

UPPER MONTGOMERY JOINT AUTHORITY
MINUTES OF AUGUST 8, 2023 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday August 8th, 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

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

Curtis Teele – 743 Morris Road, East Greenville

VII. PUBLIC COMMENT PERIOD

Mr. Teele requested permission to access the property at the pump station in Colonial Village.
Mr. Teele explained that he recently purchased a boat that he stores behind his property at

743 Morris Road, East Greenville. He typically moves the boat to the street but occasionally it is blocked by cars. In the case when the road is impassable, Mr. Teele would like to use UMJA's property to transfer the boat to the street. The board decided that it is a liability to have residents drive on the pump station property. In order to deter the residents from trespassing by transporting their boats or using the property as a dog park, the board requested the Executive Director acquire quotes for new fencing.

VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the July 11th, 2023 meeting had been distributed previously and presented tonight. Mr. Ingram asked if there were any corrections to the minutes. MR. Ritchey made a motion to approve the minutes and Mr. Pugh seconded the motion. The Minutes were approved.

X. TREASURER AND INTEREST REPORTS

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

XI. FINANCIAL REPORTS

The Financial Reports were circulated for review and discussed.

XII. BILLS FOR PAYMENT

Mrs. DeJesus 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. Ritchey 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 **\$423,576.⁰⁰** 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 may award grants now at its September 2023 meeting.
- **Technical Assistance** – had 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. We were told last month that the program has been “paused,” and we have requested an update relative to UMJA’s application several times. We have not yet received a response.

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. SSM is inspecting the construction of the pumping station and visited the site to inspect the work completed. *Bond Reduction Request No. 2* was approved last month.
- **UPDATE:** The sewer manholes have all been tested and have now passed inspection. SSM continues to inspect the installation of the house laterals and cleanouts, as needed. So far, six (6) laterals have been inspected and have passed inspection. Work at the pumping station is nearly complete, and we have reached out to MGK relative to our inspection findings. We have been told to contact Keystone regarding the requested changes; we are awaiting response. There is no sump pump in the valve pit; we are recommending that one be added, as there is seepage into this vault. Currently, there is a line that will enter the Wet Well with a tideflex valve at the end. We are concerned if there is a surge situation in the Wet Well, and we are awaiting response.

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

- **UPDATE:** The Letter of Credit release letter was issued to Silver Rhino Holdings following last month’s meeting.

4. Still Waters Tract (.0007)

- **RECAP:** The Developer had requested an escrow release last 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 Sets were 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:** The third set of plans for the Pumping Station are currently under review by SSM's Structural Engineering group. This set of plans contains the Geotechnical Report. A review letter will be issued in the next week or two. The Sewage Planning Module was submitted to the PA DEP, and an extensive review letter from DEP was returned to the Developer. The Developer is currently addressing this letter. A **CMP** was issued to the Developer this past month as part of the planning approval.

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

- **UPDATE:** 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 have recently received submittals from the Contractor, and they are under review.

7. 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 were contacted by Authority staff in order to resolve this situation. There are still two (2) properties which will need sanitary easements within their deeds.

8. Custom Processing Services (CPS) Inspection - (.0017)

- **RECAP:** The Authority Executive Director had previously been in touch with Aqua PA, who provided a letter with regard to the rejection of this waste. There are no current updates relative to this.

9. 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 has been sent out.

10. LSA Grant Administration (.0020)

- **UPDATE:** 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*. The Contract has been obtained from the CFA. New proposals were received for each of the components to include the security equipment, sludge transfer pumps and installation, and the rebuilding of the existing final clarifier. Each of the proposals have

been signed, and the work may proceed. Our work under this project is reimbursable under the Grant.

11. WWTP Survey (.0021)

- A survey was conducted at the WWTP in order to properly site the new solar array. This is requirement of the Contract with Solar Renewable Energy, LLC. A site survey (CAD) plan was delivered to SRE last month, along with the legal description for use in the Contract.

12. The Globe Inn (.0022)

- A submittal for a 1,000-gallon Grease Interceptor is being proposed for the new restaurant at The Globe Inn. The Grease Interceptor was found to be acceptable, and a review letter is being sent relative to this.

