

UPPER MONTGOMERY JOINT AUTHORITY
MINUTES OF OCTOBER 15th, 2024 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday October 15th, 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, Assistant Secretary, called the roll. The following board members were present:

William Ingram
Ryan Pugh
Donna Paul
Leon Ritchey
Gregory Gaudreau - absent
Kimberly Gery

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 September 10th, 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 Mrs. Gery 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

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

Mrs. Leister requested that the November 12th, 2024 board meeting commence at 6pm to accommodate a presentation by AECOM regarding the biosolids upgrade. The board unanimously agreed to change the meeting start time from 7pm to 6pm. Mr. Philips will

arrange to advertise the time change in the Town and Country Newspaper.

XVI. UNFINISHED BUSINESS

Mr. Pugh made a motion to approve the following:

1. Verbal Approval of Concord Financial Biosolids Project Upgrade until loan amount received.
2. Approval of Reservation of Capacity Agreement for Creekside Development
3. Approval of Reservation of Capacity Agreement for Deerfield Development
4. Authorization to sign Deed of Confirmation for Parcel No. 57-00-02170-50-9
5. Approval for Mr. Philips to send correspondence to residents with in-law suites stating an additional EDU (equivalent dwelling unit) must be purchased.

Mrs. Paul seconded the motion and it was unanimously approved.

XVII. NEW BUSINESS

None.

XVIII. ADDITIONAL BUSINESS

None.

XIX. ADJOURNMENT

Mrs. Gery made a motion to adjourn the meeting.
Mr. Ingram adjourned the public meeting at 9:01 p.m.

Respectfully submitted,


Secretary (Assistant Secretary)

Meeting Date **October 15, 2024**

Treasurer's Report - Account Balances as of **September 30, 2024**

QNB Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Operating Checking	1284	48,999.62	218,884.25		(176,867.30)	19.93	91,036.50
Special Checking	1300	14,441.13	168,547.55		(166,912.70)	10.90	16,086.88
Rental Income	4741						-
Rental - Credit Card Income	2050	130.55	118,688.13		(118,688.13)	5.67	136.22
Revenue Fund	0478	557,086.14	425,985.64		(471,938.23)	344.42	511,477.97
Bond Redemption	0486	497.32				0.19	497.51
Depreciation Reserve	0494	22,392.62	5,475.00			15.15	27,882.77
Debt Service Fund	0544	516,991.19	100,663.67			630.04	618,284.90
Debt Service Reserve Fund	0551	1,213,708.73				1,290.64	1,214,999.37
Totals		\$ 2,374,247.30	\$ 1,038,244.24	\$ -	\$ (934,406.36)	\$ 2,316.94	\$ 2,480,402.12

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	45,903.34			(54.40)	28.07	45,877.01
Perkiomen School	0635	4,965.32				1.90	4,967.22
Jefferson Street O&M	0676	29,664.43				18.15	29,682.58
P&B Partitions	0684	1,195.73	2,700.00		(2,395.56)	0.45	1,500.62
Lateral Projects	0734	18,414.70			(16,970.26)	2.35	1,446.79
Kershner Village	1526	180.13			(180.15)	0.02	(0.00)
Craig Building Group	4504	481.78	2,000.00		(328.00)	0.30	2,154.08
Deerfield-Hendricks	5378	3,920.40			(811.20)	1.27	3,110.47
Stonegate	6400	6,581.96			(40.00)	2.52	6,544.48
Arlington Subdivision	6459	6,832.94			(168.00)	2.57	6,667.51
Borough of Pennsylvania	7366	2,500.65				0.96	2,501.61
NB at Deerfield LLC	7747	-	25,810.73			0.57	25,811.30
Totals		\$ 120,641.38	\$ 30,510.73	\$ -	\$ (20,947.57)	\$ 59.13	\$ 130,263.67

Ryan Pugh AM. PUGH

Ryan Pugh, Treasurer

Treasurer's Report - Account Balances as of September 30, 2024

INCOME	2024-2025 Budget	Total to Date	%	September	August	July
Grant	354.04	194,480.00		\$	194,480.00	
Rentals	364.10	1,667,028.08	43%	\$ 410,660.64	\$ 295,453.74	\$ 303,767.04
EDU's	364.20	60,395.00		\$ 250.00	\$ 530.00	\$ 15,803.00
Certifications	364.30	3,185.00	46%	\$ 525.00	\$ 875.00	\$ 700.00
Laterals	364.40	36,590.00	146%	\$ 11,875.00	\$ 11,030.00	\$ 7,125.00
Other Income	364.50	144.90				
Inspections	364.60	-				
Legal Fee Reimbursement	364.70	-				
FOG Program	364.80	525.00		\$ 225.00		\$ 300.00
Interest Income	341.10	11,545.40	64%	\$ 2,361.66	\$ 2,574.47	\$ 2,102.31
Cell Tower Income	342.53	12,250.00	47%	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00
TOTAL MONTHLY INCOME	\$ 3,991,000.00	\$ 1,986,143.38	50%	\$ 428,347.30	\$ 507,393.21	\$ 332,247.35

