

UPPER MONTGOMERY JOINT AUTHORITY
MINUTES OF AUGUST 13th, 2024 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday August 13th, 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 7:00 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
Kimberly Gery

Also, in attendance were:

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

VI. VISITORS

Mary Garber – 502 Macoby Street, Pennsburg

VII. PUBLIC COMMENT PERIOD

Mrs. Garber thanked the board and Executive Director for their efforts in remediating the odor that is emitting from the Pennsburg Pump Station. She explained that the odor is still occurring but overall, it has gotten better. Mrs. Garber asked if there is anything further that the Board

can do to help with the issue. Mrs. Leister advised that a Hydrogen Peroxide drip was recently installed by staff and she has secured a proposal for an air purification system for the board's review. Mrs. Leister would like to give the Hydrogen Peroxide drip a few more weeks to see if it removes the odor.

VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the July 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 moved to approve the minutes and Mr. Gaudreau 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 Mr. Ritchey and it was unanimously approved.

XI. FINANCIAL REPORTS

The Financial Reports were circulated for review and discussed.

XII. BILLS FOR PAYMENT

Mrs. Paul 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. Gaudreau 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

None.

XVII. NEW BUSINESS

Mrs. Leister requested that the board consider amending the current policy for drug testing employees. The current plan with PSATS requires costly quarterly testing under CDL guidelines but UMJA does not operate commercial equipment. Mrs. Leister proposed pre-employment testing, post-accident, and testing if an employee is suspected of being under the influence. After discussion, Mr. Gaudreau made a motion to cancel the PSATS drug testing and to alter the policy to reflect pre-employment, post-accident and suspicion. Mrs. Paul seconded the motion and it was approved.

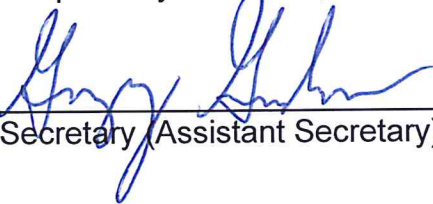
XVIII. ADDITIONAL BUSINESS

None.

XIX. ADJOURNMENT

Mr. Pugh made a motion to adjourn the meeting.
Mr. Ingram adjourned the public meeting at 9:15 p.m.

Respectfully submitted,



Secretary (Assistant Secretary)

Meeting Date

August 13, 2024

Treasurer's Report - Account Balances as of

July 31, 2024

QNB Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Operating Checking	1284	19,334.56	233,808.19		(204,037.70)	21.61	49,126.66
Special Checking	1300	10,074.93	19,633.82		(20,595.80)	3.71	9,116.66
Rental Income	4741	370.07	219,869.90		(219,869.90)		370.07
Rental - Credit Card Income	2050	121.19	92,552.44		(92,552.44)	4.92	126.11
Revenue Fund	0478	359,889.78	330,145.04		(353,618.86)	152.14	336,568.10
Bond Redemption	0486	496.88				0.21	497.09
Depreciation Reserve	0494	11,424.88	5,475.00			7.71	16,907.59
Debt Service Fund	0544	314,585.13	100,663.67			481.23	415,730.03
Debt Service Reserve Fund	0551	1,210,764.06				1,425.46	1,212,189.52
Totals		\$ 1,927,061.48	\$ 1,002,148.06	\$ -	\$ (890,674.70)	\$ 2,096.99	\$ 2,040,631.83

