

UPPER MONTGOMERY JOINT AUTHORITY
MINUTES OF MAY 14th, 2024 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday May 14th, 2024 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 7:05 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
Kimberly Gery - absent

Also, in attendance were:

Jennifer Leister, Executive Director
Gregory Philips, Yergey, Daylor, Allebach, Scheffey, Picardi, Solicitor
Rich Almquist, Yergey, Daylor, Allebach, Scheffey, Picardi, Solicitor
Sydney Jernigan, SSM Group

VI. VISITORS

Matt Kline - Performance Pipelining, Inc.

Matt Kline with Performance Pipelining, Inc. gave an update on the ongoing collection system.

VII. PUBLIC COMMENT PERIOD

None.

VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the April 9th, 2024 meeting had been distributed previously and are presented tonight for approval. Mr. Ingram asked if there were any corrections to the minutes. Mr. Pugh motion to approve the minutes and Mr. Ritchey seconded the motion. The Minutes were approved unanimously.

X. TREASURER AND INTEREST REPORTS

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

XIII. ENGINEER'S REPORT

Copy attached

XIV. SOLICITOR'S REPORT

Copy attached

XV. EXECUTIVE DIRECTOR REPORT

Copy attached

XVI. UNFINISHED BUSINESS

Action Item: Accepting the new version of the Bylaws

Mr. Pugh made a motion to accept the Bylaws. Mr. Richey seconded the motion and it was approved.

XVII. NEW BUSINESS

Action Item: Resolution 2024-05 is presented for the board's discussion and vote

Mr. Gaudreau made a motion to approve Resolution 2024-05 modifying the rates charged for public sewer. Mr. Pugh seconded the motion and it was unanimously approved.

Action Item: Resolution 2024-06 is presented for the board's discussion and vote

Mrs. Paul made a motion to approve Resolution 2024-06 adopting a Fee Schedule for 2024. Mr. Gaudreau seconded the motion and it was unanimously approved.

XVIII. ADDITIONAL BUSINESS

None.

XIX. ADJOURNMENT

Mr. Pugh made a motion to adjourn the meeting.
Mr. Ingram adjourned the public meeting at 8:58 p.m.

Respectfully submitted,



Secretary (Assistant Secretary)

Upper Montgomery Joint Authority

Meeting Date

May 14, 2024

Treasurer's Report - Account Balances as of

April 30, 2024

QNB Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Operating Checking	1284	113,305.29	171,359.23		(149,547.65)	30.96	135,147.83
Special Checking	1300	11,815.74	56,037.16		(59,382.16)	4.62	8,475.36
Rental Income	4741	335.10	192,416.78		(192,416.78)		335.10
Rental - Credit Card Income	2050	2,164.52	89,441.28		(91,496.31)	4.93	114.42
Revenue Fund	0478	339,430.21	325,427.09		(319,395.88)	248.62	345,710.04
Bond Redemption	0486	496.26		(10.00)		0.21	486.47
Depreciation Reserve	0494	109,803.44	5,475.00			129.47	115,407.91
Debt Service Fund	0544	614,819.60	100,663.67			780.78	716,264.05
Debt Service Reserve Fund	0551	1,219,936.02				1,389.93	1,221,325.95
Totals		\$ 2,412,106.18	\$ 940,820.21	\$ (10.00)	\$ (812,238.78)	\$ 2,589.52	\$ 2,543,267.13

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	50,443.55			(1,010.14)	36.88	49,470.29
Perkiomen School	0635	2,183.10			(1,701.00)	0.41	482.51
Jefferson Street O&M	0676	29,564.13				19.39	29,583.52
P&B Partitions	0684	1,193.21				0.48	1,193.69
Pennsburg Shopping Center	0692	5,328.97				2.19	5,331.16
Lateral Projects	0734	13,782.52	5,222.26		(9,889.60)	3.62	9,118.80
Kershner Village	1526	729.64			(704.15)	0.10	25.59
Globe Inn	3910	698.99			(611.39)	0.11	87.71
Craig Building Group	4504	2,012.41			(222.90)	0.76	1,790.27
Deerfield-Hendricks	5378	7,710.87				3.16	7,714.03
Totals		\$ 113,647.39	\$ 5,222.26		\$ (14,139.18)	\$ 67.10	\$ 104,797.57



