted in failure of the concrete grout strength used in the CoMag building walls. Lack of progress on the CoMag scope of work, while the Contractor continued to wait for final confirmation of the grout failure, has resulted in further delay to the overall WWTP Ph. 2 project schedule. The Board members discussed with Josh the courses of action available at this point and the process to determine a solution acceptable to the Authority. It was recognized that resolving this issue will considerably compound the schedule delays already experienced from other factors (COVID, weather, poor resource management by the Contractor) and significantly extend the substantial completion date for the project.

Josh advised that COSTARS prices would be increasing from July 1<sup>st</sup> and this would have an impact on the cost of the equipment for the Westtown Way Pump Station Project. The cost of the required pump equipment will increase by \$32,700 if the order is not placed prior to July 1<sup>st</sup>. Josh has spoken with the Engineer for East Goshen about the issue. The Engineer is meeting with the East Goshen Board on May 12<sup>th</sup> to review the project cost and status. Josh recommended action by the Authority

to authorize equipment purchases at the June meeting of the Authority to avoid the additional cost. Shaun Walsh will follow-up with the East Goshen Board (Open Action – See Agenda item # 3 (g)) now that the request for Community Project Funding had not been approved.

Walt Wills motioned to authorize HRG to proceed with advertising the Cemetery Sewer Rehabilitation and ARV Replacement Project for public bids. Seconded by Tina Smith. Approved 5-0.

After consultation with staff, HRG is recommending two additional areas be added to the scope of the Phase II Interceptor Repairs Project. Both areas are challenging to address with potentially complicated by-pass arrangements and a crossing (under) Route 202. HRG have prepared a supplemental request estimating the probable construction cost to be \$186,000. Considering the cost of design, project management and possible additional construction costs due to by-pass pumping limitations, etc., an overall total cost could conservatively be \$300,000 to \$400,000. Shaun Walsh raised a concern about increasing the capital expenditure by this much in the 2022/2023 timeframe, as the Authority's cash balance during this period is unclear until the cost outcome of the WWTP Ph.2 Project is known. The Authority Board members discussed authorizing the design work by HRG to gain efficiency in design and permit submissions costs, but revisiting the actual construction scope prior to authorizing bidding for the project, when the Authority's funding position would be known. Ted Murphy motioned to approve the HRG Supplemental Scope of Services work on the Phase II Interceptor Repairs Project in the amount Not To Exceed \$27,260.00. Seconded by Tina Smith. Approved 5-0.

9. Developers Activity Report, dated April 30, 2021 was presented by Josh Fox (See report for details).
  - A. The possible approval to accept financial security for the Islamic Society of Chester County construction project was deferred. See Agenda item #5 c.
  - B. Josh advised that HRG is working with the Engineer for the Woodlands at Greystone development on required revisions to the design for the Sewer Main replacement project on Andrew Drive.
10. Josh Fox advised he is providing information on the status of the CoMag project and the delays to the schedule to Steve Miano at HASPS. He is forwarding updated information as it is received from the Contractor. Josh does not recommend reporting a revised substantial completion date for the project as it is currently indeterminate and would be a professional guess only. Once an agreed resolution to the CoMag building construction failure and a detailed schedule assessment has been performed, an amended report can be submitted to EPA with the new completion date. The Authority Board requested to preview the report that Steve Miano prepares to send to EPA. **ACTION: Josh Fox** to inform Steve Miano to share the report with the Board members for approval to submit. The Board requested that all additional costs now being incurred as a result of the defective work be captured: **ACTION:** Legal (UTBF - Ryan & HASPS); Engineering (HRG - Josh); Operational (Township or Authority Budget consequences – Mike Moffa)
11. Sewage Rate Model was presented by Walt Wills. Walt shared presentation slides on the model construct and the underpinning assumptions. He described several rate increase scenarios that have been modeled to date and the ability to adjust key input parameters to assess impacts for assumption changes. The Board requested Walt email the slides and spreadsheet for individual review, and discussion on the topic would be continued at the June meeting. **ACTION: Walt Wills**

The desire to hold a joint meeting of the Sewer Authority and the Township Board of Supervisors was discussed, including when would be the appropriate time for such a meeting. It was agreed that a late July joint meeting would likely be the best timing. This would be confirmed during the continued review of the subject at the June meeting of the Authority.

12. Given the duration of the meeting, Shaun Walsh requested that review of the By-laws and Financial Policies be postponed until a future meeting. It was agreed to table the topic until the June meeting. **ACTION: Ted Murphy**
  
13. The PMAA Annual Conference & Trade Show is scheduled for August 29 – September 1, 2021 in State College. Shaun Walsh previously advised he accepted an offer from HRG to co-present at the conference on the topic of the benefits of having a robust Capital Improvement Plan. Tina Smith had expressed interest in also attending. The approximate cost of attendance is in the order of \$800 per attendee (\$295 Conference Registration; approx. \$200 per night accommodation; Travel; Food). The Board discussed the merits to be obtained from attending this conference and the fact this would be an unbudgeted expenditure. Ted Murphy motioned to approve attendance of Board members to attend the PMAA Conference. Seconded by Phil Corvo. Approved 5-0.  
Board members to decide by the June meeting if they plan on attending.  
Ted Murphy recommended the Board consider including in the Authority budget in future years a line item for Travel/Conference Attendance.
  
14. Shaun Walsh advised that he had received and shared with the Board the survey to participate in the PMAA Performance Assessment Program. On reflection, he believed the Authority should not take the time to complete the questionnaire, as a substantial number of questions are related to administration and personnel management, and the WGSA does not have staff. In addition, the demands of the current capital project activities on Mike Moffa's time would make the survey a burden to complete. The Board agreed with this position and instead will simply use the survey questions to test if we have gaps in management of the Authority activities.

15. Any Other Business:

No new business items were raised.

Tina Smith motioned to adjourn the meeting at 10:19 PM, seconded by Walt Wills.  
Approved 5-0.

Respectfully submitted,

Shaun Walsh,  
Secretary