

UPPER MONTGOMERY JOINT AUTHORITY  
MINUTES OF MAY 10, 2022 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday, May 10, 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 7:16 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  
Gregory Gaudreau  
Elizabeth DeJesus - absent

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

Mr. Shanley asked the board members for an update on the Lakeview Terrace Stormwater Project. Ms. Lorah stated that Pennsburg Borough's Engineer (GVC) had been contacted to discuss setting up an escrow account to review design plans. At this time, the Authority has not received any plans or updates.

#### VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the April 12, 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 May (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. 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. Mr. Gaudreau 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)

- 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 last month. This will be negotiated with DEP in coming months in order to access additional capacity at the WWTP.
- **RECAP:** We reviewed the Fats/Oils/Grease (FOG) inspection forms and documentation with Authority inspectors last 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 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 following:
  - **2022 WWTP Improvements Project** – improvements to the WWTP to include: 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.<sup>13</sup>**
  - **East Greenville Borough - State, Valley and 4th Street Sanitary Sewer Lateral and Manhole Rehabilitation Project.** The Grant Application included 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 4<sup>th</sup> Street in the western portion of East Greenville Borough. A Grant was requested in the amount of **\$967,813.<sup>78</sup>**
- **UPDATE:** A Construction Manager from SSM provided on-site training to Authority staff this past month relative to developer inspections and lateral and manhole testing. New forms for this purpose were forwarded to Authority staff for its use.
- **UPDATE:** SSM prepared new Sanitary Sewer Standard Details for the Authority this past month for use by developers and the Authority in preparing plans for new connections, manholes, grinder pump stations, etc. We are working with Authority staff to finalize the Details for posting to the Authority's website.

## 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**, and the response to DEP included a waiver for the majority of the penalties, which occurred prior to and during construction of the WWTP. DEP was contacted in follow-up and is still working on a response; a conference call with DEP is expected in the near future to review the response.

3. **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 31<sup>st</sup>. 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.
- 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.

4. **Glenwood Chase Development (.0004)**

- **UPDATE:** Additional submittals were received last week and are currently under review for the **Glenwood Chase Development**, particularly for the Pump Station design pressure gauges, louvers and fans.

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

- **UPDATE:** These plans propose the conversion of an existing commercial/industrial building into a 14-Unit Apartment Building. A revised Plan set was received last month, which addressed SSM's comments and plans to re-use the existing sanitary sewer lateral; the existing lateral is expected to accommodate the anticipated sewer flows. Recently, 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.

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. 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. A new, sanitary sewer lateral standard detail was forwarded to GVC this past month.

The following summarizes Woodard and Curran activities this past month:

### **GIS**

Troubleshooting of connectivity between the CCTV truck and UMJA's GIS has been completed and connectivity is restored. Woodard & Curran will continue to work with UMJA to evaluate need for additional features.

### **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.

### **Collection System SSES**

Since the last Board update, UMJA has deployed the flow monitors per the Flow Monitor Deployment Memorandum (provided as an attachment to last month's Board Report). Woodard & Curran has accessed and updated GIS figures to include the UMJA lining projects completed to date and is currently working on creating a GIS layer for upcoming lining work. Woodard & Curran has also internally coordinated to share rain gauge data that is currently integrated into the wastewater treatment plant SCADA system. Woodard & Curran also began analysis on the flow monitoring data and proposed next steps. Please refer to the attached Summary Memorandum for a more detailed and comprehensive update on the flow meter analysis and next steps on targeted smoke testing investigations.

### **Open House Support**

Woodard & Curran is working internally with W&C's Marketing team to create graphics/brochures for the upcoming Open House and finalizing preparation of presentation at the meeting.

### **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 and adjustment of tertiary filter setpoints for further optimization.

#### XIV. SOLICITOR'S REPORT

**1. Personnel.** Mr. Philips worked with Mrs. Leister regarding the following items:

- a. Personnel Re-Organization.
- b. Employee Evaluations.

**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 worked with Developer's Counsel to obtain information for Development Agreement and reviewed Professional services agreement.
- c. Railroad Street Subdivision.  
Nothing new on this subdivision.
- d. Still Waters Tract Subdivision.  
Mr. Philips drafted EDU transfer agreement; communicated with Developer; and reviewed changes requested by the Developer.
- e. 4<sup>th</sup> Street Subdivision – Macintosh Homes.  
Nothing new on this Subdivision.
- f. 6<sup>th</sup> 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 to review the Pennsburg Storm Water and Coordinator with the Construction Manager.

