

UPPER MONTGOMERY JOINT AUTHORITY  
MINUTES OF FEBRUARY 11th, 2025 BOARD MEETING

The regular monthly meeting of the Board of Directors of the Upper Montgomery Joint Authority was held on Tuesday February 11th, 2025 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 6:30 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 – via teleconference  
Ryan Pugh  
Donna Paul  
Leon Ritchey  
Gregory Gaudreau  
Kimberly Gery - absent

Also, in attendance were:

Jennifer Leister, Executive Director  
Gregory Philips, Yergey, Daylor, Allebach, Scheffey, Picardi, Solicitor  
Jamie Lorah, SSM Group – via teleconference

VI. VISITORS

Steve Miller – Worth & Company  
Adam Kleckner – Worth & Company  
Abby Margiotta – Worth & Company  
Chris Curran - AECOM  
Terry Goss – AECOM via teleconference  
Scott Thibault – AECOM via teleconference

Terry Goss and Scott Thibault from AECOM presented the Digester Improvements and Alternatives Evaluation and Biosolids Upgrades options to the board. The Board discussed the presentation and deferred any decision until the study was finalized and the Board received approval from USDA to engage in additional borrowing to fund the proposed Biosolids Project. The Board authorized Mrs. Leister to contact USDA, discuss the project, and seek approval to allow the Board to seek additional financing for the Biosolids Upgrade Project.

## VII. PUBLIC COMMENT PERIOD

None.

## VIII. MINUTES APPROVAL

Mr. Ingram noted the Minutes of the January 14th, 2025 meeting had been distributed previously and are presented tonight for approval. Mr. Ingram asked if there were any corrections to the minutes. Mr. Ingram noted that Board Member titles needed to be updated. Mr. Pugh moved to approve the minutes with changes 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 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. Pugh 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 9:14 p.m.

Respectfully submitted,

  
Secretary (Assistant Secretary)

Upper Montgomery Joint Authority

X.A

Meeting Date

February 11, 2025

Treasurer's Report - Account Balances as of

January 31, 2025

QNB Accounts

Account Name	last 4 digits of acct #	Beginning Balance	Deposits	Service Fees	Withdraws	Interest Earned	Ending Balance
Operating Checking	1284	116,375.66	194,801.65		(265,046.61)	21.56	46,152.26
Special Checking	1300	10,120.44	120,645.40		(117,238.00)	13.58	13,541.42
Rental Income	4741	449.12	204,237.97		(204,237.97)		449.12
Rental - Credit Card Income	2050	149.61	121,232.02		(121,232.02)	5.90	155.51
Revenue Fund	0478	366,536.60	367,122.45		(381,940.32)	325.82	352,044.55
Bond Redemption	0486	498.13				0.23	498.36
Depreciation Reserve	0494	6,358.23	5,475.00			4.79	11,838.02
Debt Service Fund	0544	318,089.79	100,663.67		(14,712.67)	462.32	404,503.11
Debt Service Reserve Fund	0551	1,219,249.51			(11,285.51)	1,518.93	1,209,482.93
<b>Totals</b>		<b>\$ 2,037,827.09</b>	<b>\$ 1,114,178.16</b>	<b>\$ -</b>	<b>\$ (1,115,693.10)</b>	<b>\$ 2,353.13</b>	<b>\$ 2,038,665.28</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	43,861.99			(111.50)	31.67	43,782.16
Perkiomen School	0635	3,302.43				1.49	3,303.92
Jefferson Street O&M	0676	29,742.31				21.52	29,763.83
P&B Partitions	0684	1,364.60				0.62	1,365.22
Lateral Projects	0734	54,529.55			(36,492.10)	26.22	18,063.67
Craig Building Group	4504	2,156.79			(312.80)	0.89	1,844.88
Stonegate	6400	6,341.46				2.87	6,344.33
Arlington Subdivision	6459	4,515.13				2.04	4,517.17
NB at Deerfield LLC	7747	23,485.69			(1,930.50)	11.07	21,566.26
189 Main St Assoc LP	7853	9,178.85			(695.50)	3.95	8,487.30
Creekside (Forestar)	7804	3,473.03			(103.00)	1.54	3,371.57
Creekside (Forestar) Construction	7812	62,686.75				64.84	62,751.59
Sands Bros. Partnership LP	8562	-	2,500.00			0.82	2,500.82
<b>Totals</b>		<b>\$ 244,638.58</b>	<b>\$ 2,500.00</b>		<b>\$ (39,645.40)</b>	<b>\$ 169.54</b>	<b>\$ 207,662.72</b>