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	47,569.89			(88.00)	32.18	47,514.07
Perkiomen School	0635	5,040.98			(80.00)	2.11	4,963.09
Jefferson Street O&M	0676	29,622.97				20.08	29,643.05
P&B Partitions	0684	1,194.69				0.51	1,195.20
Pennsburg Shopping Center	0692	5,335.60				2.26	5,337.86
Lateral Projects	0734	9,828.03	11,748.00			5.32	21,581.35
Kershner Village	1526	435.80	1,149.80		(405.60)	0.05	1,180.05
Craig Building Group	4504	1,631.71			(1,121.60)	0.24	510.35
Deerfield-Hendricks	5378	6,466.04			(353.60)	2.60	6,115.04
Stonegate	6400	9,139.98			(2,302.00)	2.96	6,840.94
Arlington Subdivision	6459	7,004.51			(110.40)	2.93	6,897.04
J&Z Inc. (83 Gravel Pike)	6681	1,500.35			(1,500.62)	0.27	0.00
Totals		\$ 124,770.55	\$ 12,897.80		\$ (5,961.82)	\$ 71.51	\$ 131,778.04

Ryan O.M. Pugh

Ryan Pugh, Treasurer

Treasurer's Report - Account Balances as of

July 31, 2024

INCOME		2024-2025 Budget	Total to Date	%	July	June	May
Grant	354.04		-				
Rentals	364.10	3,915,000.00	\$ 960,913.70	25%	\$ 303,767.04	\$ 359,854.38	297,292.28
EDU's	364.20		\$ 59,615.00		\$ 15,803.00	\$ 14,326.00	29,486.00
Certifications	364.30	7,000.00	\$ 1,785.00	26%	\$ 700.00	\$ 420.00	665.00
Laterals	364.40	25,000.00	\$ 13,685.00	55%	\$ 7,125.00	\$ 2,710.00	3,850.00
Other Income	364.50		\$ 144.90				144.90
Inspections	364.60		\$ -				
Legal Fee Reimbursement	364.70		\$ -				
FOG Program	364.80		\$ 300.00		\$ 300.00		
Interest Income	341.10	18,000.00	\$ 6,609.54	37%	\$ 2,102.58	\$ 1,885.17	2,621.79
Cell Tower Income	342.53	26,000.00	\$ 7,350.00	28%	\$ 2,450.00	\$ 2,450.00	2,450.00
TOTAL MONTHLY INCOME		\$ 3,991,000.00	\$ 1,050,403.14	26%	\$ 332,247.62	\$ 381,645.55	\$ 336,509.97

Ryan M. Pugh

Ryan Pugh, Treasurer

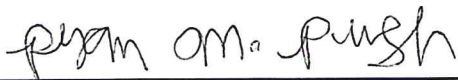
Meeting Date August 13, 2024

Treasurer's Cash Report - Payroll - July 2024

Payroll - EFT transfers

(Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
7/3/2024	EFT	Salaries (Net)	426.10	\$ 11,918.38
7/3/2024	EFT	Payroll taxes	201.50	\$ 4,901.42
7/3/2024	EFT	Paychex Fee	400.11	\$ 94.60
TOTAL				\$ 16,914.40
<hr/>				
7/11/2024	EFT	Salaries (Net)	426.10	\$ 11,457.74
7/11/2024	EFT	Payroll taxes	201.50	\$ 4,756.93
7/11/2024	EFT	Paychex Fee	400.11	\$ 97.90
TOTAL				\$ 16,312.57
<hr/>				
7/18/2024	EFT	Salaries (Net)	426.10	\$ 12,551.70
7/18/2024	EFT	Payroll taxes	201.50	\$ 5,034.40
7/18/2024	EFT	Paychex Fee	400.11	\$ 117.70
TOTAL				\$ 17,703.80
<hr/>				
7/25/2024	EFT	Salaries (Net)	426.10	\$ 11,732.23
7/25/2024	EFT	Payroll taxes	201.50	\$ 4,827.87
7/25/2024	EFT	Paychex Fee	400.11	\$ 94.60
TOTAL				\$ 16,654.70
<hr/>				
TOTAL EFT Transfers for month				\$ 67,585.47



