

UPPER MONTGOMERY JOINT AUTHORITY  
MINUTES OF JUNE 13, 2023 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday June 13th, 2023 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 7:05 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

Also, in attendance were:

Jennifer Leister, Executive Director  
Gregory Philips, Yergey, Daylor, Allebach, Scheffey, Picardi, Solicitor  
Jamie Lorah, SSM Group

VI. VISITORS

Mary and David Garber – 502 Macoby Street, Pennsburg

VII. PUBLIC COMMENT PERIOD

Mr. and Mrs. Garber addressed the Board of Directors about the 5<sup>th</sup> Street pump station which

is close to their residence in Pennsburg. Mr. and Mrs. Garber expressed concerns about an odor that is being omitted from the area around the pump station as well as the noise level of the generator when it is running. Mrs. Leister noted that the Authority operators remove grease from the pump station and service it weekly. She agreed to investigate the sewer lines surrounding the stations and investigate the odor. Mrs. Leister will obtain a quote for solid panel fencing to help mask the odor and noise level of the generator. Mr. and Mrs. Garber agreed to record the dates and times of when they notice the odor and provide the Authority with the data while Mrs. Leister works to find a solution.

## VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the May 9th, 2023 meeting had been distributed previously and presented tonight. Mr. Ingram asked if there were any corrections to the minutes. Mrs. DeJesus 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. Ritchey and it was approved.

## XI. FINANCIAL REPORTS

The Financial Reports were circulated for review and discussed.

## XII. BILLS FOR PAYMENT

Mr. Ritchey 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

### 1. Miscellaneous Services (.2023)

- **RECAP:** In December 2022, SSM submitted two (2) separate CFA Grant Applications:
  - The ***PA Small Water & Sewer Grant Application*** was submitted in the amount of **\$423,576.<sup>00</sup>** for the ***Lateral Lining and Rehabilitation Project: East Greenville & Pennsburg***; the Authority's contribution would be **\$74,749.<sup>50</sup>**



- The **H2O Grant Application** was submitted in the amount of **\$1,377,520.<sup>00</sup>** for the **WWTP Digester and Thickener Improvements Project**. The total cost of the **WWTP Project** is estimated to be **\$2,066,470**; the Authority is committing to a contribution of **\$688,950.<sup>00</sup>**.
- **UPDATE:** CFA has sent confirmation that the Grants *may* be awarded in July or September 2023.
- **Technical Assistance** – has been offered by the PA DEP and Pennvest to UMJA for consulting and engineering services related to technical projects that may require eventual funding by Pennvest. Projects that had been discussed included the Alternatives Analysis and the WWTP Biosolids Evaluation. Proposals and other information were provided this past month to Gannett Fleming for submission to Pennvest.

## 2. Glenwood Chase Development (.0004)

- **RECAP:** All gravity sanitary sewers and force mains have been installed, all laterals have been installed to the right-of-way lines, and the remaining force main has been installed and tested. SSM is inspecting the construction of the pumping station and visited the site to inspect the work completed.
- **UPDATE:** **Bond Reduction Request No. 2** was provided this past month for work completed on the sanitary sewer mains and laterals, force main, and the pumping station. We are recommending a **Bond Reduction Request** in the amount of **\$145,917.44** for the sanitary sewer improvements. Work at the pumping station is not yet complete, and some additional testing is required on the sewer mains.

## 3. 300 Penn Street – Pennsburg (Silver Rhino Holdings, LLC) (.0006)

- **UPDATE:** The new sewer lateral, low-pressure force main, and pumping station were installed on site this past week. This work is currently being inspected, and testing is being conducted on site. The leak testing of the laterals and low-pressure force main passed inspection.

## 4. Still Waters Tract (.0007)

- **RECAP:** The Developer had requested an escrow release in July. As-Built drawings have been provided and have been approved, as well as signed Certifications for Phase I and II. Funds in the amount of \$16,296 or more are expected to be held for the Maintenance Escrow during the 18-month maintenance/warranty period. Typically, the Solicitor requires 15% of the total work completed. At this time, we are not recommending a release of the remaining funds, as this can be used for the Maintenance Bond.

## 5. Developer Review – Kershner Tract (.0011)

- **RECAP:** The Plan Set was reviewed for the Kershner (Weaver) Tract (a.k.a. Kershner Village LLC) development located in Red Hill Borough and Upper Hanover Township. The proposed Village is expected to contain 33 single family homes and 32 townhomes

(65 total connections/EDUs), in addition to its own pumping station. The development is proposing to connect to Manhole MH R-21, which is the same manhole being utilized by the Glenwood Chase Development.

