

UPPER MONTGOMERY JOINT AUTHORITY
MINUTES OF APRIL 12, 2022 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday, April 12, 2022 in the office of the Plant Administration Building, Mensch Dam Road, Pennsburg, Pennsylvania.

I. EXECUTIVE SESSION

The board held an Executive Session prior to the meeting to discuss personnel matters.

II. CALL TO ORDER

Mrs. DeJesus, Vice Chair, called the meeting to order at 7:07 p.m.

III. PLEDGE OF ALLEGIANCE

IV. MOMENT OF SILENCE FOR THE MEN & WOMEN SERVING IN HARM'S WAY

V. ROLL CALL

Donna Paul, Secretary, called the roll. The following board members were present:

William Ingram – absent
Ryan Pugh
Donna Paul
Leon Ritchey
Gregory Gaudreau
Elizabeth DeJesus

Also, in attendance were:

Jennifer Leister, Executive Superintendent
Gregory Philips, Yergey, Daylor, Allebach, Scheffey, Picardi, Solicitor
Marie Pellegrino, Administrative Assistant
Jamie Lorah, SSM Group

VI. VISITORS

Other visitors who joined the meeting were:

Mark Shanley – 777 Hunter Drive, Pennsburg
Garrett Washington – Performance Pipelining, Inc.

Mr. Washington from Performance Pipelining, Inc. gave an update on the ongoing collection system projects and answered questions from the board.

VII. PUBLIC COMMENT PERIOD

None.

VIII. MINUTES APPROVAL

Mrs. DeJesus noted the Minutes of the March 8, 2022 meeting had been distributed previously and presented tonight. Mrs. DeJesus asked if there were any corrections to the minutes. Mr. Pugh made a motion to approve the minutes and Mr. Gaudreau seconded the motion. The Minutes were approved.

X. TREASURER AND INTEREST REPORTS

The board reviewed the Treasurer's Report for April (copy of which is attached hereto). A motion was made by Mr. Pugh to accept the Treasurer's Report. The motion was seconded by Mr. Ritchey and it was approved.

XI. FINANCIAL REPORTS

The Financial Reports were circulated for review and discussed.

XII. BILLS FOR PAYMENT

Mr. Philips advised the Board that PPI Contract #2160, Application #6 was not included on the Bills for Payment Capital report but had been included in the Board's packet for payment. Mr. Pugh made a motion to amend the Bills for Payment Capital Report to include PPI Contract #2160 in the amount of \$2,700.00 and Mrs. Paul seconded the motion. The motion was approved and the invoice for PPI Contract #2160 was included in the Bills for Payment Capital Report.

Mr. Pugh made a motion to approve the listed monthly bills that were paid prior to the meeting, because their due dates fall between meetings, and those that are currently due. Mrs. Paul seconded the motion and it was approved.

XIII. ENGINEER'S REPORT

The following summarizes SSM Group (Spotts, Stevens and McCoy) activities this past month:

1. Miscellaneous Services (.2022)

- Under this work order, we typically include time for the attendance and participation at monthly Board meetings, as well as preparation of the **Monthly Engineer's Report** and updates to the Authority and staff.
- The Authority's **Connection Management Plan (CMP)** was updated in January, and we have requested additional "credits" for previously-relinquished or eliminated EDUs in the **Annual Chapter 94 Report** submitted to the DEP this past month. This will be negotiated with DEP in coming months in order to access additional capacity at the WWTP.
- We reviewed the Fats/Oils/Grease (FOG) inspection forms and documentation with Authority inspectors this past month and provided additional support and guidance in this process. SSM will continue working with the Authority to support these efforts and provide additional guidance and documentation. We also provided guidance and inspection forms this past month on Outside Property Inspections for the Authority's use.
- **Lakeview Terrace Pennsburg – Stormwater Project** – Pennsburg's Engineer, GVC, contacted the Authority regarding a storm sewer project along Lakeview Terrace this past month. The storm sewer design has a potential conflict with several laterals located at 998, 1000, 1002, and 1006 Lakeview Terrace, along with the sewer main in that area, and they are requesting direction as to how to address the laterals. Based on recent test probes, some of these sewer laterals may need to be lowered in order to install the storm sewer. GVC is looking for confirmation by the Authority that the Contractor can perform this work. SSM notified the Authority that we would need to review the design plans and provide language on the Plans relative to any work on the Authority's line or on the laterals themselves. According to GVC, the sewer main is deep enough to accommodate lowered service laterals, but SSM would like to verify this and provide direction so as to prevent issues by the affected homeowners at a later date. If the Authority would like SSM to review the Plans, we would set-up a separate project for possible reimbursement by Pennsburg.