 Ryan M. Pugh, Treasurer/Kimberly Gery, Asst Treasurer



MONTHLY ENGINEER'S REPORT

Upper Montgomery Joint Authority

Reporting Period: July 10, 2024 to August 13, 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 August 13th 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.
- **UPDATE:** 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. This past month, two (2) pre-design quotes were received for this repair work in the Wetlands area (see attached), one from Steves Bobcat Service LLC in the amount of **\$12,580.00** and one from Barrasso Excavation in the amount of **\$102,000**. Once the design is complete, we recommend obtaining additional quotes/proposals.
- **UPDATE:** A meeting with the PA DEP was held on July 1st to discuss the Connection Management Plan and release from the DEP's Corrective Action Plan based on greatly reduced flows to the WWTP. SSM is currently working with staff to finalize the CAP/CMP update letter to the PA DEP to request additional EDUs for pending development work.

2. Glenwood Chase Development (.0004)

- **UPDATE:** SSM continues to inspect the installation of the house laterals and cleanouts, as needed. So far, at least 39 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 for final seeding and restoration issues at this site, in addition to a call with the new Project Manager. According to the Project Manager, the plan is to reseed in the autumn to give the grass a chance to grow. Also, utility pins are to be provided for the pump station property.

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 previously reviewed, and comments were 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. The Planning Module was reviewed last month and is being submitted to DEP soon.

4. Developer Review – Kershner Tract (.0011)

- **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 was finalized to include SCADA integration. The last correspondence we had with Ebert, the Developer's Engineer, was in June. The Planning Module has been approved by the PA DEP, and the Developer's engineer is working on revising the existing *Water Quality Management Permit* for this pump station. We are currently in receipt of the Agreement documents for review.

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

- **UPDATE:** The work associated with this new connection began on August 1st. SSM inspected the boring and is in the process of inspecting the grinder station and the connection to the 10" sewer main.

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)

- **UPDATE:** A Plan set was previously reviewed for the new Student Center to be constructed on the Perkiomen School site, along with a proposed grease interceptor. The new grease interceptor will

now be a concrete structure, per Authority standards. It has also been determined that they do not have Planning Module approval for the site, and they are currently going through this process.

8. LSA Grant Administration (.0020)

UPDATE: The *PA Small Water & Sewer Grant Application* was approved by the CFA 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 the first reimbursement application for this Grant was submitted to the CFA. We are awaiting additional invoices for submission of reimbursement applications.

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

- **UPDATE:** 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. 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. A Plan Set was reviewed for the connection to the UMJA system.

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

- **UPDATE:** 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, and the Agreement is currently with the contractor for review. The cost opinion for this work was reviewed this past month in order to set-up the escrow.

11. 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.

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

UPDATE: Revised Plan Sets and cost opinions have been reviewed. The Planning Module was approved for this development, which 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.

13. Developer Review – Main Street (.0028)

UPDATE: The Planning Module exemption was denied for this development, which is expected to include 25 EDUs, including apartments to be installed within a commercial building. No escrow has been opened, but a Connection Management Plan was updated and submitted for their use.

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.
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GREGORY W. PHILIPS
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August 13, 2024

Agenda Item XIV

UPPER MONTGOMERY JOINT AUTHORITY Solicitor's Report for July 2024

1. Personnel.

- a. Background checks. Mr. Philips performed one (1) background check on a newly hired employee.

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

- a. Gugger Estate. Mr. Philips is awaiting the entrance of the Orphans' Court's Order of Adjudication.
- b. Hansell. A Petition for Bankruptcy was filed. Mr. Philips filed a proof of claim and objection to the proposed repayment plan. Mr. Philips is waiting for the Bankruptcy Court to set the date for the plan confirmation.

3. Development Plans.

- a. 1420 W. 4th Street. Mr. Philips has been working with the developer to revise the development agreement.
- b. 5th Street Development. Mr. Philips worked with Attorney Neil Stein of Kaplan Stewart to set up staff meeting between the developer and UMJA.
- c. Creekside Village (Formerly Kershner). Mr. Philips worked with D.R. Horton and Kershner Village regarding the sale of the property and the ultimate developer to complete the development infrastructure.

