

UPPER MONTGOMERY JOINT AUTHORITY
MINUTES OF JULY 11, 2023 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday July 11th, 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 - absent
Elizabeth DeJesus

Also, in attendance were:

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

VI. VISITORS

None.

VII. PUBLIC COMMENT PERIOD

None.

VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the June 13th, 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. Ritchey seconded the motion. The Minutes were approved.

X. TREASURER AND INTEREST REPORTS

The board reviewed the Treasurer's Report for July (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:** 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. The next meeting is July 18th.
- **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. Projects that had been discussed included the

Alternatives Analysis and the WWTP Biosolids Evaluation. Proposals and other information were provided last month to Gannett Fleming for submission to Pennvest. We were told this past month that the program has been “paused,” and we have requested an update relative to UMJA’s application several times. We are hoping for a response in the next few days.

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. *Bond Reduction Request No. 2* was approved last month.
- **UPDATE:** The sewer manholes were tested this past month, and one manhole failed the inspection. This manhole must be bolted down, and we are awaiting an update from the Contractor to reschedule the testing. This past month, SSM met with Wunder Construction relative to the installation of the house laterals and cleanouts. This work is expected to begin very soon. Work at the pumping station is not yet complete, and we have reached out to MGK for an update on the construction work. They were awaiting electrical equipment.

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 last month; the work was inspected and found to be acceptable. A request was received by Lance Silver for release of the Letter of Credit. Per the inspection findings, SSM recommends the release of this Letter of Credit to Silver Rhino Holdings.

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:** *Plan Review No. 3* was prepared this past month, and comments were forwarded to Ebert Engineering. The Sewage Planning Module has been submitted to

the PA DEP, and an extensive review letter from DEP was returned to the Developer. A **CMP** will eventually be issued to the PA DEP for this development as part of the Planning process.

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:** A *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). A Sewage Planning Waiver has been obtained from DEP for this project.
- **UPDATE:** The final Plan Set review was conducted last month, and all comments have been addressed.

8. 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.

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 28th. 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 – 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.

11. 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 \$149,952.¹³ for the *WWTP Improvements Project*.** The Contract has been obtained from the CFA. Last 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. Our work under this project is reimbursable under the Grant.

12. WWTP Survey (.0021)

- A survey was conducted at the WWTP this past month 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 this past week.

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 Hansells can be difficult and that the Authority should do what it needs to do.

c. Santiago.

Mr. Philips worked with Staff and Ms. Santiago regarding audit paperwork and resolution of inconsistencies with approved obligations.

3. Development Plans.

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

a. Glenwood Chase.

Mr. Philips to prepare the deed of dedication once all work is complete and inspected.

b. Railroad Street Subdivision.

Nothing new on this Subdivision.

c. Still Waters Tract Subdivision.

Nothing new on this Subdivision.

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).

Mr. Philips reviewed the request for release of the letter of credit.

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.

Nothing new on this project.

General Counsel Services.

- a. Bayberry Drive.
Mr. Philips worked with Mrs. Leister regarding solutions to a failed lateral at Bayberry Drive.
- b. Solar Energy Panels.
Mr. Philips worked with Mrs. Leister and SSM to provide detailed drawing and legal descriptions to be used and incorporated into the SRE Lease.
- c. Verizon Cell Tower Lease.
No update on this lease renewal.

XV. EXECUTIVE DIRECTOR REPORT

Treatment Plant Information

Rainfall: 4.06.” There were no Sanitary Sewer Overflows or Violations.

The dryer has been operational for two months with limited issues, farmers have been picking up 4-6 tons of biosolids a week. Only one land fill dumpster in June.

EAW replaced one security camera under warranty. (Moisture damage)

The Penn Tech Presentation about UMJA’s Side Stream Biological Phosphorus removal was a success.

Keystone fire suppression system service.

On June 29th the UMJA staff got the opportunity to tour the Green Lane Dam courtesy of Aqua, the tour was followed by a team building lunch.

Committee Information

No meetings this month.

Escrows

Globe Inn opened an escrow on June 30, 2023. There were no closed escrows this month. (Grease Interceptor)

Other General Information

Borough Open House is scheduled for July 20th.

Lateral Inspections

A total of nine lateral inspections were completed in June.

East Greenville - 1 (Pass)

Pennsburg - 4 (Pass)

Red Hill - 4 (2 Pass 2 Fail)

Pump Stations

Pennsburg Pump Station had its check valves and isolation valves replaced on June 28th due to age. The replacement took one day and required a bypass truck to isolate the wet well while the work could be completed. The pump station is up and operational with each valve functioning as intended.

Red Hill Estates had its check valves replaced on June 26th due to age. The replacement took one day and did not require a bypass. The pump station is up and operational with each valve functioning as intended.

A new Flyght pump will be installed at Pennsburg pump station in July replacing the existing Gorman and Rump from the 90's.

Pennsburg odor complaint - An investigation was launched to find the reason for the odor at Pennsburg Pump station. There were no previous odor complaints at this station. Operators inspected all the manholes surrounding the property to eliminate the possibility of a buildup of solids in the area and found no backups were present. Next the Wet Well Wizard was shut off to eliminate any air being forced out of the station, this helped but some odor was still present. The line going to the Pennsburg manor was televised to ensure no grease or solids build up, this area was clear. The repairs to the faulty check valves at the station took place on June 28th. Since these repairs took place, the odor has all but been eliminated. We speculate with the check valves being faulty the flow was coming back into the wet well and stirring the wet well up causing odors. A conversation with the homeowner on July 6th made UMJA confident the odor issue is under control. The Wet Well Wizard will be returned to service once the carbon filter is installed on the standpipe of the wet well.

