

UPPER MONTGOMERY JOINT AUTHORITY  
MINUTES OF JULY 9th, 2024 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday July 9th, 2024 in the office of the Plant Administration Building, Mensch Dam Road, Pennsburg, Pennsylvania.

I. EXECUTIVE SESSION

The board held an Executive Session prior to the meeting to discuss legal matters.

II. CALL TO ORDER

Mr. Ingram, Chair called the meeting to order at 7:29 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 via teleconference

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

No members of the public were in attendance.

## VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the June 11th, 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. 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. Mrs. Paul 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

None.

XVIII. ADDITIONAL BUSINESS

None.

XIX. ADJOURNMENT

Mr. Pugh made a motion to adjourn the meeting.

Mr. Ingram adjourned the public meeting at 8:30 p.m.

Respectfully submitted,

DocuSigned by:

*Donna Paul*

BE87D7A652C7E410...  
Secretary (Assistant Secretary)

Meeting Date

July 09, 2024

Treasurer's Report - Account Balances as of

June 30, 2024

**QNB Accounts**

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Operating Checking	1284	32,239.55	133,638.19		(146,551.14)	7.96	19,334.56
Special Checking	1300	10,149.61	116,633.30		(116,715.86)	7.88	10,074.93
Rental Income	4741	335.10	290,427.62		(290,427.62)	34.97	370.07
Rental - Credit Card Income	2050	118.16	72,970.07		(72,970.07)	3.03	121.19
Revenue Fund	0478	330,241.96	379,760.38		(350,345.58)	233.02	359,889.78
Bond Redemption	0486	496.69				0.19	496.88
Depreciation Reserve	0494	5,945.80	5,475.00			4.08	11,424.88
Debt Service Fund	0544	213,617.84	100,663.67			303.62	314,585.13
Debt Service Reserve Fund	0551	1,209,477.92				1,286.14	1,210,764.06
<b>Totals</b>		<b>\$ 1,802,622.63</b>	<b>\$ 1,099,568.23</b>	<b>\$ -</b>	<b>\$ (977,010.27)</b>	<b>\$ 1,880.89</b>	<b>\$ 1,927,061.48</b>

**QNB Escrow Accounts**

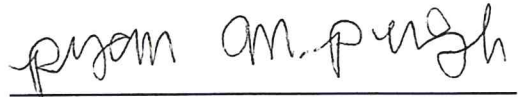
Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Fox Clearing (Glenwood Chase)	0627	48,472.56			(931.93)	29.26	47,569.89
Perkiomen School	0635	5,039.05				1.93	5,040.98
Jefferson Street O&M	0676	29,604.86				18.11	29,622.97
P&B Partitions	0684	1,194.23				0.46	1,194.69
Pennsburg Shopping Center	0692	5,333.56				2.04	5,335.60
Lateral Projects	0734	13,323.75			(3,500.00)	4.28	9,828.03
Kershner Village	1526	840.73			(405.15)	0.22	435.80
Craig Building Group	4504	1,751.07			(120.00)	0.64	1,631.71
Deerfield-Hendricks	5378	6,703.55			(240.00)	2.49	6,466.04
Stonegate	6400	10,003.77			(867.50)	3.71	9,139.98
Arlington Subdivision	6459	7,001.82				2.69	7,004.51
J&Z Inc. (83 Gravel Pike)	6681		1,500.00			0.35	1,500.35
<b>Totals</b>		<b>\$ 129,268.95</b>	<b>\$ 1,500.00</b>		<b>\$ (6,064.58)</b>	<b>\$ 66.18</b>	<b>\$ 124,770.55</b>

*Ryan M. Pugh*  
 Ryan Pugh, Treasurer

Treasurer's Report - Account Balances as of

June 30, 2024

<b>INCOME</b>		<b>2024-2025 Budget</b>	<b>Total to Date</b>	<b>%</b>	<b>June</b>	<b>May</b>
Grant	354.04		-			
Rentals	364.10	3,915,000.00	\$ 657,146.66	17%	\$ 359,854.38	297,292.28
EDU's	364.20		\$ 43,812.00		\$ 14,326.00	29,486.00
Certifications	364.30	7,000.00	\$ 1,085.00	16%	\$ 420.00	665.00
Laterals	364.40	25,000.00	\$ 6,560.00	26%	\$ 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		\$ -			
Interest Income	341.10	18,000.00	\$ 4,506.96	25%	\$ 1,885.17	2,621.79
Cell Tower Income	342.53	26,000.00	\$ 4,900.00	19%	\$ 2,450.00	2,450.00
<b>TOTAL MONTHLY INCOME</b>		<b>\$ 3,991,000.00</b>	<b>\$ 718,155.52</b>	<b>18%</b>	<b>\$ 381,645.55</b>	<b>\$ 336,509.97</b>