*Ryan AM Pugh*

Ryan Pugh, Treasurer

Treasurer's Report - Account Balances as of

January 31, 2025

INCOME		2024-2025 Budget	Total to Date	%	January	December	November
Grant	354.04		\$ -				
Rentals	364.10	3,915,000.00	\$ 2,958,425.95	76%	\$ 315,176.14	\$ 383,183.03	\$ 288,083.07
EDU's	364.20		\$ 118,533.00		\$ 14,743.00		\$ 29,486.00
Certifications	364.30	7,000.00	\$ 5,845.00	84%	\$ 350.00	\$ 1,015.00	\$ 735.00
Laterals	364.40	25,000.00	\$ 78,490.00	314%	\$ 8,350.00	\$ 13,425.00	\$ 9,800.00
Other Income	364.50		\$ 144.90				
Inspections	364.60		\$ -				
Legal Fee Reimbursement	364.70		\$ -				
FOG Program	364.80		\$ 525.00				
Interest Income	341.10	18,000.00	\$ 21,224.17	118%	\$ 2,379.35	\$ 2,059.35	\$ 2,527.66
Cell Tower Income	342.53	26,000.00	\$ 22,198.85	85%	\$ 2,505.13	\$ 2,505.13	\$ 2,488.59
<b>TOTAL MONTHLY INCOME</b>		<b>\$ 3,991,000.00</b>	<b>\$ 3,205,386.87</b>	<b>80%</b>	<b>\$ 343,503.62</b>	<b>\$ 402,187.51</b>	<b>\$ 333,120.32</b>

*Ryan M. Pugh*

Ryan Pugh, Treasurer

Upper Montgomery Joint Authority

X.B

Meeting Date February 11, 2025

Treasurer's  
Cash Report - Payroll - January 2025

Payroll - EFT transfers  
(Automatic withdraw)

Pay Date	Check #	NAME & DESCRIPTION	Account	AMOUNT
1/2/2025	EFT	Salaries (Net)	426.10	\$ 12,555.06
1/2/2025	EFT	Payroll taxes	201.50	\$ 5,352.29
1/2/2025	EFT	Paychex Fee	400.11	\$ 97.90
<b>TOTAL</b>				<b>\$ 18,005.25</b>
1/9/2025	EFT	Salaries (Net)	426.10	\$ 12,540.46
1/9/2025	EFT	Payroll taxes	201.50	\$ 5,148.48
1/9/2025	EFT	Paychex Fee	400.11	\$ 427.40
<b>TOTAL</b>				<b>\$ 18,116.34</b>
1/16/2025	EFT	Salaries (Net)	426.10	\$ 12,614.25
1/16/2025	EFT	Payroll taxes	201.50	\$ 5,170.23
1/16/2025	EFT	Paychex Fee	400.11	\$ 97.90
<b>TOTAL</b>				<b>\$ 17,882.38</b>
1/23/2025	EFT	Salaries (Net)	426.10	\$ 13,933.52
1/23/2025	EFT	Payroll taxes	201.50	\$ 5,542.93
1/23/2025	EFT	Paychex Fee	400.11	\$ 117.70
<b>TOTAL</b>				<b>\$ 19,594.15</b>
1/30/2025	EFT	Salaries (Net)	426.10	\$ 12,744.73
1/30/2025	EFT	Payroll taxes	201.50	\$ 5,156.56
1/30/2025	EFT	Paychex Fee	400.11	\$ 97.90
<b>TOTAL</b>				<b>\$ 17,999.19</b>
<b>TOTAL EFT Transfers for month</b>				<b>\$ 91,597.31</b>

*Ryan M. Pugh*

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



# MONTHLY ENGINEER'S REPORT

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## Upper Montgomery Joint Authority

Reporting Period: January 15, 2024 to February 11, 2024

SSM File: 110328.2024/.2025

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 February 11<sup>th</sup> Authority Meeting.

### 1. Miscellaneous Services (.2024)

- **RECAP:** 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 is still underway. We are awaiting additional invoices for submission of reimbursement applications. New grant information is provided below.
- **RECAP:** The CAP/CMP was approved by the PA DEP last month to include 75 unallocated or "miscellaneous" EDUS to be added to the CMP beyond the requested amount for planned projects. Any additional, larger-scale projects can be added by request of the DEP.

