

UPPER MONTGOMERY JOINT AUTHORITY
MINUTES OF JUNE 14, 2022 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday, June 14, 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

Mr. Ingram, Chair, called the meeting to order at 7:13 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
Ryan Pugh
Donna Paul
Leon Ritchey - absent
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

Mr. Ingram noted the Minutes of the May 10, 2022 meeting had been distributed previously and presented tonight. Mr. Ingram 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 June (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. Gaudreau and it was approved.

XI. FINANCIAL REPORTS

The Financial Reports were circulated for review and discussed.

XII. BILLS FOR PAYMENT

Mr. Gaudreau 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. DeJesus 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)

- A meeting was held on May 31st with several members of the PA DEP to discuss the Authority's **Corrective Action Plan (CAP)**, the **Connection Management Plan (CMP)**, re-rating of the existing WWTP, compliance issues, and planning aspects. We had previously requested additional "credits" for relinquished or eliminated EDUs in the

Annual Chapter 94 Report, and we had requested relief from the existing **CAP**. The following are highlights from this discussion:

- The WWTP is permitted for: an Annual Average of 2.0 MGD; Monthly Average of 2.5 MGD; and Peak WWTP Design Capacity of 11.45 MGD. Design Capacity is 2.77 MGD.
- Discussed and presented the WWTP Upgrades and I&I abatement work, in detail. DEP confirmed the flow reduction at the WWTP. However, the DEP noted that the **CAP** was put in place due to issues with wet weather discharges in the collection system as well; DEP acknowledged reduction in SSOs and will consider the **CAP** relief following review of the *Chapter 94 Report*.
- SSM must submit a revised **CMP**, and DEP will consider EDUs “relinquished” on a case-by-case basis following a revised **CMP** submission. DEP is willing to provide approval for additional connections following the **CMP** request.
- In order to re-rate the WWTP to its full 2.77 MGD Design Capacity, an **Act 537 Planning Update** must be completed showing “future sewer service needs,” including Upper Hanover Twp considerations. The **Act 537 Plan** is outdated and from 2003/2004. A paper re-rate will only be considered following a **Plan Update** revision. Note: good planning does not exist for Upper Hanover Twp. The WWTP re-rate could be considered in a 12 – 18-month period, if necessary, following Planning. **Note**: an increase in capacity would likely mean more stringent Permit limits.
- DEP is requesting confirmation that WWTP As-Builts and Post-Construction documentation has been submitted (confirm with Woodard and Curran).
- **RECAP**: We reviewed the Fats/Oils/Grease (FOG) inspection forms and documentation with Authority inspectors and provided additional support and guidance in this process. SSM will continue working with the Authority to support these efforts and provide additional guidance, training, and documentation. We also provided guidance and inspection forms last month on Outside Property Inspections for the Authority’s use.
- **RECAP**: SSM prepared two (2), separate Local Share Account (LSA) Grant program applications for the Authority in March. The Grant Applications included the **2022 WWTP Improvements Project** in the amount of **\$149,952**.¹³ and the **East Greenville Borough - State, Valley and 4th Street Sanitary Sewer Lateral and Manhole Rehabilitation Project** in the amount of **\$967,813**.⁷⁸. Another CFA meeting is now scheduled for Friday, June 10th; a follow-up CFA Meeting is scheduled for July 19th. Meeting minutes from the May 24th CFA Meeting are not yet available for review.
- **UPDATE**: SSM prepared new Sanitary Sewer Standard Details for the Authority last month for use by developers and the Authority in preparing plans for new connections, manholes, grinder pump stations, etc. The new Details were posting to the Authority’s website. SSM is awaiting information from PPI for sewer rehabilitation details.

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 **\$37,285.⁰⁰**, and the response to DEP included a waiver for the majority of the penalties, which occurred prior to and during construction of the WWTP.
- **UPDATE:** A conference call was held with PA DEP on May 9, 2022 to review the civil penalties, and DEP requested follow-up documentation relative to the flow rates during each excursion, corrective actions taken, etc. DEP stated that they were willing to provide relief on the wet weather discharges and will *consider* relief of civil penalties for excursions during excessive wet weather events. A revised letter was submitted to DEP this past week requesting relief on the excursions and recommending payment of penalties in the amount of \$7,113.⁰⁰. We are awaiting response from DEP on this request.

3. 2021 Annual Chapter 94 Report and DRBC Annual Effluent Monitoring Report (.0002)

- As previously reported, the average daily hydraulic loadings (flows) to the WWTP decreased significantly from 2018 through 2021. The average daily flow to the WWTP decreased from 1.66 MGD in 2019 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. DEP is reviewing this *Report* in the coming weeks.