  
 Ryan Pugh, Treasurer

Meeting Date July 09, 2024

## Treasurer's Cash Report - Payroll -June 2024

### Payroll - EFT transfers

(Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
6/6/2024	EFT	Salaries (Net)	426.10	\$ 10,499.41
6/6/2024	EFT	Payroll taxes	201.50	\$ 4,330.82
6/6/2024	EFT	Paychex Fee	400.11	\$ 91.30
<b>TOTAL</b>				<b>\$ 14,921.53</b>
<hr/>				
6/13/2024	EFT	Salaries (Net)	426.10	\$ 11,698.38
6/13/2024	EFT	Payroll taxes	201.50	\$ 4,893.39
6/13/2024	EFT	Paychex Fee	400.11	\$ 94.60
<b>TOTAL</b>				<b>\$ 16,686.37</b>
<hr/>				
6/20/2024	EFT	Salaries (Net)	426.10	\$ 12,577.36
6/20/2024	EFT	Payroll taxes	201.50	\$ 5,097.10
6/20/2024	EFT	Paychex Fee	400.11	\$ 114.40
<b>TOTAL</b>				<b>\$ 17,788.86</b>
<hr/>				
6/27/2024	EFT	Salaries (Net)	426.10	\$ 11,616.52
6/27/2024	EFT	Payroll taxes	201.50	\$ 4,831.75
6/27/2024	EFT	Paychex Fee	400.11	\$ 94.60
<b>TOTAL</b>				<b>\$ 16,542.87</b>
<hr/>				
<b>TOTAL EFT Transfers for month</b>				<b>\$ 65,939.63</b>




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



## MONTHLY ENGINEER'S REPORT

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### Upper Montgomery Joint Authority

Reporting Period: June 12, 2024 to July 9, 2024

SSM File: 110328.2024

Submitted by: Jamie D. Lorah, P.E.  
Client Representative  
[jamie.lorah@ssmgroup.com](mailto:jamie.lorah@ssmgroup.com)

To: Jennifer Leister, Executive Director and Board Members

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Here is our **Monthly Engineer's Report** ("MER") for use at your June 9<sup>th</sup> 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.
- **UPDATE:** A meeting with the PA DEP was scheduled for July 1<sup>st</sup> to discuss the Connection Management Plan and release from the DEP's Corrective Action Plan based on greatly reduced flows to the WWTP. *Results?*
- **UPDATE:** Flow metering results have been provided.

#### 2. Glenwood Chase Development (.0004)

- **UPDATE:** SSM continues to inspect the installation of the house laterals and cleanouts, as needed. So far, at least 38 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.

**3. Developer Review – Stonegate/6<sup>th</sup> Street (.0005)**

- We have re-opened this project for the proposed development to include 8 single family, residential homes at 6<sup>th</sup> Street. A set of Plans was reviewed last month, 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. We are also in receipt of a Planning Module for review, and this work is currently in progress.

**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 include SCADA integration. 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.

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

- **UPDATE:** The work associated with this new connection is expected to begin the week of July 8<sup>th</sup>. The Contractor has reached out to us to schedule the inspection work.

**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.<sup>00</sup> for the *Lateral Lining and Rehabilitation Project: East Greenville & Pennsburg*; the Authority's contribution is expected to be \$74,749.<sup>50</sup>. This work began, and the first reimbursement application for this Grant was submitted this past month to the CFA.

**9. WWTP Survey (.0021)**

- **UPDATE:** Our team was out this past month in order to set boundary line pins, specifically along the border with the Christman property (due to stormwater issues).

**10. 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. Last 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. A Plan Set was reviewed for the connection to the UMJA system.

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

- **UPDATE:** The Plan Set is proposing a grinder station with a connection along W. 4<sup>th</sup> 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 an Agreement draft was sent to the contractor.

**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 30<sup>th</sup> 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.<sup>00</sup> and includes the rehabilitation of 203 sanitary laterals utilizing LMK lining technology. The Authority's contribution would be \$132,228.<sup>00</sup>.
  - *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.<sup>00</sup>.
  - *WWTP Digester and Thickener Improvements Project*, which was not previously awarded a grant – this has been resubmitted in the amount of \$1,000,000.<sup>00</sup>. 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.<sup>00</sup>, 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.<sup>00</sup>.
- *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.<sup>00</sup>, and the Authority's contribution would be \$19,701.<sup>00</sup>. 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.<sup>28</sup> 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.<sup>00</sup> 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:** 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.

### **14. 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.

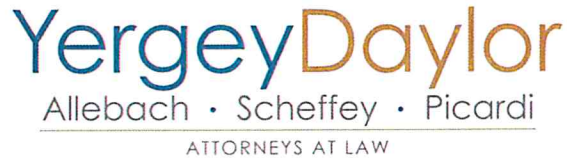
Respectfully submitted,  
Spotts, Stevens and McCoy

*Jamie D. Lorah, P.E.*

Technical Director, Environmental Engineering  
[jamie.lorah@ssmgroup.com](mailto: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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July 9, 2024

## Agenda Item XIV

### UPPER MONTGOMERY JOINT AUTHORITY Solicitor's Report for June 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. 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.
- b. Hansell. Default Judgments were taken against the property. Mr. Philips spoke with Mrs. Hansell regarding the requirements for a possible payment plan. Mr. Philips answer Mrs. Hansell's questions about the outstanding debt and whether the outstanding amounts being billed by the Authority each quarter were included in the payoff amount.
- c. Wilde. Just an update. This property was sold at Sherriff's Sale on April 24, 2024.

