

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

The regular monthly meeting of the Middletown Township Sewer Authority was held **virtually** via Zoom, on July 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.

- **PLEDGE OF ALLEGIANCE TO THE FLAG**

Chairman 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.

Once again, instructions for the public to attend this meeting were advertised and no public requests were received.

- **APPROVAL OF MINUTES OF THE MEETING HELD ON JUNE 15, 2020**

Mr. Scholz made a motion to approve the June 15, 2020 minutes. Mr. Bailey seconded the motion. The motion was carried with a vote of 5-0.

- **MONTHLY ACTIVITY REPORT**

- A. Manager's Report

- 1. Confined Space Entry Committee

- Mr. Ibach had emailed a copy of the CSE policy to the board. There were no questions or comments on this policy from Board members. Mr. Klodarska motioned to accept the CSE policy. Mr. Hanna seconded the motion. The motion was carried with a vote of 5-0.

- Mr. Sullivan, Mr. Flandreau, and Mr. Klodarska commended the committee's solid efforts to put forth a policy in a year's time frame that could become a model plan to be considered by other townships. Mr. Ibach stated that Mr. Brophy, KBX, met with Med-Tex to review KBX's CSE equipment and to get advice on how to get KBX certified on CSE Rescue. CSE rescue simulations will be demonstrated on KBX's yard as part of their training. Mr. Ibach stated that he would inform the Board once a date has been set in case anyone would like to attend.

- 2. 17 Rampart East Sanitary Sewer Overflow (SSO)

- Mr. Ibach stated that KBX started the repair on July 16th and should be finished by July 22nd. Presently they repaired the sanitary sewer main and are rehabilitating the swale located above MTSA's Sanitary Sewer. Mr. Fazler is inspecting KBX's progress daily. Mr. Sullivan inquired what type of surface this repair would consist of. Mr. Ibach stated that it would be a riprap lined swale.

- 3. 2020 Generator Service Proposal

Mr. Ibach informed the group he is in receipt of a proposal from Premium Power to conduct the annual maintenance for all 8 MTSA owned pump station generators. The proposal was in the amount of \$5,524.73. Mr. Scholz made the motion to approve the proposal. Mr. Hanna seconded the motion. The motion was carried with a vote of 5-0. Mr. Ibach stated that we will have 3 portable generators in case of power outages once the Parkmount PS is de-commissioned. Mr. Ibach also stated that both permanent and temporary generators are serviced annually.

4. Mr. Scholz - Sanitary Sewer Flow Analysis

Mr. Scholz reviewed the recent flowmeter data at the various MTSA interceptors, more specifically during the week of July 6th through July 13th. This time frame was chosen due to rain events that took place. He plugged the data into graphs/spreadsheet. He found that the daily flows are very similar except for July 10th when Middletown experienced a significant rain event. The graph showed that although infiltration peaked on July 10th in all interceptors, the inflow level went back down to normal within a day or two even for the Dutton Mill interceptor which had the highest sustained inflow rate. DMI's high sewer flow is also due to Rose Valley's I&I contribution. Mr. Scholz feels that DMI is a major source of I&I and its inflow data should be the first to be analyzed in further detail. Mr. Sullivan stated that this I&I study should be the next project after all current projects are completed.

Mr. Fazler stated that he attended a meeting with DELCORA and their engineering firm, Brown & Caldwell, to discuss I&I in the DELCORA collection system. DELCORA has been gathering inflow data for the last 10 years and is working with Brown & Caldwell to have them analyze this data to discern where the most I&I is coming from. During this meeting, Mr. Hurst, DELCORA's engineer, stated that 90% of its I&I is coming from 10% of the local municipalities. Middletown Township is not one of them. DELCORA's goal is to assist municipalities with severe I&I issues, identify the origin of the I&I and where they should focus their remedial work. Mr. Hurst stated that if MTSA would give Brown and Caldwell engineers permission to review existing MTSA sewer flow data, B&C would analyze the data and provide input on I&I and base flow analysis at no cost to MTSA. The Board agreed to forward data to Brown and Caldwell. Mr. Fazler will confirm that there is no cost to MTSA to proceed with this work.