- b. Agenda.  
Mr. Philips worked with Staff to review and revise Agenda;
- c. Resolutions.  
Mr. Philips drafted resolutions 2022-05 and 06. Draft Resolution 2022-07 for the destruction of documents.
- d. Budget.  
Mr. Philips review the Budget and Tapping Fee Report prepared by Dave Busch; worked with staff regarding publishing the adopted budget.

## XV. EXECUTIVE SUPERINTENDENT'S REPORT

### **Treatment Plant Information:**

- Rainfall: 5.4"

### **Sanitary Sewer Overflows & Violations:**

- There was one SSO event during the heavy rain even on April 7<sup>th</sup>. The manhole at the treatment plant overflowed slightly.

### **Committee Information:**

- No committee meetings were held this month.

### **Escrows:**

- No escrow accounts were opened this month.
- The Engle escrow was closed on April 22, 2022.

### **Other General Information:**

- The new ETA is the end of July for the part for the dryer.
- An AC unit was replaced on the old administration building. (It was slated for a capital repair for 2022-2023)
- We had 2 tours last month here at the plant. (Penn State Extension Master Watershed and Upper Perkiomen High School Environmental Science Students)
- Plans continue for the Open House.
- Rain gauges should be up and running at the pump station within the next few weeks.

- The new billing program will be implemented on May 31, 2022.
- A new notify system will be used for notifying residents of maintenance and work being done in the system. This will allow us to notify residents during rain events to minimize water use.
- The website is under redesign.

### **Land Development**

- Stillwater's- no new updates.
- Demeno Tract- no new updates.
- Bayberry- a manhole needs to be repaired. We have reached to the developer to put them on notice. No update as of 5/5/2022.
- Glenwood Chase- UMJA received a cost estimate for construction. The solicitor will prepare the agreement. We are working with the engineer on specifications regarding tying the station into Scada.
- 300 Penn Street- plans have been reviewed. DEP had some comments for the engineer.

### **Lateral Inspections:**

There was a total of 14 Lateral inspection done during the Month of April

East Greenville- there were a total of 3 inspections. 2 Passed (1 re-inspection, 1 mainline) and 1 failed (title holding escrow)

Pennsburg- there were a total of 2 inspections. Both passed.

Red Hill- there were a total of 9 inspections. All 9 passed.

### **Collection System Updates:**

- UMJA staff televised a total of 5,317 feet in the month of April.
- UMJA continues to do meet and greets. SSM will be providing UMJA with some assistance to fine tune the program.
- The Pennsburg Pump Station flow meter will be installed in June.
- UMJA found a leaking manhole in Red Hill causing a lot of flow to enter the system. We were able to patch it temporarily until we have a contractor repair it. This find was causing excessive flow at the Cedar Knoll Pump Station.



XVI. UNFINISHED BUSINESS

None.

XVII. NEW BUSINESS

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

1. Resolution 2022-07 to Authorize the Destruction of Certain Enumerated Financial and Business Records.
2. Performance Pipelining Inc.– Red Hill and East Greenville T-Lining Project in the amount of \$559,176.32
3. Performance Pipelining Inc. – Red Hill and East Greenville T-Lining Project in the amount of \$494,283.76
4. Sludge Hauling Bid – Awarding Bid to Denali Water Solutions. \$24.75/ton for landfill disposal and \$48.80/ton for land application disposal.

Mr. Ritchey seconded the motion and it was approved.

XVIII. ADJOURNMENT

Mr. Pugh made a motion to adjourn the meeting.

Mr. Ingram adjourned the public meeting at 8:40 p.m.

Respectfully submitted,

  
Secretary (Assistant Secretary)

Meeting Date:

May 10, 2022

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

April 30, 2022

| Account Name                  | last 4 digits of acct # | Beginning Balance | Deposits     | Withdraws | Interest Earned | Ending Balance |
|-------------------------------|-------------------------|-------------------|--------------|-----------|-----------------|----------------|
| Red Hill Garage - Sands       | 0619                    | -                 | 1,759.27     |           | 0.06            | 1,759.33       |
| Fox Clearing (Glenwood Chase) | 0627                    | -                 | 1,711.89     |           | 0.06            | 1,711.95       |
| Perkiomen School              | 0635                    | -                 | 1,314.60     |           | 0.05            | 1,314.65       |
| Silver Rhino                  | 0643                    | -                 | 9,456.16     |           | 0.33            | 9,456.49       |
| Engle - failed lateral        | 0650                    | -                 | 25.00        |           | -               | 25.00          |
| McIntosh - Pennsburg          | 0668                    | -                 | 6,414.93     |           | 0.22            | 6,415.15       |
| Jefferson Street O&M          | 0676                    | -                 | 29,291.78    |           | 1.00            | 29,292.78      |
| P&B Partitions                | 0684                    | -                 | 1,140.62     |           | 0.04            | 1,140.66       |
| Pennsburg Shopping Center     | 0692                    | -                 | 5,288.25     |           | 0.18            | 5,288.43       |
| HG Properties (Construction)  | 0700                    | -                 | 6,314.66     |           | 0.22            | 6,314.88       |
| HG Properties (Professional)  | 0718                    | -                 | 100.17       |           | 0.01            | 100.18         |
| Stillwater - Hendricks        | 0726                    | -                 | 26,550.30    |           | 0.91            | 26,551.21      |
| Lateral Projects              | 0734                    | -                 | 749.57       |           | 0.03            | 749.60         |
|                               |                         | \$ -              | \$ 90,117.20 | \$ -      | \$ 3.11         | \$ 90,120.31   |

| INCOME                      |        | 2021-2022 Budget       | Total to Date          | %           | April                | March                | February             |
|-----------------------------|--------|------------------------|------------------------|-------------|----------------------|----------------------|----------------------|
| Rentals                     | 364.10 | 3,317,850.00           | 3,472,375.01           | 105%        | 255,535.85           | 360,238.62           | 262,487.07           |
| EDU's                       | 364.20 | -                      | 208,525.00             |             | -                    |                      |                      |
| Certifications              | 364.30 | 6,000.00               | 7,025.00               | 117%        | 325.00               | 600.00               | 425.00               |
| Laterals                    | 364.40 | 12,000.00              | 23,950.00              | 200%        | 800.00               | 2,300.00             | 2,400.00             |
| Other Income                | 364.50 | -                      | 7,569.26               |             | -                    |                      |                      |
| Inspections                 | 364.60 | -                      | 29,754.70              |             | 660.80               | 400.00               |                      |
| Legal Fee Reimbursement     | 364.70 | -                      | -                      |             | -                    |                      |                      |
| FOG Program                 | 364.80 | -                      | 1,125.00               |             | 450.00               | 675                  |                      |
| Interest Income             | 341.10 | 3,000.00               | 7,894.46               | 263%        | 558.84               | 434.50               | 402.95               |
| Cell Tower Income           | 342.53 | 22,304.00              | 31,662.02              | 142%        | 2,666.33             | 2,666.33             | 2,666.33             |
| <b>TOTAL MONTHLY INCOME</b> |        | <b>\$ 3,361,154.00</b> | <b>\$ 3,789,880.45</b> | <b>113%</b> | <b>\$ 260,996.82</b> | <b>\$ 367,314.45</b> | <b>\$ 268,381.35</b> |

*Ryan Pugh*

Ryan Pugh, Treasurer

Meeting Date:

May 10, 2022


Treasurer's Report - Account Balances as of

April 30, 2022

## Uninvest Accounts

| Account Name                | last 4 digits of<br>acct # | Beginning Balance      | Deposits               | Withdraws                 | Interest Earned  | Ending Balance       |
|-----------------------------|----------------------------|------------------------|------------------------|---------------------------|------------------|----------------------|
| Operating Checking          | 7514                       | 3,485.89               | 518,497.24             | (451,071.58)              | 3.44             | 70,914.99            |
| Repurchase Operating        | 0153                       | 55,000.00              | 215,000.00             | (270,009.10)              | 9.10             | 0.00                 |
| Rental Income               | 7480                       | 261.87                 | 389,613.42             | (282,157.76)              | 4.07             | 107,721.60           |
| Repurchase Rentals          | 0179                       | 10,000.00              | 150,000.00             | (160,006.82)              | 6.82             | (0.00)               |
| Rental - Credit Card Income | 7548                       | 388.91                 | 60,037.30              | (32,638.05)               | 2.07             | 27,790.23            |
| Capital Account             | 7522                       | 34,490.24              | 2,666.33               | -                         | 5.91             | 37,162.48            |
| Special Checking            | 7506                       | 1,109.16               | 4,661,461.08           | (4,608,085.72)            | 86.37            | 54,570.89            |
| Repurchase Special Cking    | 0161                       | 65,000.00              | 430,000.00             | (495,017.98)              | 17.98            | 0.00                 |
| Revenue Fund                | 5061                       | 858,880.49             | 166,300.73             | (1,025,206.30)            | 25.08            | (0.00)               |
| Bond Redemption             | 7498                       | 3,856.77               | -                      | (3,857.10)                | 0.33             | 0.00                 |
| Repurchase Bond Redemp      | 0146                       | 1,049,310.16           | -                      | (1,049,412.20)            | 102.04           | (0.00)               |
| Depreciation Reserve        | 5087                       | 421,969.50             | 5,475.00               | (427,456.70)              | 12.20            | (0.00)               |
| Debt Service Fund           | 7530                       | 605,529.96             | 100,633.67             | (706,237.72)              | 74.09            | 0.00                 |
| Deb Service Reserve Fund    | 5079                       | 1,209,382.92           | -                      | (1,209,417.71)            | 34.79            | (0.00)               |
| <b>Totals</b>               |                            | <b>\$ 4,318,665.87</b> | <b>\$ 6,699,684.77</b> | <b>\$ (10,720,574.74)</b> | <b>\$ 384.29</b> | <b>\$ 298,160.19</b> |