#### 3. Development Plans.

- a. 400 Main Street. Mr. Philips reviewed emails between staff, SSM and the developer regarding this development.

- b. 1420 W. 4<sup>th</sup> Street. Mr. Philips drafted a sewer extension agreement to be executed by the Developer regarding extending the sanitary sewer main along West Fourth Street. Mr. Philips worked with Mrs. Leister and Mrs. Lorah regarding the review of the final design.
- c. 5<sup>th</sup> 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. The SCADA cost information has been received and incorporated into the draft Agreement. The draft Agreement has been forwarded to D.R. Horton for review.
- 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, Mrs. Leister and Mrs. Lorah met with the Upper Hanover Township Manager and their solicitor regarding the regrading work that Upper Hanover Township requested as part of the approval for the Text Amendment. Mr. Philips spoke with members of the Montgomery County Conservation District and Pennsylvania Department of Environmental Protection regarding the requirements to complete the work requested by Upper Hanover Township. Mr. Philips started drafting the Operation and Maintenance Agreement to cover the maintenance of wetland swale by the Developer/Homeowner's Association in the future.
- 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. 6<sup>th</sup> Street Development. Nothing new to report on this project.

#### 4. General Counsel Services.

- a. 1007 Cedar Lea Court. Mr. Philips worked with Staff regarding the demand for additional EDU's for this Homeowner. Mr. Philips presented the Homeowner's request for an adjustment to the requirement for the Board to take action on. Mr. Philips assisted Staff in preparing Right To Know requests that were transmitted to Upper Hanover Township to obtain building permit information and drawings to assist the Board in make a determination of whether

the homeowners of 1005, 1007 and 1013 Cedar Lea Court should be required to obtain and pay for an additional EDU of capacity.

- b. Minutes. Mr. Philips provided additional information for inclusion in the June Meeting minutes.
- 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. AECOM Proposal. Mr. Philips reviewed the AECOM proposal for the proposed Bio-Solids Study and project and provided recommended revisions. Mr. Philips reviewed the revised document to ensure that the revisions requested were included.
- e. Solar Energy Panels. Mr. Philips and his staff continued to research the ownership and regulatory landscape regarding the work demanded by the Township. Mr. Philips' staff was able to obtain the original development plans for the swale from the Montgomery County Recorder of Deeds Office that shows the creation of the swale. Mr. Philips confirmed with PA DEP that the swale is now wetlands and a General Permit 11 will be needed to regrade the swale. PA DEP also confirmed that the Authority can regrade 50'-0" linear feet from the pipe outfall, but Upper Hanover Township, who owns the road will need to obtain the permit prior to any work being conducted. Additionally, Mr. Philips worked with Attorney Marc Jonas, who represents SRE, regarding the text amendment and provided an update on the requested swale issues.

Respectfully submitted,

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



## UPPER MONTGOMERY JOINT AUTHORITY EXECUTIVE DIRECTOR REPORT

July 9, 2024

### **Treatment Plant Information**

Rainfall: 1.41”

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

The dryer burner service was completed on June 26<sup>th</sup> and will return to service July 15th.

The new Dryer leveling auger reducer installation was completed on July 1st by the UMJA staff.

Final Clarifier T5A was taken out of service on June 26th to complete a detailed inspection of the tank and the mechanical system. The tank is showing similar wear to the floor on final clarifier T5B.

UMJA staff completed the annual draining, cleaning and full inspection of the grit system. The system is in great shape and was returned to service after completing all of the annual maintenance.

The Nitrate recirculation pumps received an annual service with the assistance of Landia. The pumps are still in good condition and will only require the wear bushings to be replaced in December.

UMJA received the PWEA 2024 Beneficial use of biosolids award for less than 5.0 MGD plants.

### **Committee Information/Safety**

UMJA staff held a monthly safety meeting on July 2, 2024 on Hearing Protection.

### **Community Outreach**

UMJA hosted local wastewater treatment plants for a two day Activated Sludge course held by Jen Fields of DEP for 16 DEP credits. Five operators from the UMJA staff completed the course and gave a detailed tour of the facility.

### **Escrows**

Opened: J and Z (83 Gravel Pike) on June 14, 2024.

Closed: None

### **Collection System**

The collection system staff cleaned and rebuilt one check valve at Colonial Village pump station.

### **Lateral Inspections**

Total - 9

Red Hill - 2 (1 pass, 1 fail)

East Greenville - 1 (1 fail)

Pennsburg- 6 (4 Pass, 2 failed)