After discussion, the board agreed that the Authority engineer (SSM) should review the plans and would like an escrow opened for the Stormwater Project at Lakeview Terrace in Pennsburg.

- **UPDATE:** SSM prepared two (2), separate Local Share Account (LSA) Grant program applications for the Authority this past month. Grant Applications were due to the DCED by March 15th. The Grant Applications included the following:

- **2022 WWTP Improvements Project** – improvements to the WWTP to include: procurement and installation of process, treatment, pumping, and security equipment. The application included installation of two (2) new Primary Sludge Transfer Pumps and Sludge Blanket Level Sensors, as well as rebuilding the existing Final Clarifier and installation of security equipment at the WWTP. A Grant was requested in the amount of **\$149,952**.¹³.
- **East Greenville Borough - State, Valley and 4th Street Sanitary Sewer Lateral and Manhole Rehabilitation Project.** The purpose of applying for this Grant was to offset costs associated with the lining and rehabilitation of approximately 172 sewer laterals and the rehabilitation of 36 manholes in the areas of State Street, Valley Street, Forged Street, and 4th Street in the western portion of East Greenville Borough. A Grant was requested in the amount of **\$967,813**.⁷⁸ in order to complete the necessary rehabilitation work

2. Consent Order Assistance (.0001)

- **RECAP:** In January, a response was submitted to the PA DEP relative to the **Consent Assessment and Civil Penalties** associated with WWTP Permit excursions and wet weather sanitary sewer overflows (SSOs). The penalty assessed to the Authority was **\$37,285**, including: several Fecal Coliform, Total Residual Chlorine (TRC), Ammonia-Nitrogen, and Total Phosphorus excursions, as well as a fine for collection system SSOs. The response to DEP included a waiver for the majority of the penalties, which occurred prior to and during construction of the WWTP. We have not yet received a response from the DEP relative to our request for waiver of these penalties.

2. 2021 Annual Chapter 94 Report and DRBC Annual Effluent Monitoring Report (.0002)

- SSM prepared and submitted the **2021 Annual Chapter 94 Report** and associated **Corrective Action Plan (CAP)**, which was due to the PA DEP by March 31st. In addition to the **Report**, SSM prepared mapping to include updates to the PA DEP on the rehabilitation work performed by the Authority since 2018. Also included in the **Report** was a request for consideration of relieving UMJA from its obligations under the **Corrective Action Plan** in light of significant flow reduction to the WWTP baseline flows.
- Per the **Annual Chapter 94 Report** findings, the average daily hydraulic loadings (flows) to the WWTP decreased significantly from 2018 through 2021. The average daily flow decreased from **1.93 MGD in 2018 to 1.16 MGD in 2021, a 760,000 gpd reduction in average daily flows**. It should be noted that 2018 was an incredibly wet year. However, the average daily flow in 2019 decreased to 1.66 MGD due to I/I reduction efforts, and it decreased further to 1.27 MGD in 2020 following additional I/I reduction efforts. **The average daily flow to the WWTP decreased again to 1.16 MGD in 2021, indicating a nearly 500,000 gpd decrease in average daily flow between 2019 and 2021.** Overall, this is a **30% reduction in average daily flows over the past three (3) years**. Furthermore, the three (3)-month maximum flow in 2021 was 1.62 MGD, in comparison to the three (3)-month maximum flow of 2.285 MGD in 2019, a 29% decrease.

3. Macintosh/4th & Railroad Subdivision (.0003)

- **RECAP:** DEP issued planning approval for the *Macintosh/4th & Railroad Subdivision*, a proposed two-lot residential subdivision to be located on Fourth Street, between Seminary Street and Railroad Street in Pennsburg. Previously, this project included five (5) EDUs, but it has since been modified.
- No updates.