Ryan Pugh, Treasurer

Treasurer's Report - Account Balances as of

April 30, 2024

INCOME		2023-2024 Budget	Total to Date	%	April	March	February
Grant	354.04		149,952.00	\$	8,399.00	\$	70,177.00
Rentals	364.10	3,619,420.00	3,731,305.38	103%	280223.31	\$ 346,610.97	\$ 315,342.00
EDU's	364.20		214,890.00	\$	14,326.00	\$ 14,326.00	\$ 14,326.00
Certifications	364.30	6,000.00	6,095.00	102%	\$ 455.00	\$ 175.00	\$ 280.00
Laterals	364.40	20,000.00	31,554.40	158%	\$ 1,100.00	\$ 600.00	\$ 736.65
Other Income	364.50		34,916.39	\$	16,340.89		
Inspections	364.60		-				
Legal Fee Reimbursement	364.70		-				
FOG Program	364.80		7,025.00			\$ 725.00	\$ 900.00
Interest Income	341.10	6,000.00	36,719.05	612%	\$ 2,597.06	\$ 2,698.10	\$ 2,469.24
Cell Tower Income	342.53	26,000.00	28,351.61	109%	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00
TOTAL MONTHLY INCOME		\$ 3,677,420.00	\$ 4,240,808.83	115%	\$ 325,891.26	\$ 367,585.07	\$ 406,680.89

Ryan M. Pugh

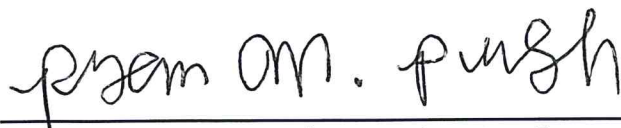
Ryan Pugh, Treasurer

Meeting Date May 14, 2024

**Treasurer's
Cash Report - Payroll -April 2024****Payroll - EFT transfers**

(Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
4/4/2024	EFT	Salaries (Net)	426.10	\$ 10,255.44
4/4/2024	EFT	Payroll taxes	201.50	\$ 4,166.49
4/4/2024	EFT	Paychex Fee	400.11	\$ 86.60
TOTAL				\$ 14,508.53
<hr/>				
4/11/2024	EFT	Salaries (Net)	426.10	\$ 10,106.73
4/11/2024	EFT	Payroll taxes	201.50	\$ 4,112.45
4/11/2024	EFT	Paychex Fee	400.11	\$ 86.60
TOTAL				\$ 14,305.78
<hr/>				
4/18/2024	EFT	Salaries (Net)	426.10	\$ 11,991.22
4/18/2024	EFT	Payroll taxes	201.50	\$ 4,897.46
4/18/2024	EFT	Paychex Fee	400.11	\$ 105.20
TOTAL				\$ 16,993.88
<hr/>				
4/25/2024	EFT	Salaries (Net)	426.10	\$ 8,966.24
4/25/2024	EFT	Payroll taxes	201.50	\$ 3,722.56
4/25/2024	EFT	Paychex Fee	400.11	\$ 83.50
TOTAL				\$ 12,772.30
<hr/>				
TOTAL EFT Transfers for month				\$ 58,580.49



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



MONTHLY ENGINEER'S REPORT

Upper Montgomery Joint Authority

Reporting Period: May 15, 2024 to June 11, 2024

SSM File: 110328.2024

Submitted by: Jamie D. Lorah, P.E.
Client Representative
jamie.lorah@ssmgroup.com

To: Jennifer Leister, Executive Director and Board Members

Here is our **Monthly Engineer's Report ("MER")** for use at your June 11th Authority Meeting.