4. Glenwood Chase Development (.0004)

- **UPDATE:** Additional submittals were reviewed last month, and a new submittal is currently under review for the **Glenwood Chase Development**, particularly for the Pump Station design.

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

- **UPDATE:** the plans proposed the conversion of an existing commercial/industrial building into a 14-Unit Apartment Building. Plans were previously revised to address SSM's comments and plans to re-use the existing sanitary sewer lateral. Last month, we received information indicating that this developer may wish to install a second lateral. If this is the intention, the developer must re-submit plans for review. The DEP Planning Module Approval was provided this past month for this development.

6. Still Waters Tract (.0007)

- **No Update.**

7. Lakeview Terrace Pennsburg – Stormwater Project (.0008)

- **RECAP:** Pennsburg's Engineer, GVC, contacted the Authority regarding a storm sewer project along Lakeview Terrace last 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. Based on test probes, some of these sewer laterals may need to be lowered in order to install the storm sewer.

- **UPDATE:** A project has been opened in order to track our time and for possible reimbursement by Pennsburg. SSM notified GVC that a Plan review would be required relative to the plans for moving the sanitary sewer laterals. Nothing has been received to date for this project.

8. Burger King – Pennsburg Square Shopping Center (.0009)

- Development Plans were received by SSM this past month for the Burger King Development to be added to the Pennsburg Square Shopping Center. The plans propose a new sanitary sewer lateral to include the sanitary waste, as well as a 1,200-gallon grease interceptor, which is to be fed by the “greasy” waste line. The grease interceptor must be revised to include a baffle wall, cleanout, and flow through-put information. No profiles were included for the sanitary sewer, but the lateral is expected to accommodate the anticipated sewer flows. A letter was issued to Authority staff relative to the findings of our review.

The following summarizes Woodard and Curran activities this past month:

GIS

There are no additional updates since the last Board meeting. Woodard & Curran will continue to work with UMJA to evaluate need for additional features.

Biosolids

UMJA has scheduled a pilot test for this month, of one of the options and Woodard & Curran will support UMJA in evaluating the pilot and begin working toward next steps for implementation.

Collection System SSES

Since the last Board update, Woodard & Curran has continued with flow meter analysis and has met with UMJA Staff to discuss next steps. Please see attached flow meter data for this past month. Data received to date continues to indicate an inflow issue.

For next steps, Woodard & Curran recommended last month that smoke testing should be completed in the areas where flow meter data indicated inflow problems. Smoke testing work is anticipated to begin the last week of June (week of June 27th). While smoke testing work is occurring, UMJA Operators will also be collecting inventory data on the manhole frame and covers in these priority areas. Flow meter relocation will be evaluated after this smoke testing/manhole inventory work is complete and compared to against flow meter analysis data.

Woodard & Curran will also review UMJA's existing door hanger notification for residents/property owners, and will provide guidance/additional language edits, if required. W&C will also provide dye testing documentation forms that UMJA Operators can use to collect complete data while performing dye testing investigations.

Process Support

Ongoing support for process optimization and data analysis, including continued implementation of a plan to begin polyaluminum chloride (PAC) dosing to the tertiary filters to aid in overall phosphorus removal as well as troubleshooting and evaluation of potential solids buildup in the Aeration Tank Effluent Channel.

XIV. SOLICITOR'S REPORT

- 1. Personnel.** Mr. Philips worked with Mrs. Leister regarding the following items:
 - a. Vacation policy.
- 2. Collection of Delinquent Accounts.**
 - a. Mr. Philips worked with Staff regarding a property owned by Deutsche Bank; researched the ownership of the property.
- 3. Development Plans.**

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

- a. 11 Street Subdivision.
Nothing new to report.
- b. Glenwood Chase.
Mr. Philips reviewed the Developer's cost estimates for the subdivision and discussed the need to include the pump station and SCADA system in the Development Agreement with Staff.
- c. Railroad Street Subdivision.
Nothing new on this subdivision.
- d. Still Waters Tract Subdivision.
Nothing new to report.
- 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. Agenda.
Mr. Philips worked with Staff to review and revise Agenda;
- b. Resolutions.
Resolution 2022-07 for the destruction of documents was adopted by the Board and executed. Mr. Philips provided a fully executed copy to Staff.

XV. EXECUTIVE SUPERINTENDENT'S REPORT

Treatment Plant Information:

- Rainfall: 0.79"

Sanitary Sewer Overflows & Violations:

- There were no violations or SSO's.

Committee Information:

- No committee meetings were held this month.

