

MINUTES OF THE MEETING
OF THE MIDDLETOWN TOWNSHIP, DELAWARE COUNTY SEWER AUTHORITY HELD
ON APRIL 20, 2020

The regular monthly meeting of the Middletown Township Sewer Authority was held **virtually** via Zoom, on April 20, 2020, at 7:30pm. All Authority Members and Advisors participated in this meeting.

Present were Authority Members: Roland Bailey, John Hanna, Edward Klodarska, Robert Scholz and Timothy Sullivan.

Authority Advisors James Flandreau, Esquire, Solicitor, Walt Fazler, Engineer, John Ibach, Manager, and Fran Niermann, I & I Coordinator were also present.

● **OPENING – PLEDGE OF ALLEGIANCE TO THE FLAG**

Chairman Mr. Sullivan called the meeting of the Sewer Authority to order at 7:30pm and led the recitation of the Pledge of Allegiance to the Flag.

Mr. Sullivan announced the Board had an Executive Session via teleconferencing on March 16th to discuss pending litigation and to authorize payment of the monthly invoices. He also announced that a virtual session was held on April 6th as a practice session for this evening's meeting. All members were in attendance. No business matters were discussed.

● **APPROVAL OF MINUTES OF THE MEETING HELD ON FEBRUARY 18, 2020**

Mr. Hanna made a motion to approve the February 18, 2020 minutes. Mr. Scholz seconded the motion. The motion was carried with a vote of 5-0.

● **MONTHLY ACTIVITY REPORTS**

A. Manager's Report

1. Ratification of Manager's Actions for the March Meeting

This ratification was for Mr. Ibach to sign and pay the March invoices due to the cancellation of the March Board Meeting. Mr. Hanna made a motion to ratify the payment of these invoices. Mr. Scholz seconded the motion. The motion was carried with a vote of 5-0.

2. Confined Space Entry Committee

Mr. Klodarska presented a power point presentation to update the Board Members on the progress of the MTSA Confined Space Entry Policy. He gave an overview of the current status and upcoming key dates with July 2020 as the goal for implementing this policy. Once implemented, MTSA will continue to be involved in overseeing confined space entry by any contractors to validate they are following OSHA CSE requirements. Oversight may be conducted by a trained MTSA employee, Bradford Engineering or a consultant. Mr. Klodarska would like Mr. Fazler and Mr. Flandreau to review the draft CSE policy along with the supporting documents to ensure that it meets both the Authority's and OSHA's requirements. This model policy will be shared with Mr. Haines, the Township Manager later. In addition, it was also discussed that it might be possible to place stickers on the dishes under the manholes to promote safety and entry alert.

Mr. Ibach will discuss at the next CSE meeting..

3. 2019-2020 Audit Proposal

Mr. Ibach stated that a copy of the 2019-2020 audit proposal is included in the Board's packets. There is an approximate increase of 3% over the 2018-2019 proposal. He asked for Board's authorization to sign the proposal to begin the process. Mr. Scholz made a motion to approve the proposal. Mr. Hanna seconded, and the motion was carried with a vote of 5-0.