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



**Ryan Pugh, Treasurer**

Meeting Date:

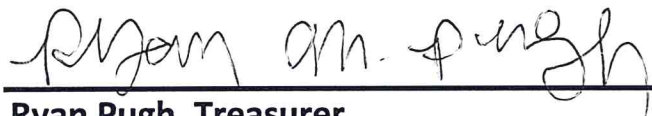
May 10, 2022

Treasurer's Report - Account Balances as of

April 30, 2022

## Univest Escrow Accounts

| Account Name                  | last 4 digits of<br>acct # | Beginning Balance    | Deposits        | Withdraws              | Interest Earned | Ending Balance   |
|-------------------------------|----------------------------|----------------------|-----------------|------------------------|-----------------|------------------|
| P&B Partitions                | 2971                       | 1,140.58             | -               | (1,140.62)             | 0.04            | 0.00             |
| Pennsburg Shopping Center     | 3615                       | 5,288.10             | -               | (5,288.25)             | 0.15            | 0.00             |
| Jefferson Street O&M          | 5297                       | 29,290.94            | -               | (29,291.78)            | 0.84            | (0.00)           |
| HG Properties (Construction)  | 6253                       | 6,314.48             | -               | (6,314.66)             | 0.18            | (0.00)           |
| HG Properties (Professional)  | 6261                       | 635.15               | 65.00           | (700.17)               | 0.02            | 0.00             |
| Perkiomen School              | 6881                       | 1,314.57             | -               | (1,314.60)             | 0.03            | 0.00             |
| Stillwater - Hendricks        | 7954                       | 26,978.27            | -               | (26,979.05)            | 0.78            | 0.00             |
| Red Hill Garage - Sands       | 8101                       | 1,759.22             | -               | (1,759.27)             | 0.05            | 0.00             |
| Fox Clearing (Glenwood Chase) | 8275                       | 2,668.82             | -               | (2,668.89)             | 0.07            | 0.00             |
| McIntosh - Pennsburg          | 8515                       | 6,414.75             | -               | (6,414.93)             | 0.18            | (0.00)           |
| Hendricks (704 Mont Ave)      | 8564                       | 11,846.90            | -               | (11,848.11)            | 1.21            | (0.00)           |
| Engle - failed lateral        | 9588                       | 7,777.91             | -               | (7,778.14)             | 0.23            | (0.00)           |
| Silver Rhino                  | 0347                       | 9,491.89             | -               | (9,492.16)             | 0.27            | (0.00)           |
| Lateral Projects              | 0313                       | 824.64               | -               | (824.66)               | 0.02            | 0.00             |
|                               |                            | <b>\$ 111,746.22</b> | <b>\$ 65.00</b> | <b>\$ (111,815.29)</b> | <b>\$ 4.07</b>  | <b>\$ (0.00)</b> |




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**Ryan Pugh, Treasurer**

Meeting Date May 10, 2022

Treasurer's Cash Report - Payroll - April 2022

Payroll - EFT transfers (Automatic withdraw)

Table with columns: Pay Date, Check #, NAME & DESCRIPTION, Account, AMOUNT. Rows include payroll entries for 4/7, 4/14, 4/21, and 4/28/2022, and a total for the month of \$59,825.75.

Handwritten signature of Ryan M. Pugh and printed name: Ryan M. Pugh, Treasurer/Leon Ritchey, Asst Treasurer