Ryan Pugh

Ryan Pugh, Treasurer

Upper Montgomery Joint Authority

X.B

Meeting Date October 15, 2024

Treasurer's
Cash Report - Payroll -September 2024

Payroll - EFT transfers
(Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
9/5/2024	EFT	Salaries (Net)	426.10	\$ 12,336.81
9/5/2024	EFT	Payroll taxes	201.50	\$ 5,101.29
9/5/2024	EFT	Paychex Fee	400.11	\$ 97.90
TOTAL				\$ 17,536.00
9/12/2024	EFT	Salaries (Net)	426.10	\$ 12,330.20
9/12/2024	EFT	Payroll taxes	201.50	\$ 5,143.02
9/12/2024	EFT	Paychex Fee	400.11	\$ 97.90
TOTAL				\$ 17,571.12
9/19/2024	EFT	Salaries (Net)	426.10	\$ 13,129.27
9/19/2024	EFT	Payroll taxes	201.50	\$ 5,261.67
9/19/2024	EFT	Paychex Fee	400.11	\$ 117.70
TOTAL				\$ 18,508.64
9/26/2024	EFT	Salaries (Net)	426.10	\$ 12,213.90
9/26/2024	EFT	Payroll taxes	201.50	\$ 4,976.52
9/26/2024	EFT	Paychex Fee	400.11	\$ 97.90
TOTAL				\$ 17,288.32
TOTAL EFT Transfers for month				\$ 70,904.08



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



MONTHLY ENGINEER'S REPORT

Upper Montgomery Joint Authority

Reporting Period: September 11, 2024 to October 15, 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 October 15th Authority Meeting.

1. Miscellaneous Services (.2024)

- **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 is still underway. We are awaiting additional invoices for submission of reimbursement applications. New grant information is provided below.
- **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, but equipment conversion would also be required.
- **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. 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 submitted the CAP/CMP update letter to the PA DEP this past month to request additional EDUs for pending development work. We are currently awaiting a response from the DEP.
- Flow meter data is being submitted for Authority review.

2. Glenwood Chase Development (.0004)

- **UPDATE:** SSM continues to inspect the installation of the house laterals and cleanouts, as needed. So far, approximately 42 laterals have been inspected and have passed inspection; there are two (2) more laterals remaining. 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 and, according to the Project Manager, the plan is to reseed in the autumn to give the grass a chance to grow. Utility pins are also 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 most likely submitted to the PA DEP.

4. Developer Review – Kershner Tract (.0011)

- **UPDATE:** A Pre-Construction Job Conference was held this past month. Construction work is expected to start in the next few weeks and will continue until the Summer of 2025. The Pump Station permit was modified, and upgrades will include the installation of VFDs for soft-starts to the existing pumps. A total of 65 units are to be installed on this site.

5. 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.

6. 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, 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.

7. 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 being signed by the Developer. The cost opinion for this work was previously reviewed in order to set-up the construction escrow.

8. 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 in October or November. A new LSA Grant opportunity was recently issued 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.

9. 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. The Pre-Construction job conference is currently in the process of being scheduled.

10. 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.

11. Pennsburg Borough – Oil Separator (.0029)

UPDATE: Inspections were conducted by SSM for the installation of an oil separator by Pennsburg Borough, and it passed the leak testing. This will be removed from future reports.

12. Developer Review – 5th Street/Arlington (.0030)

- The Developer had submitted plans for two (2) homes to be constructed on a property along 5th Street in East Greenville. As part of this project, a sewer main extension may be installed from Washington Street northward toward Edgeview Street. Plans were submitted to propose a much shorter sewer line extension, which would not satisfy the Authority's request. This is primarily due to a "dip" in the elevation. SSM has requested a plan showing a potential redesign of this sewer line.

