

UPPER MONTGOMERY JOINT AUTHORITY
MINUTES OF NOVEMBER 12th, 2024 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday November 12th, 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 6:00 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
Kimberly Gery

Also, in attendance were:

Jennifer Leister, Executive Director
Gregory Philips, Yergey, Daylor, Allebach, Scheffey, Picardi, Solicitor
Jamie Lorah, SSM Group
Jason DiPietro, UMJA Plant Supervisor via video conference

VI. VISITORS

Ron Ely – Styer Associates
Benjamin Deatrich – AECOM via Zoom Video Conference
Chris Curran - AECOM via Zoom Video Conference
Terry Goss - AECOM via Zoom Video Conference

Mr. Ely reported on the audit that Styer Associates completed for the fiscal year 5/1/2023 through 4/30/2024.

Terry Goss presented three options for the Digester Improvement Evaluation Project with costs varying dependent on the class of Biosolids the Authority would like to produce. After discussion, the board decided that they would like the Executive Director to research alternative equipment options and obtain a quote with a new dryer included in the project. They also requested that Mrs. Leister research disposal options such as composting that could help reduce costs.

VII. CHAIR COMMENT / PUBLIC COMMENT PERIOD

Mr. Ingram advised the board that he received correspondence from State Senator Tracy Pennycuik congratulating the Authority on receiving two (2) grants from the Pennsylvania LSA Statewide Grant Program. Senator Pennycuik also offered her assistance to UMJA for securing state funding for any program in the future.

VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the October 8th, 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. Paul 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. Mrs. Gery seconded the motion and it was approved.

XIII. ENGINEER'S REPORT

Copy attached

Mrs. Lorah advised the board that she had received correspondence from DEP and they have approved 75 additional EDU's (Equivalent Dwelling Units) for the Authority.

XIV. SOLICITOR'S REPORT

Copy attached

XV. EXECUTIVE DIRECTOR REPORT

Copy attached

Mrs. Leister advised the board that the Solar Project was approved at the Township's November meeting.

XVI. UNFINISHED BUSINESS

Mrs. Leister reminded the board that the Defined Benefit percentage on the PMRS retirement plan has not been increased since the plans induction. She asked the board to consider increasing the percentage to make the plan more favorable to employees. The board discussed the retirement plan and requested that Mrs. Leister reach out to other sewer authorities to see if UMJA's plan is competitive.

XVII. NEW BUSINESS

The 2025 board meeting dates on the second Tuesday of each month at 7 p.m. were presented as follows:

Tuesday January 14, 2025
Tuesday February 11, 2025
Tuesday March 11, 2025
Tuesday April 8, 2025
Tuesday May 13, 2025
Tuesday June 10, 2025
Tuesday July 8, 2025
Tuesday August 12, 2025
Tuesday September 9, 2025

Tuesday October 14, 2025
Tuesday November 11, 2025
Tuesday December 9, 2025

The following Resolutions were presented to the Board for discussion and vote:

1. Resolution 2024-08 – LSA Grant for 2025-2026 WWTP Project
2. Resolution 2024-09 – LSA Grant for Graber Road and Biting Alley Sewer Lateral Rehabilitation
3. Resolution 2024-10 – LSA Grant for Vehicle and Equipment Purchase
4. Resolution 2024-11 – LSA Grant for Red Hill Gun Club Pump Station Improvements
5. Resolution 2024-12 – LSA Grant for WWTP Generator PLC and SCADA Integration
6. Resolution 2024-13 – LSA Grant for East Greenville Borough – State, Valley, and 4th Street Sanitary Sewer Lateral and Manhole Rehabilitation
7. Resolution 2024-14 – LSA Grant for Lateral Lining and Rehabilitation Project – East Greenville and Pennsburg Boroughs.
8. Resolution 2024-15 – LSA Grant for Centrifuge

Mr. Gaudreau made a motion to approve the LSA Grant Resolutions. Mrs. Paul 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 9:24 p.m.