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

- **RECAP:** SSM continues to inspect the installation of the house laterals and cleanouts, as needed. So far, approximately 43 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. According to the Project Manager, the site has not yet been re-seeded, but they intend to do that, possibly with a Winter Rye grass. They were also updated that the utility pins need to be provided for the pump station property.

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

- **RECAP:** 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 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. There are no additional updates at this time.

**4. Developer Review – Kershner Tract/Creekside Village (.0011)**

- **UPDATE:** Construction work started on February 3, 2025 to include the sewer connections of the four (4) single family homes along Hendricks Road; this work is expected to continue until the Summer of 2025. The Pump Station permit was modified, and upgrades 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. Developer Review – Craig Building Group (.0024)**

- **RECAP:** 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.

**6. Developer Review – Montgomery Ave./Deerfield (.0026)**

- **UPDATE:** Construction work began in December with the connection of the sewer main to the Authority’s manhole along Montgomery Ave. This development is expected to include 38 twin dwellings, 5 single family dwellings, and the connection of 2 existing dwellings for a total of 45 EDUs. Submittals were reviewed this past month, and sanitary sewer work is expected to resume the week of February 5, 2025.

**7. Developer Review – 400 Main Street (.0028)**

- **RECAP:** 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. A plan has been received and was reviewed this past month. The Planning Module was finalized and transmitted to the Developer’s engineer.

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

- **RECAP:** The Developer had submitted plans for two (2) homes to be constructed on a property along 5<sup>th</sup> 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 was formally reviewed in November, and a review letter was submitted to the Authority and the developer. There are currently no updates.

**9. 2024 LSA Grant Applications (.0031)**

- The following Grant Applications were submitted by the November 30<sup>th</sup> deadline:
  - (1) ***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>**
  - (2) An ***LSA Grant Application*** in the amount of **\$52,178.00.<sup>00</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 standpoint. Additionally, this grant included the truck bed for securing equipment and tools.

- (3) *Red Hill Gun Club Pump Station Improvements* in the amount of **\$131,989.<sup>00</sup>** for the furnishing and installation of a new diesel generator and upgrade of the existing SCADA control panel.
- (4) *2025 – 2026 WWTP Project* in the amount of **\$452,144.<sup>00</sup>**. 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) *WWTP Centrifuge Replacement* in the amount of **\$748,072.<sup>00</sup>** for the furnishing and installation of a new centrifuge to replace the existing one.
- (6) *WWTP Generator PLC and SCADA Integration* in the amount of **\$115,770.<sup>00</sup>**. 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.
- (7) *East Greenville Borough – State, Valley, and 4<sup>th</sup> Street Sanitary Sewer Lateral and Manhole Rehabilitation* in the amount of **\$967,815.<sup>00</sup>**. 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.
- (8) *Lateral Lining and Rehabilitation Project – East Greenville and Pennsburg Boroughs* in the amount of **\$1,000,000.<sup>00</sup>** with a 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.

#### **10. 2025 NPDES Permit Renewal and DRBC Docket Renewal (.0032)**

- **UPDATE:** SSM is currently in the process of preparing the NPDES Permit Application for submission to the PA DEP. This is due June 30, 2025, but this process has started in order to obtain the necessary Influent and Effluent analytical results. The DRBC Docket Amendment is also being

prepared, and this is due March 2025. The Docket Renewal has been drafted and is currently under review.

**11. Developer Review – 134 W. Eighth Street (.0033)**

- **UPDATE:** A Plan was reviewed this past month for the development of a single property. The Plan Review is in the process of being submitted.

**12. 2024 Chapter 94 Report (.0034)**

- **UPDATE:** The 2024 Annual Chapter 94 Report is due to the PA DEP by March 31<sup>st</sup>. SSM can start this Report, but will need the DMR data for November and December 2024 in order to complete it. Information is also being requested from the Operators for preparation of this Report. The DRBC Annual Effluent Monitoring Report was submitted to the DRBC by Authority staff by the January 31, 2025 due date.

**13. Bid-Phase Services for PAC Chemical (.0035)**

- **UPDATE:** Bids were opened and reviewed February 5<sup>th</sup>. Holland Company, Inc. was the sole bidder, quoting \$3.67 per gallon for 12,500 gallons the first year, totaling \$45,875. The following years will see price increases of \$3.78 per gallon (Year 2) and \$3.89 per gallon (Year 3). Following the Authority and Solicitor's review, SSM will prepare the Notice of Award and Contract Documents.

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.