13. 2023 LSA Grant Applications (.0031)

- A new LSA Grant opportunity was recently issued with a November 30th deadline for submission. Grant Applications that SSM is planning to work on may include the following:
 - An LSA Grant Application may be re-submitted (if not received) for the purchase of an ATV for ease of accessibility and a scissor lift for use in the Sludge Dewatering Building. In addition, we could request funding for the televising equipment to include a secured truck cap, a drawer system for storage, and a loading platform.
 - A 2025-2026 WWTP Improvements Project Grant Application may be submitted for the Compressor Room HVAC system in order to keep the Enviromix compressor system from overheating. This application could also include the PLC and monitoring system for the WWTP Generator in order to replace obsolete equipment and for monitoring and possibly controlling the Generator. Additionally, this grant application could include a Primary Clarifier rebuild to include a new Clarifier drive system and installation.
 - A Grant Application could be prepared for the Centrifuge Replacement, including equipment and installation. We are currently awaiting proposals for the installation and integration of this equipment.
 - SSM is currently working with Authority staff to determine if there are additional Grant requests and needs, such as additional lining work, work at the pumping stations, etc. We plan to have all letters and resolutions ready by the November meeting for approval by the Board.

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.

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October 15, 2024

Agenda Item XIV

UPPER MONTGOMERY JOINT AUTHORITY Solicitor's Report for September 2024

1. Personnel.

a. Benefits. Mr. Philips worked with Mrs. Leister regarding employee health benefits and the application of the Affordable Care Act.

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

a. Gugger Estate. The appeal period for the Order entered on September 3, 2024 has expired and final payment to the mortgage company was made and the Estate has been wrapped up.

b. Hansell. Mr. Philips has been monitoring this bankruptcy case and the numerous other claims that have been filed against the debtor. Mr. Philips amended the claimed filed on behalf of the Authority based on the third party payment that was made. .

3. Development Plans.

a. 1420 W. 4th Street. Nothing new to report.

b. 5th Street Development. Mr. Philips reviewed the developers updated plans and worked with SSM regarding the proposed sewer main extension.

c. Creekside Village (Formerly Kershner). Mr. Philips reviewed the bond language for the project and responded with comments. Mr. Philips also reviewed the development documents submitted prior to commencement of the project.

- d. Deerfield (Montgomery Avenue) Subdivision. Mr. Philips received the developer's agreements, reviewed the partially signed documents and checks and delivered them to the Authority for processing.
- e. Glenwood Chase. Mr. Philips is waiting for the final laterals to be installed and completed before preparing the deeds of dedication.
- f. W. 6th Street Development. Nothing new to report.

4. General Counsel Services.

- a. EDUs and consumption. Mr. Philips worked with Chair Ingram and Staff to determine the proper billing procedures for EDUs and consumption.
- b. Resolution. Mr. Philips prepared a resolution for additional LSA Grant funding.
- c. Biosolids Project. Mr. Philips is waiting on the AECOM report for recommendations in order to prepare the design/build contract documents.
- d. Solar Energy Panels. Mr. Philips spoke with Special Counsel to UHT to get an update. Mr. Philips has prepared the Confirmatory Deed for filing with the Recorder of Deeds office.

Respectfully submitted,

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



Treatment Plant Information

Rainfall: 1.28"

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

GEA Centrifuge update – The Centrifuge scroll repairs took place on September 9th. The start up was successful and the unit has returned to full operation. Since the unit was put back in service the crew has been able to optimize the unit saving money on chemical usage.

Dryer – The dryer is scheduled to start back up the week of September 14th.

Atlas Copco Compressors – The repairs to compressor two were completed on September 25th. Both units are fully operational. The suspected reason for failure is poor ventilation and lack of temperature control.

Compressor Room ventilation – Worth and Company along with G&G electric were onsite on October 10th to put the finishing touches on a quote for updated ventilation in the compressor room. This will be submitted as one of the grant projects.

Committee Information/Safety

Safety - UMJA staff has a Safety meeting scheduled on October 15th.

Community Outreach

Jenn and Jason attended and presented at The Schuylkill Action Networks Pathogens and Point Source's Utility Water Forum at Albright College. The presentation was focused on UMJA's community outreach program and its impact on the local community.

Escrows

Deerfield LLC account opened 9/30/24

Kershner Village closed 9/12/24

Collection System

Pennsburg Pump station – No odor complaints in the month of September/ October.

Lateral Inspections

East Greenville: 2 Pass 1 Fail

Pennsburg: 3 Pass

Red Hill: 6 Pass