Respectfully submitted,


Secretary (Assistant Secretary)

Upper Montgomery Joint Authority

X.A

Meeting Date

November 12, 2024

Treasurer's Report - Account Balances as of

October 31, 2024

QNB Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Operating Checking	1284	91,036.50	215,903.26		(255,771.53)	22.24	51,190.47
Special Checking	1300	16,086.88	82,797.49		(84,507.00)	7.44	14,384.81
Rental Income	4741	412.44	209,460.65		(209,460.65)		412.44
Rental - Credit Card Income	2050	136.22	106,873.98		(106,873.98)	5.99	142.21
Revenue Fund	0478	511,477.97	333,155.92		(397,041.93)	431.78	448,023.74
Bond Redemption	0486	497.51				0.21	497.72
Depreciation Reserve	0494	27,882.77	5,475.00			20.93	33,378.70
Debt Service Fund	0544	618,284.90	100,663.67			792.92	719,741.49
Debt Service Reserve Fund	0551	1,214,999.37				1,430.45	1,216,429.82
Totals		\$ 2,480,814.56	\$ 1,054,329.97	\$ -	\$ (1,053,655.09)	\$ 2,711.96	\$ 2,484,201.40

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	45,877.01			(1,185.38)	30.65	44,722.28
Perkiomen School	0635	4,967.22				2.11	4,969.33
Jefferson Street O&M	0676	29,682.58				20.12	29,702.70
P&B Partitions	0684	1,500.62				0.63	1,501.25
Lateral Projects	0734	1,446.79			(700.00)	0.45	747.24
Craig Building Group	4504	2,154.08				0.92	2,155.00
Deerfield-Hendricks	5378	3,110.47			(3,111.15)	0.68	(0.00)
Stonegate	6400	6,544.48				2.78	6,547.26
Arlington Subdivision	6459	6,667.51			(459.00)	2.72	6,211.23
Borough of Pennsburg	7366	2,501.61			(1,418.76)	0.73	1,083.58
NB at Deerfield LLC	7747	25,811.30			(320.00)	17.41	25,508.71
189 Main St Assoc LP	7853	-	10,000.00		(401.60)	2.86	9,601.26
Creekside (Forestar)	7804	-	5,000.00		(201.60)	1.53	4,799.93
Creekside (Forestar) Construction	7812	-	62,522.00			45.07	62,567.07
Totals		\$ 130,263.67	\$ 77,522.00		\$ (7,797.49)	\$ 128.66	\$ 200,116.84

Ryan M. Pugh
 Ryan Pugh, Treasurer

Treasurer's Report - Account Balances as of

October 31, 2024

INCOME		2024-2025 Budget	Total to Date	%	October	September	August
Grant	354.04		-				\$ 194,480.00
Rentals	364.10	3,915,000.00	1,971,983.71	50%	\$ 304,955.63	\$ 410,660.64	\$ 295,453.74
EDU's	364.20		74,304.00		\$ 13,909.00	\$ 250.00	\$ 530.00
Certifications	364.30	7,000.00	3,745.00	54%	\$ 560.00	\$ 525.00	\$ 875.00
Laterals	364.40	25,000.00	46,915.00	188%	\$ 10,325.00	\$ 11,875.00	\$ 11,030.00
Other Income	364.50		144.90				
Inspections	364.60		-				
Legal Fee Reimbursement	364.70		-				
FOG Program	364.80		525.00			\$ 225.00	
Interest Income	341.10	18,000.00	14,257.81	79%	\$ 2,712.41	\$ 2,361.66	\$ 2,574.47
Cell Tower Income	342.53	26,000.00	14,700.00	57%	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00
TOTAL MONTHLY INCOME		\$ 3,991,000.00	\$ 2,126,575.42	53%	\$ 334,912.04	\$ 428,347.30	\$ 507,393.21