February 11, 2025

## Agenda Item XIV

### UPPER MONTGOMERY JOINT AUTHORITY Solicitor's Report for January 2025

1. Personnel.
  - a. Benefits. Mr. Philips worked with Mrs. Leister regarding certain HR related issues and possible HR consultant use.
  
2. Collection of Delinquent Accounts. Mr. Philips worked to collect outstanding debts on the following accounts:
  - a. Hansell. Nothing new to report.
  
  - b. 1005 Cedar Lea Court. Mr. Philips worked with the owners of this In-Law Suite to obtain the additional EDU needed. The Owners complied with the Authority's request.
  
  - c. 1007 Cedar Lea Court. Mr. Philips continues to pursue the payment and purchase of an additional EDU due to the construction of an In-Law suite on this property. The homeowner refuses to make the additional EDU purchase. Mr. Philips filed a municipal lien on the property for the full amount of the EDU.
  
3. Development Plans.
  - a. 1420 W. 4<sup>th</sup> Street. Mr. Philips spoke with the Developer to resolve issues and questions about the reimbursement of costs for the extension of the sewer line in West Fourth Street. Mr. Philips worked with Mrs. Leister, SSM and Upper Hanover Township regarding permitting and escrow amounts.
  
  - b. 5<sup>th</sup> Street Development. Nothing new to Report.

*Formerly the law firm of Yergey Daylor Allebach Scheffey Picardi*

- c. 6<sup>th</sup> Street Development. Nothing new to Report.
- d. 400 Main Street. Nothing New to Report.
- e. Creekside Village (Formerly Kershner). Nothing New to report.
- f. Deerfield (Montgomery Avenue) Subdivision. Mr. Philips worked with Mrs. Leister regarding well abandonment connection to public water. The issue was the sewer rate to be charged to the units that were previously on well water and now will be connected public water.
- g. Glenwood Chase. Nothing to report this month.

4. General Counsel Services.

- a. EDU Enforcement. Mr. Philips continues to work to obtain the required EDU payments from the owners of 1011 and 1013 Cedar Lea Court. With the exception of the owners of 1007 Cedar Lea Court, all have been resistant and municipal liens are being prepared against the properties.
- b. PACI Bid Documents. Mr. Philips reviewed the proposed Bid Documents and provided SSM with comments.
- c. Glenwood Chase Pump Station. Mr. Philips worked with Mrs. Leister and Staff regarding lighting complaints at the Glenwood Chase Pump Station. Mr. Philips prepared a letter response to the Homeowner regarding the issue.
- d. Biosolids Project. Mr. Philips continued to work with Mrs. Leister regarding this project.
- e. Solar Energy Panels. Nothing new to Report.

Respectfully submitted,

Gregory W. Philips, Esquire  
Picardi Philips & Ottaviano  
Upper Montgomery Joint Authority Solicitor



### **Treatment Plant Information**

Rainfall: 0.63"

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

Jennifer and Jason attended the NEWEA Annual Conference. Jason was invited by Woodard and Curran to sit on an operator panel to discuss the side stream S2EBPR and side stream biological phosphorus removal treatment plant that we currently run at UMJA today.

The dryer has continued normal operations with limited issues, producing roughly 3-4 dry tons per week.

A Solar Project Update will be discussed.

Biosolids Project Upgrade/Progressive Design Build and Finances will be discussed.

### **Committee Information/Safety**

UMJA staff held a Safety meeting on February 7, 2025. The topic discussed was Utility Knives & Boxcutter Safety.

### **Community Outreach**

UMJA hosted its first ACE mentorship program on February 4, 2025. Twenty-four students attended the first session. The topic for this session was **Water Quality and the Impacts on Water Quality from Wastewater**. Tiffany and Jason created a slide show followed by a water filtration project for the students as a hand on activity. Week #1 was SUCCESS!

We are planning another Birdtown event in May with Red Hill Borough.

Senator Pennycuik and her staff will be visiting the treatment plant in April.

### **Escrows**

Sands Bros. Partnership was opened on January 10, 2025.

### **Collection System**

The Red Hill Gun Club's Gould's Pump Radiator has a small leak. The cost to repair the leak is approximately 5k.

### **Transfer Lateral Inspections**

**7** – Completed / Reinspected - **1** Pennsburg **3** East Greenville **3** Red Hill

**9** – Failed (Pending Repairs/Reinspection)

**3** – Currently Scheduled

### **Property inspections**

**16** – Completed **1** Red Hill **2** Pennsburg **13** East Greenville

**0** – Failed

**9** – Scheduled