XIV. SOLICITOR'S REPORT

1. Personnel.

- a. Nothing to report this month.

2. Collection of Delinquent Accounts.

Mr. Philips worked to collect outstanding debts on the following accounts:

- a. Gugger Estate.

Mr. Philips filed Petition to Show Cause why UMJA should not be appointed to administer the Gugger Estate. Petition was accepted by the Montgomery County Register of Wills. The Register of Will issued a Citation to the heirs of Mrs. Gugger. Next step is to see if anyone files a response to the Petition.

3. Development Plans.

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

- a. 1012 School House Road.

Mr. Philips reviewed the Developer's Documents presented to UMJA; Worked with Mrs. Leister regarding Upper Hanover Twp. Approval and request for connection permit; and discussed revisions requested by the developer to the connection agreement.

General Counsel Services.

- a. Solar Energy Panels.
Mr. Philips received the survey information to complete the agreement with SRE.
- b. Verizon Cell Tower Lease.
Mr. Philips reviewed the revised amended lease proposed by Verizon and returned it for additional revisions. Worked with Verizon's inhouse representative to make the changes that the Authority requires. UMJA still waiting for final draft of Amended Lease.

XV. EXECUTIVE DIRECTOR REPORT

Treatment Plant Information

Rainfall: 7.70." There were no Sanitary Sewer Overflows or Violations.

Committee Information

A safety meeting was held on August 1, 2023 (power tools and hand tool safety)

Escrows

Custom Processing closed on July 28, 2023.

Silver Rhino Holdings closed on July 28, 2023.

Other General Information

1011 Bayberry Drive Pennsburg Repairs took place on July 18, 2023.

Warminster Wastewater Treatment Plant came for a site visit to see the Hydro grit system.

UMJA held the open house for the three boroughs with much success.

Lateral Inspections- 10 Total

Red Hill - 6 Passed

Pennsburg - 1 Passed

East Greenville - 3 Failed

Collection System

A new Flygt pump was installed at Pennsburg pump station. The existing Gorman Rupp will serve as a backup to Red Hill Gun Club.

Obic Manhole Rehabilitation occurred on July 24-25, 2023. P509, P145, P450, R711, R712, P203, P231 we all coated.

XVI. UNFINISHED BUSINESS

Last month, Mrs. Leister discussed an odor issue coming from the Pennsburg Pump Station. To date, several steps have been taken to investigate the odor. Check valves were replaced, the wet well doors were sealed, the grease traps at the nearby Pennsburg Manor were inspected, and an odor block was placed in the wet well. In addition, several manholes were rehabilitated around the station. The sewer lines were also inspected. The odor still seems to be an issue, mostly noticeable to one resident on the weekends. UMJA will continue to investigate and come up with a solution.

XVII. NEW BUSINESS

None.

XVIII. ADDITIONAL BUSINESS

None.

XIX. ADJOURNMENT

Mr. Pugh made a motion to adjourn the meeting.
Mr. Ingram adjourned the public meeting at 8:33 p.m.

Respectfully submitted,



Secretary (Assistant Secretary)

Upper Montgomery Joint Authority

Meeting Date

August 08, 2023

Treasurer's Report - Account Balances as of

July 31, 2023

QNB Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Operating Checking	1284	115,756.73	158,767.81		(162,486.09)	28.02	112,066.47
Special Checking	1300	10,100.84	71,104.37		(71,072.95)	6.29	10,138.55
Rental Income	4741	235.97	193,166.19		(193,166.19)		235.97
Rental - Credit Card Income	2050	76.19	66,324.82		(66,324.82)	3.38	79.57
Revenue Fund	0478	666,982.54	302,978.95		(246,365.45)	636.23	724,232.27
Bond Redemption	0486	389,342.25			(67,556.20)	375.96	322,162.01
Depreciation Reserve	0494	206,495.53	5,475.00			232.43	212,202.96
Debt Service Fund	0544	307,743.07	100,663.67			420.37	408,827.11
Debt Service Reserve Fund	0551	1,210,807.44				1,337.20	1,212,144.64
Totals		\$ 2,907,540.56	\$ 898,480.81	\$ -	\$ (806,971.70)	\$ 3,039.88	\$ 3,002,089.55