Ryan M. Pugh

Ryan Pugh, Treasurer

Upper Montgomery Joint Authority

X.B

Meeting Date November 12, 2024

Treasurer's Cash Report - Payroll - October 2024

Payroll - EFT transfers (Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
10/3/2024	EFT	Salaries (Net)	426.10	\$ 12,039.06
10/3/2024	EFT	Payroll taxes	201.50	\$ 5,029.43
10/3/2024	EFT	Paychex Fee	400.11	\$ 97.90
TOTAL				\$ 17,166.39
10/10/2024	EFT	Salaries (Net)	426.10	\$ 12,223.55
10/10/2024	EFT	Payroll taxes	201.50	\$ 5,048.88
10/10/2024	EFT	Paychex Fee	400.11	\$ 97.90
TOTAL				\$ 17,370.33
10/17/2024	EFT	Salaries (Net)	426.10	\$ 12,391.96
10/17/2024	EFT	Payroll taxes	201.50	\$ 5,146.99
10/17/2024	EFT	Paychex Fee	400.11	\$ 97.90
TOTAL				\$ 17,636.85
10/24/2024	EFT	Salaries (Net)	426.10	\$ 13,102.80
10/24/2024	EFT	Payroll taxes	201.50	\$ 5,207.31
10/24/2024	EFT	Paychex Fee	400.11	\$ 117.70
TOTAL				\$ 18,427.81
10/31/2024	EFT	Salaries (Net)	426.10	\$ 12,296.26
10/31/2024	EFT	Payroll taxes	201.50	\$ 5,034.74
10/31/2024	EFT	Paychex Fee	400.11	\$ 97.90
TOTAL				\$ 17,428.90
TOTAL EFT Transfers for month				\$ 88,030.28

Ryan M. Pugh

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



MONTHLY ENGINEER'S REPORT

Upper Montgomery Joint Authority

Reporting Period: October 15, 2024 to November 10, 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 November 10th 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.
- **UPDATE:** SSM submitted the CAP/CMP update letter to the PA DEP this past month to request additional EDUs for pending development work. We have also provided updates to the CMP based on a meeting with the PA DEP. We are currently awaiting a response from the DEP.

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 to be submitted to the PA DEP.

4. Developer Review – Kershner Tract (.0011)

- **UPDATE:** A Pre-Construction Job Conference was held last 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. SSM is in the process of reviewing submittals for the sanitary components.

5. 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. The installation of the piping and grease interceptor is currently in progress and may be completed by mid-November. SSM is currently providing inspection services.

6. 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.
- **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.

7. 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. The Pre-Construction job conference was scheduled last month, and we are currently in the process of reviewing submittals.

8. 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.

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

- **UPDATE:** 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. Plans were submitted to propose a much shorter sewer line extension as an alternate design, with a low pressure force main to be provided to one of the two properties. This is primarily due to a “dip” in the elevation. This Plan has been formally reviewed this past month.

10. 2024 LSA Grant Applications (.0031)

- A new LSA Grant opportunity was recently issued with a November 30th deadline for submission:
 - (1) ***Grabber & 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**. This Grant is to be resubmitted.
 - (2) An ***LSA Grant Application*** is to be re-submitted in the amount of **\$52,178.00.⁰⁰** 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 standpoint. Additionally, this grant will include the truck bed for securing equipment and tools.
 - (3) An ***LSA Grant Application*** is to be submitted for the ***Red Hill Gun Club Pump Station Improvements*** in the amount of **\$131,989.⁰⁰** for the furnishing and installation of a new diesel generator and upgrade of the existing SCADA control panel.

- (4) An *LSA Grant Application* is to be submitted for the *2025 – 2026 WWTP Project* in the amount of \$ (COST PENDING). This project involves improvements to the Authority's Wastewater Treatment Plant to include the retrofit of the Primary Clarifier, installation of a heating and ventilation system in the Authority's Compressor Room, the purchase and installation of actuators for use in the biological treatment process, and necessary security upgrades at the plant.
- (5) An *LSA Grant Application* is to be submitted for the *WWTP Generator PLC and SCADA Integration* in the amount of **\$115,770.00**. This project includes the replacement of the Wastewater Treatment Plant PLC for remote start-up during critical power outage events. Additionally, the system will need to be integrated into the plant's existing SCADA system.
- (6) An *LSA Grant Application* is being re-submitted for the *East Greenville Borough – State, Valley, and 4th Street Sanitary Sewer Lateral and Manhole Rehabilitation* in the amount of **\$967,815.00**. This project includes the lining and rehabilitation of approximately 172 sewer laterals and 36 manholes in the areas of State Street, Valley Street, Forge Road, and 4th Street in the western portion of East Greenville Borough.
- (7) An *LSA Grant Application* is being re-submitted for the *Lateral Lining and Rehabilitation Project – East Greenville and Pennsburg Boroughs* in the amount of **\$1,000,000**, and the total project cost **\$1,019,701.00**. This project includes the rehabilitation and lining of 186 sewer laterals within East Greenville and Pennsburg Boroughs, as well as cured-in-place (CIPP) lining of 549 Linear Feet (LF) of sanitary sewer main line in the Boroughs.