Main Line Lining

No main line lining took place in June 2023.

XVI. UNFINISHED BUSINESS

None.

XVII. NEW BUSINESS

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

1. Letter of credit release from Silver Rhino Holdings, LLC for 300 Penn Street
2. Performance Pipelining Payment Application #2243 in the amount of \$58,556.20
3. Performance Pipelining Payment Application #2350 in the amount of \$9,000.00

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 8:20 p.m.

Respectfully submitted,


Secretary (Assistant Secretary)

Treasurer's Report - Account Balances as of June 30, 2023

QNB Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Operating Checking	1284	58,381.57	241,106.36	-	(183,759.03)	27.83	115,756.73
Special Checking	1300	10,638.64	6,742.85		(7,283.21)	2.56	10,100.84
Rental Income	4741	196.55	259,182.98		(259,182.98)	39.42	235.97
Rental - Credit Card Income	2050	72.35	87,398.82		(87,398.82)	3.84	76.19
Revenue Fund	0478	663,165.79	350,308.53		(347,168.88)	677.10	666,982.54
Bond Redemption	0486	388,868.37	-			473.88	389,342.25
Depreciation Reserve	0494	200,771.90	5,475.00			248.63	206,495.53
Debt Service Fund	0544	206,754.61	100,663.67			324.79	307,743.07
Debt Service Reserve Fund	0551	1,209,333.71	-			1,473.73	1,210,807.44
Totals		\$ 2,738,183.49	\$ 1,050,878.21	\$ -	\$ (884,792.92)	\$ 3,271.78	\$ 2,907,540.56

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	76,800.90	-		(2,307.40)	82.38	74,575.88
Perkiomen School	0635	1,319.21	2,181.30		(1,078.00)	1.07	2,423.58
Jefferson Street O&M	0676	29,367.38	-			20.60	29,387.98
P&B Partitions	0684	544.85	-		(60.00)	0.22	485.07
Pennsburg Shopping Center	0692	5,306.78	-			2.32	5,309.10
Stillwater - Hendricks	0726	20,999.48	-		(746.10)	9.91	20,263.29
Lateral Projects	0734	11,704.06	432.00		-	5.67	12,141.73
Kershner Village	1526	3,619.05	-	-	(2,448.53)	0.95	1,171.47
Silver Rhino	1724	120.81	1,682.01		(102.82)	0.42	1,700.42
Steve's Bobcat - Schoolhouse Rd	1740	2,501.93				1.10	2,503.03
Steve's Bobcat - Tosco's Delight	2078	686.12				0.30	686.42
UHT Perkiomen Heights	2797	2,418.12				1.06	2,419.18
Custom Processing	2888	136.43		10.00		0.06	146.49
Globe Inn	3910	-	1,000.00			0.04	1,000.04
Totals		\$ 155,525.12	\$ 5,295.31		\$ (6,742.85)	\$ 126.10	\$ 154,213.68



Ryan Pugh, Treasurer

Treasurer's Report - Account Balances as of June 30, 2023

INCOME		2023-2024 Budget	Total to Date	%	June	May
Rentals	364.10	3,619,420.00	638,148.61	18%	343,424.80	294,723.81
EDU's	364.20		14,426.00		620.00	13,806.00
Certifications	364.30	6,000.00	850.00	14%	475.00	375.00
Laterals	364.40	20,000.00	100.00	1%	-	100.00
Other Income	364.50		339.44		339.44	
Inspections	364.60		2,900.00		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	6,588.64	110%	3,277.45	3,311.19
Cell Tower Income	342.53	26,000.00	5,492.64	21%	2,746.32	2,746.32
TOTAL MONTHLY INCOME		\$ 3,677,420.00	\$ 669,520.33	18%	\$ 353,433.01	\$ 316,087.32

Ryan M. Pugh

Ryan Pugh, Treasurer

Treasurer's
Cash Report - Payroll - June 2023

Payroll - EFT transfers
(Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
6/1/2023	EFT	Salaries (Net)	426.10	\$ 10,891.55
6/1/2023	EFT	Payroll taxes	201.50	\$ 4,473.99
6/1/2023	EFT	Paychex Fee	400.11	\$ 88.35
TOTAL				\$ 15,453.89
6/8/2023	EFT	Salaries (Net)	426.10	\$ 10,832.17
6/8/2023	EFT	Payroll taxes	201.50	\$ 4,504.33
6/8/2023	EFT	Paychex Fee	400.11	\$ 92.80
TOTAL				\$ 15,429.30
6/15/2023	EFT	Salaries (Net)	426.10	\$ 10,725.87
6/15/2023	EFT	Payroll taxes	201.50	\$ 4,489.82
6/15/2023	EFT	Paychex Fee	400.11	\$ 92.80
TOTAL				\$ 15,308.49
6/22/2023	EFT	Salaries (Net)	426.10	\$ 10,911.32
6/22/2023	EFT	Payroll taxes	201.50	\$ 4,531.05
6/22/2023	EFT	Paychex Fee	400.11	\$ 92.80
TOTAL				\$ 15,535.17
6/29/2023	EFT	Salaries (Net)	426.10	\$ 11,032.76
6/29/2023	EFT	Payroll taxes	201.50	\$ 4,519.68
6/29/2023	EFT	Paychex Fee	400.11	\$ 92.80
TOTAL				\$ 15,645.24
TOTAL EFT Transfers for month				\$ 77,372.09



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