- **UPDATE:** We have recently performed *Plan Review No. 4*, and we are preparing our response to the developer. A **CMP** will eventually be issued to the PA DEP for this development as part of the Sewage Planning Module submission.

#### **6. Developer Review – 1012 Schoolhouse Rd (.0012)**

- **RECAP:** Revised Plan Sets were submitted and were reviewed for 1012 Schoolhouse Road. The developer wishes to add a grinder pumping station and sanitary sewer connection to the property and make it into a residential home. The Plans were reviewed, and comments were issued to the developer. The DEP Planning Department has waived Sewage Planning requirements for the sewer connection due to a malfunctioning on-lot system. We are still awaiting a response relative to the easement across the nearby property.

#### **7. Developer Review – P&B Partitions (.0015)**

- **RECAP:** Last month, the *Connection Management Plan (CMP)* was provided for Planning Module submission to the PA DEP. This is for the warehouse and office facility to be located off of 6<sup>th</sup> Street and St. Paul's Church Road in Upper Hanover Township. The Plan Set shows a grinder pump will be needed in order to connect to the 10" diameter gravity sewer at Manhole MH# R515 in Red Hill Borough (off of 6<sup>th</sup> Street).

#### **8. Colonial Village Survey – Phase I (.0016)**

- **RECAP:** SSM conducted a survey the week of March 6<sup>th</sup> in the area of Colonial Village, which recently had a sewer main dig-up and repair. This was in the 500 Block of 3<sup>rd</sup> Street and a small portion of 4<sup>th</sup> Street and Blaker Drive, where fencing and sheds are installed within the sanitary sewer easement at the back of these properties. The sanitary sewer easement was surveyed and marked by way of stakes as part of this work. Customers with conflicts in the sewer easement are being contacted by Authority staff in order to resolve this situation. There are still two (2) properties which will need sanitary easements within their deeds.

#### **9. Custom Processing Services (CPS) Inspection - (.0017)**

- **RECAP:** SSM conducted an inspection of this Commercial Aqueous Solutions processing facility, located on State Street in East Greenville, on March 28<sup>th</sup>. This is an industrial customer that wishes to add 150 gpd of residual wash water to their sanitary sewer discharge. The chemicals currently being processed are Herbicides and Wood Preservatives, both with moderate to high level toxicity to fish and plant life. The customer



is looking for approval to connect this additional waste stream, but sampling would be required.

- **RECAP:** The Authority Executive Director has been in touch with Aqua PA, who provided a letter with regard to the acceptance of this waste. If accepted, there may be a need to request approval from the PA DEP for acceptance of this waste, which could change Permit limitations for the WWTP.

#### 10. Developer Review – XTREME Flippers, LLC (.0018)

- A Plan Set was received and reviewed by SSM, but the plans did not contain sewer lines for the properties. These Plans will need to be updated if the developer proceeds with the proposed development.

#### 11. Developer Review – New Student Center - Perkiomen School (.0019)

- A Plan set was submitted for the new Student Center to be constructed on the Perkiomen School site. The new building proposes a new sewer lateral with a Fiberglass Reinforced Plastic Grease Interceptor. *Review No. 1* was prepared for this proposed building sewer and will be sent out later this week.

#### 12. LSA Grant Administration (.0020)

- **RECAP:** One (1) LSA Grant was awarded to UMJA at the March 16, 2023 Meeting of the CFA in the full amount of \$149,952.<sup>13</sup> for the WWTP Improvements Project. The Contract has been obtained from the CFA. This past month, we requested new proposals for several of the components to include the security equipment, sludge transfer pumps, level sensors, and the rebuilding of the existing final clarifier. We are still awaiting some of these revised proposals.
- **UPDATE:** The LSA Grant Contract was obtained this past month, and we have been working with the vendors to obtain revised proposals prior to authorizing the work. This work order is for Grant Administration and engineering associated with these projects, as well as the preparation and submission of DCED Reimbursement Applications. Our work under this project is reimbursable under the Grant.

### XIV. SOLICITOR'S REPORT

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

a. Nothing to report this month.

2. **Collection of Delinquent Accounts.** Mr. Philips met with staff and worked with Mrs. Leister to reconcile and begin collection on the following accounts:

- a. Gugger Estate.  
Mr. Philips is in the process of drafting the Petition for Administration for this Estate.
- b. Hansell.  
Mr. Philips communicated with the Hansell's attorney regarding the outstanding debt. Counsel has indicated that the Hansell's can be difficult and that the Authority should do what it needs to do.
- c. Santiago.  
Mr. Philips drafted corrections to the quarterly invoice to reflect the terms of the repayment agreement. Mr. Philips worked with Staff and Ms. Santiago to ensure that the initial payments were made.
- d. Wild.  
Mr. Philips filed a municipal claim against Mr. Wild's property to secure the outstanding balance.