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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November 12, 2024

Agenda Item XIV

UPPER MONTGOMERY JOINT AUTHORITY Solicitor's Report for October 2024

1. Personnel.

a. Benefits. Nothing to report this Month

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

a. Gugger Estate. Nothing to report this month.

b. Hansell. Mr. Philips has been monitoring this bankruptcy case and the additional Proofs of claim that have been filed.

3. Development Plans.

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

b. 5th Street Development. Mr. Philips reviewed Developer's Counsel Emails. Attended a Zoom meeting with UMJA, SSM and the Developer and worked with SSM regarding options for the Board's consideration

c. 6th Street Development. Mr. Philips reviewed the Developer's Counsel's email; worked with Mrs. Leister and Reviewed SSM's Review letters and comments.

d. 400 Main Street. Mr. Philips reviewed emails from Staff in preparation for reviewing this project.

- e. Creekside Village (Formerly Kershner). Mr. Philips reviewed worked with Staff regarding the documents for the Development. Mr. Philips reviewed the documents and responded to Staff with documents to be signed by the Board.
- f. Deerfield (Montgomery Avenue) Subdivision. Mr. Philips worked with staff to finalize the documents. Worked with SSM regarding the Deerfield O&M Agreement and recorded the Deed of Easement and O&M agreement with the recorder of Deeds office.
- g. Glenwood Chase. Nothing to report this month.

4. **General Counsel Services.**

- a. Red Hill Water Authority. Mr. Philips worked Mrs. Leister regarding the charges that were caused by RHWA's switch to a new system and the letter denying payment that UMJA received.
- b. Amended Public Notice. Mr. Philips drafted and advertised an Amended Public Notice for the November Board meeting.
- c. Biosolids Project. Mr. Philips is waiting on the AECOM report for recommendations in order to prepare the design/build contract documents. He worked with Mrs. Leister regarding the timing for involving the financial professionals.
- d. Solar Energy Panels. Mr. Philips drafted the deed of confirmation and worked with the Montgomery County Board of Assessment to correct the ownership information.
- e. Right to Know. Mr. Philips worked with Mrs. Leister regarding several right to know requests regarding dedicated lines in UHT.

Respectfully submitted,

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



UPPER MONTGOMERY JOINT AUTHORITY
EXECUTIVE DIRECTOR REPORT
November 12th, 2024

Treatment Plant Information

Rainfall: 0.0"

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

Dryer Update – The dryer odor control system is currently being evaluated. A Biorem rep is expected to be onsite in the next few weeks to evaluate and replace all the media in the filter. We are currently sending all solids to landfill temporarily.

DEP Inspection – The DEP annual inspection was conducted on November 7th, 2024. No violations were reported during the inspection. We did have a non-compliance finding with the influent sampler. One of the pins on the sampler was faulty. It has since been repaired.

Committee Information/Safety

Safety - UMJA staff has a Safety meeting scheduled on November 19th.

Community Outreach

UMJA continues to prepare for the ACE Mentorship program set to begin in January 2025.

The first annual Bird Walk took place on October 23rd with over 25 people attending.

UMJA staff attended a Business Education Meeting on November 6, 2024 with the Upper Perk Chamber of Commerce in hopes of creating new partnerships for education and outreach.

Jenn was invited to present at the Annual Birdtown Summit on what we have done with Birdtown here at UMJA to date.

Staff participated in the First Monday Meal for New Goshenhoppen Church on November 4, 2024. We partnered with Tosco's this year and served over 207 people.

Escrows

- 189 Main St Assoc LP (400 Main Street) was opened on 10/9/2024
- Creekside (Forestar) was opened on 10/3/2024
- Creekside (Forestar) construction account was opened on 10/3/2024
- Deerfield (Hendrick's) closed on October 17, 2024.

Collection System

Pennsburg Pump station – No odor complaints in the month of October / November. The odor control unit has been put away until spring.

Twelve laterals were televised in Glenwood Chase. The staff found 2 broken standpipes.

UMJA staff attended the Deerfield Site Pre-Con meeting on October 22nd.

UMJA staff attended a PAOne Call meeting on November 1, 2024 for Deerfield.

Lateral Inspections

East Greenville: 8 Total Inspections (4 Pass; 4 Fail)

Pennsburg: 2 Total Inspections (Both Fail)

Red Hill: 5 Total Inspections (4 Pass; 1 Fail)