Escrows:

- Burger King (AB III LLC) an escrow was opened on June 1, 2022.
- No escrow accounts we closed this month.

Other General Information:

- The dryer part is still backordered until January 2023. We are waiting on another option from the dryer representative.
- We had 7 tours last month here at the plant. (Worth and Company with a new potential client from Japan, Pa American representatives and Upper Perkiomen High School Environmental Science Students. (5 classes)
- The Open house was a huge success!
- UMJA staff participated in the Trout Release at Hereford Elementary on May 27, 2022.

Land Development

- Stillwater's-6 building permits have been issued for lots 24-29.
- Demeno Tract- no new updates.
- Bayberry- Notice of Violation on June 3, 2022 regarding the manhole that needs to be repaired.
- Glenwood Chase- The solicitor prepared the construction agreement.
- 300 Penn Street- plans have been reviewed. DEP had some comments for the engineer.

Lateral Inspections: 21 Inspections

In East Greenville- 8 Lateral Inspections- All 8 passed. One was a re-inspection after lateral repair.

In Pennsburg- 6 lateral inspections. 5 passed and 1 failed due to heavy scaling. One property was found to have infiltration on UMJA's side (950 Main Street) This will be lined. It is part of a proposed project.

In Red Hill- 7 lateral inspections. 6 passed and 1 failed due to roots (escrow with title company). One property was found to have infiltration on UMJA's side (245 Stonehaven Drive). This will be lined once we have created a project.

Collection System Updates:

- UMJA staff televised a total of 1,197 feet in the month of May.
- Fog Program- Inspections have begun and are going well.
- The Pennsburg Pump Station transducer was installed June 1, 2022. The flow meter is scheduled to be replaced this month as well.
- Performance Pipeline has been out working on previously approved projects. We have total of 78 manholes that have been coated to date.
- Smoke testing is scheduled the week of June 27th on Hickory Alley in East Greenville.
- The thickener pilot is scheduled to be onsite on June 6th for 2 weeks.

XVI. UNFINISHED BUSINESS

Mrs. Leister received confirmation from HUB International that the Cyber Security Policy has been increased from \$1,000,000 in coverage to \$2,000,000 as requested by the board at the April 12, 2022 meeting.

XVII. NEW BUSINESS

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

1. Styer Associates, Certified Public Accountants - \$12,000.00 proposal for financial audit for fiscal year 2022-2023
2. Performance Pipelining Inc.– Proposal was discussed for Mainline Lining Project in East Greenville, Pennsburg and Red Hill - \$156,901.00
3. Upper Perkiomen Community Church – Credit request for consumption from 6/30/2014 through 3/31/2022 - \$2,194.46

Mrs. DeJesus seconded the motion and it was approved.

XVIII. ADDITIONAL BUSINESS

Mrs. Leister shared a Demand Response Program Presentation from Voltus, Inc. The board agreed to review the presentation and discuss at July's meeting.

XIX. ADJOURNMENT

Mr. Pugh made a motion to adjourn the meeting.

Mr. Ingram adjourned the public meeting at 9:17 p.m.

Respectfully submitted,


Secretary (Assistant Secretary)

Meeting Date:

June 14, 2022

Treasurer's Report - Account Balances as of

May 31, 2022

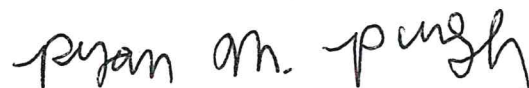
QNB Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Operating Checking	1284	25.00	306,952.66	(17.65)	(205,788.71)	27.74	101,199.04
Special Checking	1300	25.00	86,278.00	(10.68)	(76,384.25)	5.59	9,913.66
Rental Income	4741	25.00	271,904.93	(2.00)	(271,904.93)	-	23.00
Rental - Credit Card Income	2050	-	66,822.33		(66,797.33)	2.57	27.57
Revenue Fund	0478	670,651.65	272,925.81		(613,061.33)	81.17	330,597.30
Bond Redemption	0486	626,633.86	376,645.19		(85,088.75)	281.42	918,471.72
Depreciation Reserve	0494	427,477.20	5,475.00			149.03	433,101.23
Debt Service Fund	0544	706,271.58	100,633.67		(603,982.00)	203.81	203,127.06
Deb Service Reserve Fund	0551	1,209,475.70	-		-	417.52	1,209,893.22
Totals		\$ 3,640,584.99	\$ 1,487,637.59	\$ (30.33)	\$ (1,923,007.30)	\$ 1,168.85	\$ 3,206,353.80