1. Miscellaneous Services (.2024)

- **RECAP:** In December, the CFA awarded funds to UMJA in the amount of **\$423,576** for the *Lateral Lining and Rehabilitation Project* in East Greenville and Pennsburg. The *H2O Grant* was not awarded for the *WWTP Digester and Thickener Improvements*, but this Application has been re-submitted under the 2023 LSA Grant Program back in November.
- **RECAP:** Regarding the installation of a Natural Gas line to the WWTP, the Authority may have this paid for if you convert everything to Natural Gas. The Authority staff is working with PECO on this matter.
- **RECAP:** Assistance is being provided for the storm basin on the Authority's property, which was to be maintained by a Developer under an easement/maintenance agreement in 2001. The Township would like this storm basin to be repaired, and this will be addressed under the Montgomery Ave./Deerfield Developer O&M Agreement.

2. Glenwood Chase Development (.0004)

- **UPDATE:** SSM continues to inspect the installation of the house laterals and cleanouts, as needed. So far, at least 37 laterals have been inspected and have passed inspection. The pump station is also operational. According to Barwis, the sagging laterals have been repaired. We recommend televising again prior to taking ownership of this system. Correspondence has been sent out several times this past month for final seeding and restoration issues at this site.

3. Developer Review – Stonegate/6th Street (.0005)

- We have re-opened this project for the proposed development to include 8 single family, residential homes at 6th Street. A set of Plans was reviewed this month, and comments have been provided to the developer. The developer wishes to add a section of sewer line that will

need to be dedicated to the Authority, and a section of the development will be tied into the existing, lined pipe.

4. Developer Review – Kershner Tract (.0011)

- **RECAP:** The development is expected to contain 33 single family homes and 32 townhomes (65 total connections/EDUs), and it is now expected to connect to the existing Glenwood Chase Pump Station, which discharges to Manhole MH R-21.
- **RECAP:** The Planning Module was previously updated to include connection with the Glenwood Chase Pump Station. Ebert Engineering provided calculations prepared for sharing the Glenwood Chase Pumping Station, which showed that the pump station has adequate capacity for both developments; VFDs are proposed to be installed on the Glenwood Chase Pump Station in order to accept the flow from the Kershner Development.
- **UPDATE:** The final review letter was sent for this project, and the cost opinion for this project is currently being finalized in order to be included in the escrow, etc.; we are currently awaiting the SCADA component fees. The Planning Module has been re-submitted to the PA DEP, and the Developer's engineer is working on revising the existing *Water Quality Management Permit* for this pump station.

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

- **RECAP:** A re-submittal for the grinder pump station was reviewed and found to be acceptable. The Contractor has been notified, and no additional reviews are pending.

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

- **RECAP:** The sanitary sewer easement in a portion of Colonial Village 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.

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

- **RECAP:** A Plan set was previously reviewed for the new Student Center to be constructed on the Perkiomen School site. The new building is still proposing a new sewer lateral with a Fiberglass Reinforced Plastic Grease Interceptor. We have requested that this be revised to the precast concrete Grease Interceptor, per Authority standards. It has also been determined that they do not have a Planning Module approval for the site, and they are currently going through this process.

8. LSA Grant Administration (.0020)

- **UPDATE:** The following CFA Small Water and Sewer Grant application submitted in December 2022 was awarded to the Authority:

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 is expected to be \$74,749.⁵⁰. This work began, and at least 36 laterals have been lined to date. We are currently working on submitting the first reimbursement application for this Grant.

9. WWTP Survey (.0021)

- The survey for the WWTP site was completed, but our team has been asked to come out and set pins, specifically along the border with the Chrisman property (due to stormwater issues). We are requesting the board's approval to spend a half day in the field inserting pins wherever needed.

10. Developer Review – 83 Gravel Pike (.0023)

- A project was opened for the review of the connection of a single family home at 83 Gravel Pike, which currently has a failed on-lot system. This past month, the Connection Management Plan was updated, per PA DEP request, and was forwarded to PA DEP. The Planning was waived for this connection, as there is an existing tap. We are currently awaiting a Plan Set for the review of this connection to the UMJA system.