4. Dutton Mills Interceptor Sanitary Sewer Overflow

Mr. Ibach received a call on the evening of April 6th about a sewage overflow at the manhole located before the old Sweeney landfill. KBX was called on site to clear the blockage. As a result of the SSO, PADEP visited the site the next day to verify MTSA properly cleaned the area of the SSO. They expressed concern that this seemed to be a recurring problem, and they pressured MTSA to find a long-term solution. Mr. Fazler researched options and purchased a Scada manhole monitor that will alert KBX when there is an obstruction in the interceptor. This monitor was installed and MTSA is now able to monitor the flow regularly. Mr. Fazler explained that this system has a high-level float which, when reached, will notify KBX who will immediately dispatch their crew to address the surcharge. He also stated that there is another float which will give us the rate of change. This will help in calculating the rate of volume build-up in case of any future occurrences. Mr. Ibach stated that a few years ago, the overflow in this area used to occur more frequently because other pump stations discharged into this Interceptor. The pump station flow was diverted into a new force main that was installed in Dutton Mill Road. The diversion of the pump station flow helped to alleviate this issue. Since then, the only flow running through this section of the Dutton Mill Interceptor is generated by McCall's Heights (30-40 homes) and the Christian Academy. A more permanent solution to the SSO's would be to construct a new pump station which Mr. Fazler is beginning to work on. Mr. Flandreau added that during this overflow occurrence, all involved parties followed safety procedures and observed confined space entry requirements upon opening the manholes in the area of the SSO. Mr. Ibach, Mr. Fazler, KBX and Sunoco were highly commended for their corroborative efforts. The Board felt that this issue has become more urgent in nature. Mr. Sullivan asked Mr. Fazler to inquire if the Planning and Permitting processes for building this new pump station could be hastened due to its urgency. Mr. Fazler will inquire and check back next month.

B. Treasurer's Report

1. Payment of Operating Expenses

Mr. Hanna presented a list of paid invoices for the period of March 16, 2020, through April 17, 2020, for a total of \$117,246.76. The largest invoice was for KBX Golden (\$29,533.41).

Mr. Hanna made a motion to approve the paid invoices. Mr. Bailey seconded the motion. The board approved with a vote of 5-0.

2. Capital Expenses

Mr. Hanna reported the Capital Expenses totaling \$27,241.62. The largest expense was to Bradford Engineering (\$20,364.62).

Mr. Hanna made a motion to approve the Capital Expenses. Mr. Bailey seconded the

motion. The board approved with a vote of 5-0.

Mr. Sullivan inquired whether these payments close out the 2016 Bond Issue fund. Mr. Ibach replied in the negative. He explained that when the request for PACT's payment was received, it was higher than what was remaining in the Construction Fund. The invoice had to be paid out of the Bond Redemption and Improvement fund. Therefore, there is still a balance left in the 2016 Construction Bond Issue Fund.

Mr. Hanna also presented the Capital Expenses for the Bond Redemption and Improvement Fund dated 4/20/2020. Mr. Hanna motioned to approve this Capital Expense in the amount of \$735,013.55 to PACT. Mr. Bailey seconded. The Board approved with a vote 5-0.

Mr. Sullivan asked Mr. Ibach as to how MTSA is planning to spend down the 2016 Construction Fund. Mr. Ibach is planning to apply the next couple of payment requests from PACT against this fund because they are normally smaller. If not, MTSA could use this fund to pay for the remaining incidental capital expenses until the remaining funds are depleted (engineering fees, Solicitor fees and KBX Construction related work).

3. Miscellaneous

Mr. Ibach asked if the Board will give him approval to sign this month's checks.

The Board gave Mr. Ibach the go ahead. The Board approved this motion with a vote of 5-0.

Mr. Hanna stated there will be 1 CD maturing on April 28th with American Express Centurion. He is hoping that a rate higher than 1% can be found at this time.

C. Solicitor's Report

1. Franklin Mint Residential/Toll Tapping Fees

Mr. Flandreau asked the Board to discuss this item in Executive Session.

2. Ponds Edge Tapping Fees

Mr. Flandreau stated MTSA has received payment of the tapping fees fees for Phase I of the Development.

3. Cross Notice to MTSA/PACT

Mr. Flandreau asked the Board to discuss this item in Executive Session.

D. Engineer's Report

1. CCIP3 Construction

In addition to the discussion about the Cross property in Executive session, Mr. Fazler stated that approximately 85% of the restoration work has been completed on the property. All the sanitary sewers and manholes have been installed from Chester Creek to the trail and tested. Many downed trees have been removed and the area has been re-seeded. Mr. Fazler reported the next phase for CCIP3 is from the Graham property to Lenni Road. The Graham property will need additional work due to the existing wetlands located on the property. The pipe within the wetlands will require additional stabilization work at the base of the pipe. Currently, they have placed wetland mats to get trucks in and out of the construction area. The next step

will be to remove these mats and see how stable the earth is underneath. If unstable, #4 stone will be packed down first and then fine stone will be placed on top before laying down the pipe. The Graham and Moonridge properties will present a challenge because of all the debris located within the work area. Mr. Ibach has already reached out to these property owners and made them aware that all debris will need to be removed to allow MTSA to proceed. Mr. Flandreau inquired about the signage on that portion of the trail. Mr. Sullivan confirmed that both waivers and signs are up for all trail users to see.