4. Glenwood Chase Development (.0004)

- **UPDATE:** Submittals were received and reviewed this past month for the *Glenwood Chase Development*, particularly for the Pump Station design, including trusses for the building, pressure gauges, piping, fittings, etc. Additional submittals are currently under review.

5. 300 Penn Street – Pennsburg (Silver Rhino Holdings, LLC) (.0006)

- **RECAP:** Preliminary Plans were reviewed by SSM last month for this 14-Unit Apartment Building. The existing sanitary sewer lateral is expected to be re-used, and the previous inspection indicated that the lateral passed inspection. The existing lateral is expected to accommodate the anticipated sewer flows. A letter was issued to Authority staff relative to the findings of our review.
- **UPDATE:** A revised Plan set was received this past week and is currently under review for this development.

6. Still Waters Tract (.0007)

No Update.

The following summarizes Woodard and Curran activities this past month:

GIS

W&C provided assistance to tie GIS system assets to CCTV inspection reports automatically, to allow for inspection reports to be automatically updated with pipe/system assets when an Operator is in the field performing this work. Additionally, W&C also made updates to allow for any reports created in field, to be automatically synced to UMJA's network as soon as the CCTV Truck is back in the UMJA garage. W&C also worked closely with UMJA staff to review and update the GIS Web Maps and associated data layers. Layer schema updates were performed on manholes and service laterals to include identifying symbology on the Web Maps. Additionally, a new point layer with a template schema was configured, along with a related inspection table, for backflow preventers. With this new addition, the collection and inspection of

these assets will be incorporated into existing field effort workflows and can be viewed live in the office.

Biosolids

UMJA has scheduled a pilot test for June 2022 of one of the options and Woodard & Curran will support UMJA in evaluating the pilot and begin working toward next steps for implementation. Woodard & Curran also assisted UMJA in drafting bid documents to solicit sludge disposal pricing.

Collection System SSES

Since the authorization of Woodard & Curran support for Sewer System Evaluation Survey (SSES) support, a project kickoff meeting was conducted this past month between UMJA and W&C to discuss project goals, level of effort, scope and schedule. W&C reviewed the existing flow monitor information and created a figure for proposed re-deployment locations for the flow monitors. Please see attached Figure and corresponding summary for more detail on this proposed plan. W&C met with UMJA Operators to review and discuss the proposed plan. It is anticipated the monitors will be deployed per this plan within the next month. W&C will assist UMJA with targeted infiltration and condition assessment investigations and will provide monthly summary reports once this work is underway.

Sludge Hauling Project

Bids were received and opened on Monday, April 4, 2022, for sludge hauling from UMJA. This project was posted on PennBid, Pennsylvania's Public Bidding website on March 10, 2022. A total of seventeen stakeholders downloaded the Bid Documents for this project. This project scope includes unit prices for both land application and landfill disposal for a two-year contract term, with option to extend for one additional year if UMJA decides to do so. Denali Water Solutions was the only bidder who submitted with the following unit bid prices: \$24.75/ton for sludge disposal to landfill and \$48.80/ton for sludge disposal to land application. W&C recommends awarding this contract to Denali Water Solutions based on past experience and as the responsive bidder.

Process Support

Ongoing support for process optimization and data analysis, including implementation of a plan to begin Polyaluminum Chloride (PAC) dosing to the tertiary filters to aid in overall phosphorus removal.

XIV. SOLICITOR'S REPORT

- 1. Personnel.** Mr. Philips worked with Mrs. Leister regarding the following items:
 - a. Performance issues with employees.
 - b. Attend Argument before Judge Tolliver

2. Collection of Delinquent Accounts.

- a. Nothing to report this month.

3. Development Plans.

Mr. Philips worked and met with Mrs. Leister and the Authority Engineer on the following development plans:

- a. 11 Street Subdivision.
Mr. Philips worked with County Board of Assessment to get the Deed of Dedication recorded.
- b. Glenwood Chase.
Mr. Philips reviewed emails from staff regarding progress on the Development and review Developer documents sent to the Authority.
- c. Railroad Street Subdivision.
Nothing new on this subdivision.
- d. Still Waters Tract Subdivision.
Mr. Philips recorded the Development Agreements for Phase I and II. Mr. Philips worked with Mrs. Leister regarding the EDU Transfers requested by Developer. Mr. Philips communicated with Home Builder regarding holdings and EDUs. Mr. Philips worked with staff regarding the timing of the Deeds of Dedication for Phases I and II.
- e. 4th Street Subdivision – Macintosh Homes.
Nothing new on this Subdivision.
- f. 6th Street Subdivision – Macintosh Homes.
Nothing new on this Subdivision.
- g. Demeno Tract.
Nothing new on this Subdivision.
- h. 300 Penn Street (Silver Rhino).
Nothing new on this Subdivision.