11. Developer Review – Craig Building Group (.0024)

- **UPDATE:** Plan Set No. 2 for the development of 1420 W. 4th Street in Upper Hanover Township was reviewed, and a response letter was sent to the Developer; most of the comments have been addressed. The Plan Set is proposing a grinder station with a connection along W. 4th Street. The developer intends to install an 8" diameter sewer line meeting the Authority's design requirements for dedication to the Authority. Planning was previously waived by PA DEP.

12. 2023 LSA Grant Applications (.0025)

- The following *LSA Grant Applications* were submitted in November 2023. We are currently anticipating that LSA Grants may be awarded at the September meeting. A new LSA Grant opportunity is also expected to be issued in September with a November 30th deadline for submission:
 - *Graber & Bitting Alley Lateral Rehabilitation Project*, which is proposed to be performed in Red Hill and Pennsburg Boroughs. The total project cost is \$1,132,228.⁰⁰ and includes the rehabilitation of 203 sanitary laterals utilizing LMK lining technology. The Authority's contribution would be \$132,228.⁰⁰.
 - *Pennsburg Pumping Station Improvements*, which will include the purchase and installation of a new Emergency Generator, as well as SCADA Improvements. The total Grant amount is \$113,829.⁰⁰.
 - *WWTP Digester and Thickener Improvements Project*, which was not previously awarded a grant – this has been resubmitted in the amount of \$1,000,000.⁰⁰. The total project cost of the *WWTP Project* is estimated to be \$2,066,470; the Authority would be committing to a possible contribution of \$1,066,470.⁰⁰, unless supplemental Grant funds can be obtained for the completion of the Project.

- Previously, an LSA Grant Application was submitted for the *East Greenville Borough - State, Valley and 4th Street Sanitary Sewer Lateral and Manhole Rehabilitation Project*. This was resubmitted in the amount of \$967,815.⁰⁰.
- *Lateral Lining and Rehabilitation Project: East Greenville & Pennsburg Project*, which is proposed to be performed in East Greenville and Pennsburg Boroughs. The total project cost is \$1,019,701.⁰⁰, and the Authority's contribution would be \$19,701.⁰⁰. A portion of this project was recently awarded under the *PA Small Water and Sewer Grant Program*.
- An *LSA Grant Application* has been submitted in the amount of \$43,322.²⁸ for the *Vehicle and Equipment Purchase* for the purchase of a scissor lift for use in the Sludge Dewatering Building, as well as the purchase of a UV34 Gas Utility Vehicle for accessing right-of-way areas and areas that are difficult to access from a maintenance and rehabilitation standpoint.
- *Manhole Rehabilitation Project* submitted in the amount of \$134,178.⁰⁰ for the furnishing and installation of OBIC Armor Multi Layer System, including the lining and rehabilitation of 55 Manholes throughout the service area, a total of 440 vertical feet of manhole lining.

13. Developer Review – Montgomery Ave./Deerfield (.0026)

UPDATE: A revised Plan Set was reviewed, and a review letter was provided; a cost opinion was also reviewed last month. The Plans, Planning Module, and Connection Management Plan were forwarded to the Developer and their Engineer. This past month, the Planning Module was approved for this development. This development is expected to include 38 twin dwellings, 5 single family dwellings, and the connection of 2 existing dwellings for a total of 45 EDUs. We are currently working with the Solicitor to develop a Developer's Agreement and O&M Agreement.

Please do not hesitate to contact us should you have any questions or comments on the above, or if additional information is needed. Thank you.

Respectfully submitted,
Spotts, Stevens and McCoy

Jamie D. Lorah, P.E.

Technical Director, Environmental Engineering
jamie.lorah@ssmgroup.com

cc: Greg Philips, Esq.