### 3. **Development Plans.**

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

- a. Glenwood Chase.  
Sewer main and lateral installation appears to be completed. Next milestone for UMJA is to prepare the Deed of Dedication and Bill of sale for the Subdivision.
- b. Railroad Street Subdivision.  
Nothing new on this Subdivision.
- c. Still Waters Tract Subdivision.  
Nothing new on this Subdivision.
- d. 6<sup>th</sup> Street Subdivision – Macintosh Homes.  
Nothing new on this Subdivision.
- e. Jefferson Street O&M.  
Nothing new on this Subdivision.
- f. Kershner Village LLC.  
Mr. Philips reviewed correspondence between the developer and the Authority Engineer regarding the resubmission of plans.
- g. 300 Penn Street (Silver Rhino).  
Nothing new on this Subdivision.
- h. 400 Main Street.  
Nothing new on this Subdivision.
- i. 1012 School House Road.  
Mr. Philips is awaiting the easements from the Church and the Perkiomen School.

- j. Perkiomen Heights.  
Nothing new on this potential project.
- k. P and B Partitions.
- l. Nothing new on this project.

#### **General Counsel Services.**

- a. Custom Processing Services, Inc.  
Mr. Philips worked with Mrs. Leister and the Authority Engineer to obtain the information necessary to prepare a letter denying CPS' request to process 150 gallons per day of CPS' wash water. Mr. Philips drafted the letter and circulated to the Board for review and comment. Mr. Philips sent the denial letter to CPS on May 10, 2023.
- b. Solar Energy Panels.  
Mr. Philips reviewed the SRE Contract, drafted revisions to the contract and attended a TEAMS Meeting with SRE Rep. Seth Berry and SRE's corporate counsel to go over the changes. Reviewed and made further revisions to the SRE Contract. Mr. Philips spoke with Upper Hanover Township Manager regarding the Board of Supervisor's desire to expand their zoning ordinance to include the type of solar panel installation contemplated.
- c. Verizon Cell Tower Lease.
- d. Mr. Philips sent a follow up email to Verizon regarding the amended lease. No response as of yet. Mr. Philips to continue to follow up with Verizon.
- e. Resolutions.  
Mr. Philips drafted Resolutions to adopt new tapping fees, sewer rental fees and the destruction of agency documents in accordance with Municipal Records Manual.

#### **XV. EXECUTIVE DIRECTOR'S REPORT**

##### **Treatment Plant Information**

Rainfall: 0.213". There were no Sanitary Sewer Overflows or Violations.

##### **Committee Information**

No meetings this month.

##### **Escrows**

Pennsburg Borough closed an escrow on May 1, 2023. There were no opened escrows this month.



### **Other General Information**

The Biosolids Dryer is up and running.

### **Lateral Inspections**

In the month of May UMJA inspected 10 laterals.

Red Hill- 3 total- all passed

East Greenville- 6 total- (2) failed for heavy scaling and (4) passed.

Pennsburg 1- failed due to a sag in the pipe. (Will be replace in July)

### **Pump Stations**

Red Hill Estates sump pump line was repaired by Steve's Bobcat. A sump pump was added to the dry pit and electric repaired by UMJA.

### **Main Line Lining**

Red Hill 260 feet completed (East 6<sup>th</sup> and West 3rd)

Pennsburg 575 feet completed. (Jackson Street and West 5<sup>th</sup>)

East Greenville 356 feet completed. (3<sup>rd</sup> Street)

Mrs. Leister requested that the Board members consider changing the September meeting date from Tuesday 12<sup>th</sup> to Tuesday 3<sup>rd</sup> due to scheduling conflicts. The board agreed to change the meeting date to September 3<sup>rd</sup> at 7:00 p.m.

## **XVI. UNFINISHED BUSINESS**

Mrs. Paul made a motion to approve the contract with Solar Renewable Energy, LLC and authorize the Executive Director to execute once presented. Mr. Pugh seconded the motion and it was unanimously approved.

## **XVII. NEW BUSINESS**

Mr. Gaudreau made a motion to approve Bond Reduction Request No. 2 for Glenwood Chase in the amount of \$145,917.44. Mrs. DeJesus seconded the motion and it was unanimously approved.



Mr. Pugh made a motion to update the Authority Open Records Officers to Jennifer Leister and Marie Pellegrino. Mrs. DeJesus seconded the motion and it was unanimously approved.

XVIII. ADDITIONAL BUSINESS

None.

XIX. ADJOURNMENT

Mr. Ingram adjourned the public meeting at 8:31 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Secretary (Assistant Secretary)