General Counsel Services.

- a. Contracts.
Mr. Philips worked with Staff regarding the sludge bid spec.
- b. Agenda.
Mr. Philips worked with Staff to review and revise Agenda;
- c. Resolutions.
Mr. Philips drafted resolutions 2022-03 and 04 to authorize the Executive Superintendent to apply for local share grants from the Department of

- Community and Economic Development; worked with SSM and Staff regarding project costs and scope.
- d. EDU transfers and relinquishments.
Mr. Philips worked with staff regarding the process of EDU relinquishments under the Rules, Rates and Regulations.
 - e. Water Termination Agreement.
Mr. Philips communicated with the Solicitor for East Greenville to begin negotiations.

XV. EXECUTIVE SUPERINTENDENT'S REPORT

Treatment Plant Information:

- Rainfall: 2.26"
- Snow: 2.0"

Sanitary Sewer Overflows & Violations:

- There were no Sanitary Sewer Overflow's or Violations.

Committee Information:

- No committee meetings were held this month.

Escrows:

- No escrow accounts were opened this month.
- The Deerfield escrow was closed on March 16, 2022.

Other General Information:

- There is no update on the actuator for the dryer.
- The second Cyber Security proposal is attached for you review. This proposal is for the 2-million-dollar coverage. We are currently insured for 1 million dollars.
- UMJA has been working with QNB to finalize the paperwork in order to transition the bank accounts over from Univest.
- Plant maintenance of existing buildings has been ongoing.
- SSM visited for an official tour this month.
- All flow meters at the treatment plant and stations were calibrated this month.
- The Atlas Capco Compressors were serviced on April 4, 2022.
- The Dryer building roof was repaired. It had several areas that were leaking.
- The level sensor pilots for the clarifiers went well. We will be purchasing them in the next budget year.
- The garage has been painted.
- Worth and Company was onsite on 4/6/2022 to shoot a commercial.

- Several employees attended the NASSCO training class this month. A few other employees attending training sessions. (Laboratory, Cyber Security, Harassment and Awareness)
- The Laboratory Audit was performed on 3/31/2022. No significant finds were reported.
- Attended a ribbon cutting ceremony at the Green Lane Park for the Dragonfly One floating classroom on April 8, 2022.
- UMJA will be participating in the classroom trout release at Hereford Elementary School on May 27, 2022.
- MRM Trust Dividend checks received in the amount of \$32,007.39.
- Plans continue for the Open House.
- Rain gauges were order for East Greenville and Red Hill to assist in rainfall vs. I/I issues in each sewershed.

Land Development

- Stillwater's- a total of 10 new lateral connection inspections have been completed to date. There are 6 left to inspect in Phase 1, then we will move on to Phase 2.
- Demeno Tract- No new updates.
- Bayberry- No new updates
- Glenwood Chase- UMJA/SSM/WC have been working with MGK regarding plan review for the pump station that will be built. UMJA is still waiting for a cost estimate for construction so that the solicitor can prepare the agreement.
- 300 Penn Street- plans have been reviewed.

Lateral Inspections:

For the Month of March there were a total of 14 lateral inspections. 1 inspection was done by the main line.

- East Greenville a total of 5 inspection were performed. 3 Passed, 2 Failed (1 property had roots on UMJA side)
- Pennsburg a total of 4 inspections were performed. All 4 Passed- (2 properties had issues on UMJA Side)
- Red Hill a total of 5 inspections were performed. 4 Passed, 1 Failed.

Collection System Updates:

- UMJA staff televised a total of 2867 feet in the month of March.
- Flow meters were moved on March 29-30, 2022 to new locations throughout the system.
- FOG program- UMJA continues to do meet and greets. SSM will be providing UMJA with some assistance to fine tune the program.
- Performance Pipeline Inc. has been in town over the past month working on previously approved projects.