QNB Escrow Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Fox Clearing (Glenwood Chase)	0627	74,575.88			(1,303.00)	66.93	73,339.81
Perkiomen School	0635	2,423.58			(38.00)	0.95	2,386.53
Jefferson Street O&M	0676	29,387.98				18.68	29,406.66
P&B Partitions	0684	485.07			(370.00)	0.09	115.16
Pennsburg Shopping Center	0692	5,309.10				2.11	5,311.21
Stillwater - Hendricks	0726	20,263.29				8.86	20,272.15
Lateral Projects	0734	12,141.73				5.31	12,147.04
Kershner Village	1526	1,171.47		(10.00)		0.47	1,161.94
Silver Rhino	1724	1,700.42			(1,700.63)	0.21	(0.00)
Steve's Bobcat - Schoolhouse Rd	1740	2,503.03	29,620.00			10.37	32,133.40
Steve's Bobcat - Tosco's Delight	2078	686.42				0.27	686.69
UHT Perkiomen Heights	2797	2,419.18				0.96	2,420.14
Custom Processing	2888	136.49			(136.54)	0.05	0.00
Globe Inn	3910	1,000.04				0.40	1,000.44
Totals		\$ 154,203.68	\$ 29,620.00		\$ (3,548.17)	\$ 115.66	\$ 180,381.17

Ryan AM. Pugh

Ryan Pugh, Treasurer

Treasurer's Report - Account Balances as of July 31, 2023

INCOME		2023-2024 Budget	Total to Date	%	July	June	May
Rentals	364.10	3,619,420.00	894,733.31	25%	256,584.70	343,424.80	294,723.81
EDU's	364.20		43,078.00		28,652.00	620.00	13,806.00
Certifications	364.30	6,000.00	1,240.00	21%	390.00	475.00	375.00
Laterals	364.40	20,000.00	100.00	1%		-	100.00
Other Income	364.50		12,266.56		11,927.12	339.44	
Inspections	364.60		5,350.00		2,450.00	2,100.00	800.00
Legal Fee Reimbursement	364.70		-			-	
FOG Program	364.80		675.00			450.00	225.00
Interest Income	341.10	6,000.00	9,633.83	161%	3,045.19	3,277.45	3,311.19
Cell Tower Income	342.53	26,000.00	8,238.96	32%	2,746.32	2,746.32	2,746.32
TOTAL MONTHLY INCOME		\$ 3,677,420.00	\$ 975,315.66	27%	\$ 305,795.33	\$ 353,433.01	\$ 316,087.32

Ryan M. Pugh
 Ryan Pugh, Treasurer

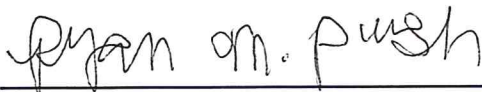
Meeting Date August 08, 2023

Treasurer's Cash Report - Payroll - July 2023

Payroll - EFT transfers

(Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
7/6/2023	EFT	Salaries (Net)	426.10	\$ 13,355.81
7/6/2023	EFT	Payroll taxes	201.50	\$ 5,185.22
7/6/2023	EFT	Paychex Fee	400.11	\$ 88.35
TOTAL				\$ 18,629.38
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7/13/2023	EFT	Salaries (Net)	426.10	\$ 11,203.18
7/13/2023	EFT	Payroll taxes	201.50	\$ 4,696.25
7/13/2023	EFT	Paychex Fee	400.11	\$ 92.80
TOTAL				\$ 15,992.23
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7/20/2023	EFT	Salaries (Net)	426.10	\$ 10,823.18
7/20/2023	EFT	Payroll taxes	201.50	\$ 4,504.68
7/20/2023	EFT	Paychex Fee	400.11	\$ 92.80
TOTAL				\$ 15,420.66
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7/27/2023	EFT	Salaries (Net)	426.10	\$ 10,759.16
7/27/2023	EFT	Payroll taxes	201.50	\$ 4,395.23
7/27/2023	EFT	Paychex Fee	400.11	\$ 92.80
TOTAL				\$ 15,247.19
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TOTAL EFT Transfers for month				\$ 65,289.46



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