Mr. Fazler stated that the next challenge on the CRC property is locating the AQUA water main pipe. 2-3 days have already been spent trying to locate this 12" asbestos/concrete water main. Despite the markings by PA One Call and test holes conducted by PACT, the water main has not been located. Mr. Flandreau suggested to Mr. Ibach to reach out to Mr. Roth of AQUA via email to let him know the urgency of locating their water main. Mr. Ibach will mention our progress on the project, the hurdle we have reached and the consequences we may face if the water main is accidentally hit. Mr. Scholz inquired how this will affect the timeline of the completion of this project. Mr. Fazler stated that it is still projected for late May.

2. Darlington Valley Pump Station

Mr. Fazler stated he is working on final design documents for bidding purposes. His recommendation for enhancing this pump station is to install (4) Variable Frequency Drives (VFD) which will lower electricity demand, protect the force main from water hammer and extend pipe life. Each VFD costs approximately \$7,500 for a total of \$30,000. He also recommends replacing the existing generator with a natural gas operated unit since the current one is obsolete. He stated that there is an existing natural gas line on Stephen Drive that could be tapped into. Mr. Ibach stated the new Darlington Valley PS is tentatively scheduled to be delivered next week. At this point, Mr. Fazler will proceed with his final design and will issue final drawings to put the project out to bid.

3. Riddle Hospital Expansion

Mr. Fazler stated that MTSA is currently in a holding pattern. A review letter for the televising of their sanitary sewer system was submitted. MTSA has received tapping fees but not revised plans or comments on the review letter.

4. DELCORA I & I Program

As part of the Board's agreement with DELCORA, the latter has agreed to perform certain I&I reduction work in Middletown Township. DELCORA would like to do this work under their Capital program which will require bidding. They are asking MTSA to provide them with a proposal to prepare bid documents to do work. Mr. Fazler noted DELCORA will be adding the inspection of manholes and televising of sewer lines in Rose Valley and Edgmont as part of the request for bids. For the MTSA portion of the I & I project, DELCORA will be doing the work on drainage areas at Fair Acres, Knowlton Road, and Heilbron pump stations.

5. Baltimore Pike Collector

Mr. Fazler stated that Franklin Mint installed most of the Baltimore Pike Collector starting at the Franklin Mint driveway going all the way to the PA State Police and beyond. He is still working with Septa on obtaining permits needed to remove the hillside on their property to make the connection from Baltimore Pike into the Chester Creek Interceptor. He is meeting with representatives from Franklin Mint tomorrow to update them and hoping to get an update from Kelly & Close on the NPDES permit

application submission.

6. Overview of Planning for DMI

This has already been covered under Manager's report.

● **QUESTIONS FROM THE AUDIENCE**

None

ADJOURNMENT

Upon motion by Mr. Sullivan and seconded by Mr. Hanna, the meeting was adjourned at 9:20 pm.

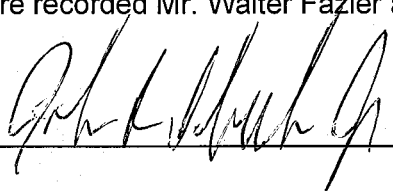
Respectfully Submitted,

John Ibach, Manager

Cc: Authority Board and Advisors Township
Manager
S.W.D.C.M.A.
DELCORA

The minutes were recorded Mr. Walter Fazler and transcribed by Ms. Liza Tierney

Approved: _____



Date: _____

5/18/20