DAVID L. ALLEBACH, JR.
KENNETH E. PICARDI
GREGORY W. PHILIPS
JAMIE V. OTTAVIANO
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June 11, 2024

Agenda Item XIV

UPPER MONTGOMERY JOINT AUTHORITY Solicitor's Report for May 2024

1. Personnel.

- a. Background checks. Mr. Philips performed two (2) background checks on newly hired employees.

2. Collection of Delinquent Accounts. Mr. Philips worked to collect outstanding debts on the following accounts:

- a. Endo International. Review Bankruptcy filing of Endo International. Telecon with staff to determine whether Endo is a Client of UMJA. Telecon with Endo's Bankruptcy Counsel regarding UMJA's creditor Status.
- b. Gugger Estate. The real estate at 523 Colonial Drive was sold to Souder Construction on April 30, 2024. Mr. Philips prepared and filed an account and petition for adjudication to close the case and make final distribution. The Audit return date is scheduled for June 3, 2024.
- c. Hansell. Mr. Philips prepared and filed notice of default and intent to take default judgment. Mr. Philips has been previously contacted by Hansell's counsel regarding a possible payment plan but the offer was rejected because it did not meet the minimum requirements necessary to effect a plan as set forth in the Rules and Regulations.
- d. Hall. Mr. Philips reviewed the payment history and worked with Staff regarding outstanding balances for this customer.
- e. Wilde. Just an update. The Sheriff's Sale for the property was postponed on April 24, 2024.

3. Development Plans.

- a. 400 Main Street. Mr. Philips reviewed emails regarding this development.
- b. 1420 W. 4th Street. No updates on this project.
- c. 5th Street Development. Mr. Philips worked with Staff and Attorney Neil Stein of Kaplan Stewart regarding the construction of a new sewer lateral to service this two (2) lot subdivision.
- d. Creekside Village (Formerly Kershner). Mr. Philips drafted the development agreement between the new owners and UMJA. This agreement is still in draft form as the construction cost did not include the SCADA upgrades and UMJA is waiting on a proposal for this additional cost to be included in the Development Agreement.
- e. Deerfield (Montgomery Avenue) Subdivision. Mr. Philips worked with Mrs. Leister and Mrs. Lorah regarding the stormwater facilities and proposed development plans for the subdivision. Mr. Philips spoke with Attorney Bill Colby, General Counsel for Berks Homes, who will be purchasing the property from the Hendricks Group.
- f. Glenwood Chase. Mr. Philips worked with staff and SSM regarding the land surrounding the pump station and what is to be dedicated.
- g. W. 6th Street Development. Mr. Philips worked with staff and SSM regarding this land development.

4. General Counsel Services.

- a. Postage Expenses for Water Shutoff Notices. Mr. Philips worked with Mrs. Leister and Staff regarding the process and requirements for sending Water shutoff notices and the cost of postage.
- b. Demand letter for Additional EDU. Mr. Philips worked with staff regarding the Customer's request for adjustment that is now pending before the board for a decision.

- c. Reservation of Capacity Fee Application Fees. Mr. Philips worked with Mrs. Leister to prepare new fees to cover the cost of processing the Reservation of Capacity application reviews.
- d. Resolutions 2024-05 and 2024-06. Mr. Philips worked with the Mrs. Leister to prepare and present Resolution 2024-05 & 06 to the Board for approval.
- e. Solar Energy Panels. Mr. Philips spoke with Upper Hanover Township's Solicitor regarding the Solar Array Text Amendment. Mr. Philips attended the Upper Hanover Township Board of Supervisors Meeting to ensure approval of the Text Amendment. Mr. Philips conducted research into the deeds and easements for stormwater management that runs over a corner of the UMJA property at Montgomery Avenue. It was discovered that the School District, as part of their sidewalk construction, used best management practices to plant wetland flora and fauna in the swale. Mr. Philips has reached out the School District's solicitor without success. Upper Hanover Township has demanded that UMJA remove the vegetation and regrade the swale that is on the Authorities property and remove the vegetation that was planted by the School District. Mr. Philips attended a Zoom Meeting to plot the next steps after the Text Amendment was passed.