QNB Upgrade 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)	\$ -	\$ -

Funds from both accounts were moved to Bond Redemption for capital expenses



 Ryan Pugh, Treasurer

Meeting Date:

June 14, 2022

Treasurer's Report - Account Balances as of
QNB Escrow Accounts

May 31, 2022

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Red Hill Garage - Sands	0619	1,759.33	-			0.36	1,759.69
Fox Clearing (Glenwood Chase)	0627	1,711.95	10,000.00		(322.00)	1.19	11,391.14
Perkiomen School	0635	1,314.65	-			0.27	1,314.92
Silver Rhino	0643	9,456.49	-		(408.00)	1.88	9,050.37
Engle - failed lateral	0650	25.00	-		(25.00)	-	-
McIntosh - Pennsburg	0668	6,415.15	-			1.32	6,416.47
Jefferson Street O&M	0676	29,292.78	-			6.02	29,298.80
P&B Partitions	0684	1,140.66	-			0.24	1,140.90
Pennsburg Shopping Center	0692	5,288.43	-			1.09	5,289.52
HG Properties (Construction)	0700	6,314.88	-			1.30	6,316.18
HG Properties (Professional)	0718	100.18	-			0.02	100.20
Stillwater - Hendricks	0726	26,551.21	-		(424.25)	5.39	26,132.35
Lateral Projects	0734	749.60	75.06			0.15	824.81
		\$ 90,120.31	\$ 10,075.06		\$ (1,179.25)	\$ 19.23	\$ 99,035.35

INCOME

		2022-2023 Budget	Total to Date	%	May
Rentals	364.10	3,583,370.00	268,747.27	7%	268,747.27
EDU's	364.20	-	-		
Certifications	364.30	6,000.00	525.00	9%	525.00
Laterals	364.40	20,000.00	2,000.00	10%	2,000.00
Other Income	364.50	-	50.00		50.00
Inspections	364.60	-	800.00		800.00
Legal Fee Reimbursement	364.70	-	-		
FOG Program	364.80	-	225.00		225.00
Interest Income	341.10	6,000.00	1,204.13	20%	1,204.13
Cell Tower Income	342.53	26,000.00	2,666.33	10%	2,666.33
TOTAL MONTHLY INCOME		\$ 3,641,370.00	\$ 276,217.73	8%	\$ 276,217.73

Ryan Omb Pugh

Ryan Pugh, Treasurer

Meeting Date:

June 14, 2022

Treasurer's Report - Account Balances as of

May 31, 2022

Univest Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Withdraws	Interest Earned	Ending Balance
Operating Checking	7514	70,914.99	-	(28,842.02)	5.68	42,078.65
Rental Income	7480	107,721.60	327.57	-	13.33	108,062.50
Rental - Credit Card Income	7548	27,790.23	196.33	(221.86)	3.43	27,768.13
Capital Account	7522	37,162.48	2,666.33	-	6.13	39,834.94
Special Checking	7506	54,570.89	-	(230.46)	6.71	54,347.14
Totals		\$ 298,160.19	\$ 3,190.23	\$ (29,294.34)	\$ 35.28	\$ 272,091.36

Note: Operating, Special Checking, Rental, CC Rental and Capital will remain open until 30 days without activity, after which they will be moved to QNB

Ryan M. Pugh

Ryan Pugh, Treasurer


Meeting Date June 14, 2022

Treasurer's Cash Report - Payroll - May 2022

Payroll - EFT transfers

(Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
5/5/2022	EFT	Salaries (Net)	426.10	\$ 10,083.29
5/5/2022	EFT	Payroll taxes	201.50	\$ 4,220.31
5/5/2022	EFT	Paychex Fee	400.11	\$ 81.60
TOTAL				\$ 14,385.20
5/12/2022	EFT	Salaries (Net)	426.10	\$ 10,343.40
5/12/2022	EFT	Payroll taxes	201.50	\$ 4,344.45
5/12/2022	EFT	Paychex Fee	400.11	\$ 81.60
TOTAL				\$ 14,769.45
5/19/2022	EFT	Salaries (Net)	426.10	\$ 10,099.45
5/19/2022	EFT	Payroll taxes	201.50	\$ 4,153.85
5/19/2022	EFT	Paychex Fee	400.11	\$ 81.60
TOTAL				\$ 14,334.90
5/26/2022	EFT	Salaries (Net)	426.10	\$ 10,228.95
5/26/2022	EFT	Payroll taxes	201.50	\$ 4,276.51
5/26/2022	EFT	Paychex Fee	400.11	\$ 81.60
TOTAL				\$ 14,587.06
TOTAL EFT Transfers for month				\$ 58,076.61



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