- Pennsburg Pump Station will need a new flow meter. Waiting on proposals. Estimate 10k.

XVI. UNFINISHED BUSINESS

Mrs. Paul made a motion to approve the 2022-2023 Budget that was presented by Dave Busch during the March 8, 2022 meeting. Mr. Gaudreau seconded the motion and it was approved.

XVII. NEW BUSINESS

Mr. Pugh made a motion to approve the following consent items:

1. Performance Pipelining – East Greenville Mainline Lining in the amount of \$84,552.00
2. Performance Pipelining – Red Hill T-Lining in the amount of \$617,215.00 with an additional 5% for traffic control on Main Street. Total amount \$648,075.75
3. Cyber Security Proposal increasing coverage to 2 Million Dollars
4. Bachman's Roofing Proposal in the amount of \$96,302.00
5. Resolution 2022-05 – Modifying the rates charged for public sewer provided by UMJA; Providing for the repeal of inconsistent and conflicting Resolutions; And providing an Effective Date. The new rates are as follows:
 - \$5.83 Consumption Charge per 1,000 gallons of water
 - \$197.87 Sewer Billing Charge per Quarter
 - \$248.88 Single Residential Dwelling Unit with no water
 - \$155.00/hour Attorney Fees
6. Resolution 2022-06 – Providing for the imposition of Connection Fees, Customer Facility Fees and Tapping Fees upon property owners who connect or are required to connect to the sanitary sewer system operated by UMJA and revising the inspection fee for each connection.

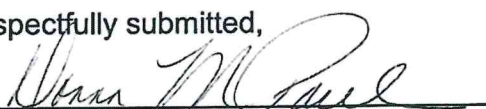
Mr. Ritchey seconded the motion and it was approved.

XVIII. ADJOURNMENT

Mr. Pugh made a motion to adjourn the meeting.

Mrs. DeJesus adjourned the public meeting at 9:15 p.m.

Respectfully submitted,


Secretary (Assistant Secretary)

Meeting Date:

April 12, 2022

Treasurer's Report - Univest Account Balances as of

March 31, 2022

Univest Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Withdrawals	Interest Earned	Ending Balance
Operating Checking	7514	635.95	381,486.34	(378,636.77)	0.37	3,485.89
Repurchase Operating	0153	60,000.00	165,000.00	(170,015.15)	15.15	55,000.00
Rental Income	7480	4,949.28	644,038.86	(648,726.65)	0.38	261.87
Repurchase Rentals	0179	5,000.00	285,000.00	(280,017.22)	17.22	10,000.00
Rental - Credit Card Income	7548	386.42	76,321.72	(76,321.72)	2.49	388.91
Capital Account	7522	31,818.49	2,666.33	-	5.42	34,490.24
Special Checking	7506	555.05	203,230.53	(202,676.61)	0.19	1,109.16
Repurchase Special Cking	0161	35,000.00	110,000.00	(80,012.74)	12.74	65,000.00
Revenue Fund	5061	811,879.04	364,551.81	(317,579.86)	29.50	858,880.49
Bond Redemption	7498	3,673.36	182.94	-	0.47	3,856.77
Repurchase Bond Redemp	0146	1,156,519.37	-	(107,392.15)	182.94	1,049,310.16
Depreciation Reserve	5087	416,476.65	5,475.00	-	17.85	421,969.50
Debt Service Fund	7530	504,797.86	100,633.67	-	98.43	605,529.96
Deb Service Reserve Fund	5079	1,209,331.57	-	-	51.35	1,209,382.92
Totals		\$ 4,241,023.04	\$ 2,338,587.20	\$ (2,261,378.87)	\$ 434.50	\$ 4,318,665.87

QNB Accounts

Project Account \$2.5M	4733	4,151.62	-	-	-	4,151.62
Construction Project \$10M	4741	172,493.57	-	-	-	172,493.57
Totals		\$ 176,645.19	\$ -	\$ -	\$ -	\$ 176,645.19

Ryan M. Pugh

Ryan Pugh, Treasurer

Meeting Date:

April 12, 2022

Treasurer's Report - Uninvest Account Balances as of March 31, 2022
Escrow Accounts (Uninvest)

