

UPPER MONTGOMERY JOINT AUTHORITY
MINUTES OF MAY 9, 2023 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday May 9th, 2023 in the office of the Plant Administration Building, Mensch Dam Road, Pennsburg, Pennsylvania.

I. EXECUTIVE SESSION

None.

II. CALL TO ORDER

Mr. Ingram, Chair called the meeting to order at 7:00 p.m.

III. PLEDGE OF ALLEGIANCE

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

V. ROLL CALL

Gregory Gaudreau, Assistant Secretary, called the roll. The following board members were present:

William Ingram
Ryan Pugh
Donna Paul - absent
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
Dave Busch, Keystone Alliance Consulting

VI. VISITORS

None.

Dave Busch from Keystone Alliance Consulting, outlined the tapping fee calculation for the sewer system in accordance with Pennsylvania Act 27 of 2003.

VII. PUBLIC COMMENT PERIOD

None.

VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the April 11, 2023 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. Mrs. DeJesus seconded the motion and it was approved.

XIII. ENGINEER'S REPORT

1. **Miscellaneous Services (.2023)**

- **RECAP:** SSM prepared two (2), separate **Local Share Account (LSA) Grant Applications** for the Authority in March 2022. 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.

- **RECAP: One (1) LSA Grant was awarded to UMJA at the March 16, 2023 Meeting of the CFA in the full amount of \$149,952.¹³ for the WWTP Improvements Project** to include: procurement and installation of process, treatment, pumping, and security equipment for the plant. This includes: two (2) new primary sludge transfer pumps and sludge blanket level sensors, as well as rebuild of the existing final clarifier and installation of security equipment throughout the plant.
- **UPDATE:** The Contract is pending, but work can be ordered per the DCED. Reimbursement Applications can be prepared by SSM under the “Grant Administrative fee,” and the Authority will be reimbursed. We are opening a new project for this.
- **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 \$423,576.⁰⁰ for the **Lateral Lining and Rehabilitation Project: East Greenville & Pennsburg**; the Authority’s contribution would be \$74,749.⁵⁰.
 - The **H2O Grant Application** was submitted in the amount of \$1,377,520.⁰⁰ 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 \$688,950.⁰⁰.
 - **UPDATE:** CFA has sent confirmation that the Grants *may* be awarded in July or September 2023.
- **UPDATE:** SSM previously suggested applying for a Grant for the **Act 13 Program** through the DCED for **Act 537 Plan Updates**. This is for re-rating the WWTP to its full 2.77 MGD Design Capacity. This Grant is tabled for now, but the Applications can be submitted by May of each year.
- **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. It does not appear that the Alternatives Analysis can be completed under this program. SSM has no additional updates on this.
- **Emergency Response Plan (ERP) and Vulnerability Assessment (VA, or Risk & Resilience Assessment)** for the WWTP – SSM prepared an updated the WWTP’s **ERP** and **VA** for submittal to the USDA. This was a requirement of the USDA loan. Copies have been forwarded to the Authority.

2. Glenwood Chase Development (.0004)

- **UPDATE:** 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 this past month. SSM is also inspecting the construction of the pumping station and visited the site on May 1st to inspect the work completed.

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

- **UPDATE:** The installation of the new sanitary sewer lateral was on hold due to an elevation issue with the existing lateral. Once updated costs were obtained for the E/One Pumping Station, the Developer has requested the ability to install the Liberty Pumping Station that was originally presented. This was approved this past month due to the fact that the new Standard Details were adopted following the original Pumping Station submission.

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.
- **RECAP:** This development is showing connection to Manhole MH R-21, which is the same manhole being utilized by the Glenwood Chase Development. The Development Plans and Pumping Station Plan Set have been reviewed and have been returned to the Developer. We are awaiting final Plans for review. 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 - Tosco's Italian Delight (.0014)

- **UPDATE:** The final Plan Set was submitted and was approved this past month for a 1,000-gallon grease interceptor to be installed outside the Tosco's Italian Delight.

8. Developer Review – P&B Partitions (.0015)

- **UPDATE:** This past 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 6th 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 6th Street).

9. Colonial Village Survey – Phase I (.0016)

- **RECAP:** SSM conducted a survey the week of March 6th in the area of Colonial Village, which recently had a sewer main dig-up and repair. This was in the 500 Block of 3rd Street and a small portion of 4th 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.

10. 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 28th. This is an industrial customer that wishes to add residual wash water to their sanitary sewer discharge. The inspection determined that the solution/wash water is produced during wash down of dry chemicals from processing equipment. It is expected to be a dilute discharge of about 150 gallons per day (gpd). The chemicals currently being processed are Herbicides and Wood Preservatives, both with moderate to high level toxicity to fish and plant life. The Inspection Report was forwarded to Authority staff, along with photographs and copies of the SDS Sheets from the chemicals produced in the process. The customer is looking for approval to connect this additional waste stream, but sampling would be required.
- **UPDATE:** The Authority Executive Director has been in touch with Aqua PA and may have some additional information to provide relative to the acceptance of this waste. Also, 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. We are looking for direction from the Authority relative to this.

Mrs. Leister shared with the board a letter that she received from Amanda Obosnenko, Environmental Specialist with Aqua Pennsylvania, Inc. Ms. Obosnenko's letter stated that Custom Processing's wash water may include harmful chemicals that could impact both water quality and wildlife in Green Lane reservoir. After discussion, the board established that they agree with Ms. Obosnenko's letter and are not in favor of permitting Custom Processing Services to discharge to the treatment plant. Mr. Philips agreed to forward correspondence to Mr. Lehr outlining the boards decision.

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 reviewed the Bankruptcy and Montgomery County Dockets for information of other debts; Mr. Philips drafted recommendations for the board and is proceeding with preparing documents to open and estate.

b. Hansell.