- d. Deerfield (Montgomery Avenue) Subdivision. Mr. Philips drafted development agreement, new reservation of capacity agreements, and new professional services agreements. Mr. Philips contacted Berks Home and worked with their General Counsel regarding the development documents and Bond format.
- e. Glenwood Chase. Nothing new to report.
- f. W. 6th Street Development. Mr. Philips reviewed emails on this project.

4. General Counsel Services.

- a. Cedar Lea Court. Mr. Philips worked with regarding a right to know request to Upper Hanover Township to determine the plans and permits issued to owners along Cedar Lea Court that have in-law suites. Mr. Philips reviewed the preliminary plans and made a determination as to whether certain properties have in law suites and should pay for an additional EDU.
- b. Rules, Rates & Regulations. Mr. Philips reviewed the Rules to determine whether there were an EDU calculation for a Dental office. Mr. Philips worked with Mrs. Leister to determine whether category should be updated to include dental and surgery centers. Additionally, Mr. Philips worked with staff regarding EDU transfer requirements and lateral inspection requirements for trailer parks when the trailer is a fixture on the land.
- c. Substance Testing Policy. Mr. Philips worked with Mrs. Leister regarding the requirements for random testing and the PSAT's testing program.
- d. Administrative Policies. Mr. Philips worked with Mrs. Leister regarding a policy for notarization of documents, a policy requiring owners to fix mini manholes on private property; In-Law Suites and issues with Red Hill Water Authority.
- e. Centrifuge Emergency Repair. Mr. Philips worked with Mrs. Leister and Board Chair to determine the fastest and easiest way to get the Centrifuge repaired without violating the contracting thresholds imposed by the Commonwealth of Pennsylvania.
- f. Biosolids Project. Mr. Philips worked with Mrs. Leister regarding the issues with Design/Build for the biosolids project.

- g. Solar Energy Panels. Mr. Philips continued to communicate with the Solicitor for Upper Hanover Township regarding waivers and the Township's demand to regrade the Swale at Montgomery Avenue.

Respectfully submitted,

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



UPPER MONTGOMERY JOINT AUTHORITY
EXECUTIVE DIRECTOR REPORT
Aug 13, 2024

Treatment Plant Information

Rainfall: 4.49”

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

The 550,000 Gallon Aeration basin B was removed from service and cleaned. The basin was taken down to perform maintenance on some of the vital equipment like diffusers and gate seals.

During the annual Centrifuge service some major issues were found. (1) Solids side bearing hub was worn. This is a common point of failure and is expected with a machine this old. (2) 170 Tiles have cracks and only 7 or 8 have visible damage, The other 162 cracks can only be found via dye testing that could only be completed at the GEA facility.

UMJA staff requested the GEA Centrifuge pilot to be onsite during the annual service of the centrifuge with the anticipation that GEA would find some issues with UMJA’s centrifuge. The staff ran the pilot with the assistance of GEA for the first week and found success with the new unit. GEA has allowed UMJA to keep the pilot onsite while the repairs are being made to the centrifuge free of charge. The unit would typically cost \$5,000 a week to rent. The repairs have been started and the pilot is expected to be available to UMJA until mid-September.

AECOM was onsite for the first kick off meeting to discuss the biosolids project overview and UMJA’s overall objectives.

Committee Information/Safety

UMJA staff held a monthly safety meeting regarding Hand Truck and Dollie operations. The Meeting was held using the Alchemy safety program.

Community Outreach

UMJA participated in the Perkiomen Watershed weekly camp by giving the kids a full tour of the wastewater facility.

Escrows

None.

Collection System

482 State Street Repair, Roots in clay pipe. (Steves Bobcat Service)

Pennsburg Pump Station Odor – UMJA started a Peroxide drip to help with odor.

Lateral Inspections Total - 18

Red Hill - 4 (3 pass, 1 fail)

East Greenville - 7 (2 pass, 5 fail)

Pennsburg- 8 (6 Pass, 2 failed)