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Withdrawals	Interest Earned	Ending Balance
P&B Partitions	2971	1,140.44	-	-	0.14	1,140.58
Pennsburg Shopping Center	3615	5,287.45	-	-	0.65	5,288.10
Jefferson Street O&M	5297	29,287.33	-	-	3.61	29,290.94
HG Properties (Construction)	6253	6,313.39	-	-	1.09	6,314.48
HG Properties (Professional)	6261	100.00	725.44	(190.44)	0.15	635.15
Perkiomen School	6881	1,314.40	-	-	0.17	1,314.57
Stillwater - Hendricks	7954	29,121.15	500.00	(2,650.47)	7.59	26,978.27
Red Hill Garage - Sands	8101	1,759.01	-	-	0.21	1,759.22
Fox Clearing (Glenwood Chase)	8275	3,640.40	-	(972.00)	0.42	2,668.82
McIntosh - Pennsburg	8515	6,413.93	-	-	0.82	6,414.75
Hendricks (704 Mont Ave)	8564	11,846.90	-	(11,848.11)	1.21	(0.00)
Engle - failed lateral	9588	7,776.95	-	-	0.96	7,777.91
Silver Rhino	0347	9,964.00	-	(473.00)	0.89	9,491.89
Lateral Projects	0313	824.57	-	-	0.07	824.64
		\$ 114,789.92	\$ 1,225.44	\$ (16,134.02)	\$ 17.98	\$ 99,899.32

INCOME

	2021-2022 Budget	Total to Date	%	March	February	January
Rentals	364.10	3,216,839.16	97%	360,238.62	262,487.07	291,574.18
EDU's	364.20	208,525.00				
Certifications	364.30	6,700.00	112%	600.00	425.00	400.00
Laterals	364.40	23,150.00	193%	2,300.00	2,400.00	1,600.00
Other Income	364.50	7,569.26				
Inspections	364.60	29,093.90		400.00		22,157.50
Legal Fee Reimbursement	364.70	-				
FOG Program	364.80	675.00			675	
Interest Income	341.10	7,335.62	245%	434.50	402.95	505.31
Cell Tower Income	342.53	28,995.69	130%	2,666.33	2,666.33	2,666.33
TOTAL MONTHLY INCOME	\$ 3,361,154.00	\$ 3,528,883.63	105%	\$ 367,314.45	\$ 268,381.35	\$ 318,903.32

Ryan M Pugh

Ryan Pugh, Treasurer

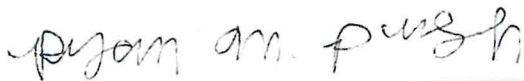
Meeting Date April 12, 2022

Treasurer's Cash Report - Payroll - March 2022

Payroll - EFT transfers

(Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
3/3/2022	EFT	Salaries (Net)	426.10	\$ 9,594.12
3/3/2022	EFT	Payroll taxes	201.50	\$ 3,900.13
3/3/2022	EFT	Paychex Fee	400.11	\$ 81.60
TOTAL				\$ 13,575.85
3/10/2022	EFT	Salaries (Net)	426.10	\$ 9,648.78
3/10/2022	EFT	Payroll taxes	201.50	\$ 13,421.64
3/10/2022	EFT	Paychex Fee	400.11	\$ 81.60
TOTAL				\$ 23,152.02
3/17/2022	EFT	Salaries (Net)	426.10	\$ 9,675.81
3/17/2022	EFT	Payroll taxes	201.50	\$ 3,979.04
3/17/2022	EFT	Paychex Fee	400.11	\$ 81.60
TOTAL				\$ 13,736.45
3/24/2022	EFT	Salaries (Net)	426.10	\$ 9,741.16
3/24/2022	EFT	Payroll taxes	201.50	\$ 3,944.80
3/24/2022	EFT	Paychex Fee	400.11	\$ 81.60
TOTAL				\$ 13,767.56
3/31/2022	EFT	Salaries (Net)	426.10	\$ 9,784.19
3/31/2022	EFT	Payroll taxes	201.50	\$ 3,944.34
3/31/2022	EFT	Paychex Fee	400.11	\$ 81.60
TOTAL				\$ 13,810.13
TOTAL EFT Transfers for month				\$ 78,042.01



 Ryan M. Pugh, Treasurer/Leon Ritchey, Asst Treasurer