Mr. Philips communicated with the Hansell's attorney regarding the outstanding debt and provided him with a copy of the outstanding balance and offered a re-payment plan. Mr. Philips is still waiting for a response.

c. Santiago.

Mr. Philips revised the Agreement with Ms. Santiago to reflect the Board's waiver of Penalty and interest and payment terms for the outstanding balance. Mr. Philips communicated the final draft to Ms. Santiago who executed the agreement and made the initial payment.

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.

Mr. Philips reviewed Developer emails, and receive the maintenance agreement from Developer's attorney; Board Executed the maintenance agreement. The Deed of Dedication is fully executed and was filed with the Montgomery County Recorder of Deeds.

- d. 6th Street Subdivision – Macintosh Homes.
Nothing new on this Subdivision.
- e. Jefferson Street O&M.
Nothing new on this Subdivision.
- f. Kershner Village LLC.
Nothing new on this Subdivision.
- g. 300 Penn Street (Silver Rhino).
Review Developer's Letter of Credit in light of ongoing professional services expenses and the Failure of First Republic Bank.
- h. 400 Main Street.
Development plans appear to be changing along with the EDU count. Mr. Philips to prepare agreements once plans are finalized.
- i. 1012 School House Road.
Mr. Philips is awaiting the easements from the Church and the Perkiomen School.
- j. Lakeview Terrace (Pennsburg Stormwater Project).
The Project is complete.
- k. Perkiomen Heights.
Nothing new on this potential project.
- l. P and B Partitions.
Mr. Philips received the Engineer's review documents and will prepare a sewer connection agreement.

General Counsel Services.

- a. Enforcement of Sanitary Easements at Colonial Village.
Mr. Philips worked with Mrs. Leister to resolve issues of obstructions in the easement at the Colonial Village Development. Mr. Philips sent notice letters to 31 homeowners in the 400 block of Blaker Drive. Mr. Philips has been fielding calls and emails from the homeowners. Most are unaware that an easement runs through their property. This block contains a number of rental units and most of the owners are cooperative and want to comply.
- b. Solar Energy Panels.
Mr. Philips reviewed the SRE Energy Contract and reached out to the vendor to discuss the legal issues that need to be addressed. There are significant issues in the contract that need to be addressed prior to adoption. Mr. Philips also

reviewed the proposal provided by a 2nd vendor to compare the offers and forward those comments onto the Board Chair.

c. Verizon Cell Tower Lease.

Mr. Philips is waiting on Verizon to comment on the revisions that were made to the amended contract forwarded by Verizon. Mr. Philips to follow up with Verizon.

XV. EXECUTIVE DIRECTOR'S REPORT

Treatment Plant Information:

Rainfall: 2.64" There were no Sanitary Sewer Overflows or Violations.

Committee Information:

Safety committee met on April 26, 2023.

Escrows:

Pennsburg Borough opened an escrow on April 6, 2023. There were no closed escrows this month.

Other General Information:

The EPS Wet Well building roof was replaced on April 3, 2023.

The Biosolids Dryer is scheduled to be repaired the week of April 24, 2023. We have had 2 successful batch runs.

The Utility water pump was repaired and put back into service.

Biosolids Analysis Study, no update from the technical assistance application.

Dutchland Inc. came out to repair the activated sludge tank after we found some cracks and areas of concern.

We took a final clarifier offline to inspect it. It was built in 1988. There is some lifting of the concrete on the floor of the tank. We had two contractors take a look at it. The structural recommendation was to leave it as is. This clarifier was part of the grant to have its mechanical part rebuilt.

Lateral Inspections:

In the month of April, 10 laterals were inspected.

- East Greenville- 6 (1 Failed)
- Pennsburg- 2
- Red Hill-2

Collection System Updates:

An Annual service of the High flow Godwin pumps was done at Pennsburg pump station and Red Hill Gun Club.

Four flow meters have been relocated to further investigate high flow events in the Red Hill Gun Club interceptor and the surrounding Red Hill Watershed.

Five total manholes that were found to have I&I received Obic manhole rehabilitation. Four in East Greenville and one in Pennsburg.

XVI. UNFINISHED BUSINESS

None.

XVII. NEW BUSINESS

Mr. Philips presented Resolutions 2023-02, 2022-03, and 2023-04 to the board for consideration.

Mr. Pugh made a motion to approve Resolution 2023-02 providing for the imposition of connection fees, customer facilities fees and tapping fees upon owners who connect or are required to connect to the sanitary sewer system operated by Upper Montgomery Joint Authority. Mrs. DeJesus seconded the motion and it was approved.

Mr. Pugh made a motion to approve Resolution 2023-03 modifying the rates charges for public sewer provided by the Upper Montgomery Joint Authority; providing for the repeal of inconsistent and conflicting resolutions; and providing an Effective Date. Mr. Gaudreau seconded the motion and it was approved.

Mr. Gaudreau made a motion to approve Resolution 2023-04 to authorize the destruction of certain enumerated financial and business records. Mrs. DeJesus seconded the motion and it was approved.

XVIII. ADDITIONAL BUSINESS

None.

XIX. ADJOURNMENT

Mr. Pugh made a motion to adjourn the meeting.

Mr. Ingram adjourned the public meeting at 8:54 p.m.

Respectfully submitted,

DocuSigned by:

Donna Paul

Secretary (Assistant Secretary)

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Marie Pellegrino

mpellegrino@umja.org

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Required hardware and software

Operating Systems:	Windows2000↵ or WindowsXP↵
Browsers (for SENDERS):	Internet Explorer 6.0↵ or above
Browsers (for SIGNERS):	Internet Explorer 6.0↵, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> ò Allow per session cookies ò Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

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