Respectfully submitted,

Gregory W. Philips, Esquire
Yergey Daylor Allebach Scheffey Picardi
Upper Montgomery Joint Authority Solicitor



UPPER MONTGOMERY JOINT AUTHORITY EXECUTIVE DIRECTOR REPORT

June 11, 2024

Treatment Plant Information

Rainfall: 3.14"

No SSO events or plant violations in the month of May.

The new dryer reducer has been received. Installation has yet to be scheduled.

The dryer is currently out of service until the Fulton burner service on June 25th. The burner has combustion issues along with a leak from the thermal fluid pump.

Along with the burner the dryer's condensation line is leaking from deterioration on the inside of the pipe over the years. Worth & Company is working on a quote to replace this section of pipe. The pipe is roughly 30' Long and is a custom fabricated pipe. The verbal estimate is high. I am not looking to replace it at this time. We will come up with a temporary fix as the dryer is from 2006.

A new Maintenance Tech Brad Seip Started on June 3rd. Brad has had an instant impact on the day-to-day operations and is picking up the maintenance program quickly.

UMJA gave away 16.8 tons of Biosolids to local farmers in the month of May.

Committee Information/Safety

UMJA staff held a monthly safety meeting regarding lockout tagout protocols on May 31st, 2024. This was the first meeting using the Alchemy Safety Software. The training was very informative and interactive.

Community Outreach

The staff attended the trout release at Hereford Elementary on May 24th.

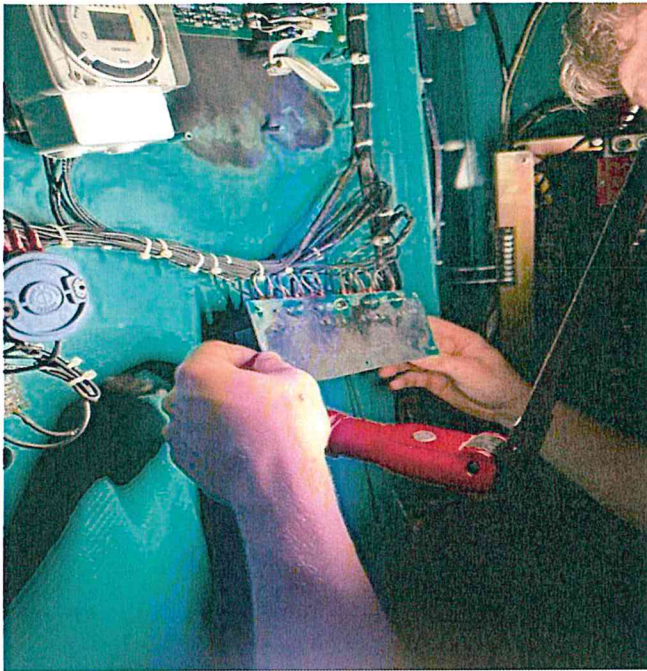
Escrows

Opened: Stonegate 5/9/24
Arlington 5/15/24

Closed: Globe Inn 5/1/24

Collection System

The Pennsburg Pump station lost power on May 28th due to a storm. The power surge due to the outage caused the generator transfer switch to get stuck on the generator power side. This was due to a blown transformer inside the transfer switch controls. The operations staff worked through the night with Martin Energy Group to get the problem resolved. The repairs have been completed and we are in contact with PPL to investigate this issue.



Performance Pipeline has continued to complete main line and lateral lining projects on the following:

Jefferson Street RH,
Main Street PB,
Washington Street RH,
Seminary Street PB,
3rd Street EG,
4th Street EG,
Long Alley PB,
Dotts Street PB,
Quakertown Ave PB,
W 8th Street PB.

Lateral Inspections

Red Hill - 3 (2 pass, 1 fail)
East Greenville - 2 (1 pass, 1 fail)
Pennsburg- 6 (5 Pass, 1 failed)