B. Treasurer's Report

1. Payment of Operating Expenses

Mr. Hanna presented a list of paid invoices for the period of June 16, 2020, through July 17, 2020, for a total of \$1,068,564.68. The largest invoice was to BNY Mellon (\$923,408.96). Mr. Hanna posed a question about check # 9616 to Toll Brothers. Mr. Ibach clarified that there was an error on a previous invoice submitted by Mr. Flandreau. To rectify it, funds that were paid out of the escrow had to be put back in the fund.

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

2. Capital Expenses

Bond Redemption & Improvement Fund

Mr. Hanna reported the Capital Expenses totaling \$397,699.80. The largest expense was

to PACT One as payment #10 (\$393,854.80).

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

Capital Expenses – 2016 Bond Issue

Mr. Hannah reported Capital Expenses totaling \$24,597.05. The largest expense was to Bradford Engineering (\$24,139.83).

Mr. Hanna made a motion to approve payment of the Capital Expenses. Mr. Scholz seconded the motion. The Board approved with a vote of 5-0.

Mr. Hanna and Mr. Ibach are working to balance the Budget versus Actual Budget report. This will be ready for the next Board meeting. Some of Mr. Hanna's observations were sewer rents are down \$44,000 from last year, sewage treatment expenses are up \$79,000, pump station maintenance is up \$26,000, collection system expenditures are up \$20,000. Bond payments at net are up \$10,000. Mr. Sullivan questioned why MTSA's estimate was so much higher than last year. Mr. Scholz stated that sewage treatment rates increased from \$3.04 to \$3.50 per 1,000 gallons. Mr. Sullivan asked Mr. Hanna and Mr. Ibach to discuss the increase at the upcoming scheduled True up meeting with DELCORA.

3. Delaware Valley Regional Finance Association (DVRFA)

DVRFA approached Mr. Ibach about assisting MTSA on re-financing its 2016 Bond Issue. Mr. Ibach briefly explained the variable rate option that was being offered, and the associated risk of a defaulting participant in the consortium. This would mean that the remaining participants would have to contribute a share of the defaulting party's payment. He also stated that there are no refinance opportunities during the length of the term. Both Mr. Hanna and Mr. Fazler have had a good experience with DVRFA with fixed low interest rates and no defaults. Mr. Sullivan suggested to start discussing options offered by DVRFA and PFM in early January to be able to make a wise decision by the expiry of the no-call phase of the 2016 Bond in April.

4. Miscellaneous

Mr. Hanna stated that \$870,000.00 were transferred out of the LPL Financial account to PLGIT in July. This will be reflected in next month's packets to show the change and interest rate. This fund is protected by Municipal Authorities' Act for funds exceeding \$250,000. Mr. Ibach will send information to Mr. Flandreau regarding this Act.

B. Solicitor's Report

1. Cross Notice to MTSA/PACT

The agreement has been signed by Mr. Sullivan and Mr. Klodarska will also sign it before it is delivered to PACT. The work on the Cross property has been satisfactorily completed and the lateral connection was made. Mr. Flandreau stated that the Cross family was notified of the requirement to decommission their existing PS. This will be inspected by Bradford Engineers, to make sure the decommissioning is done according to MTSA standards. Mr. Fazler stated that MTSA does not want to accept the Cross' flows before the existing PS is completely abandoned and it has been cleaned and sanitized immediately after the flows are diverted to the Interceptor. Mr. Flandreau commended Mr. Ibach and Mr. Fazler on their efforts to have this project go smoothly as well as the Westlake property which have been quite challenging at times. Once Mr. Westlake's punch list is met and the Township has finalized their agreement with him, Westlake would pay MTSA the tapping fee, abandon their cesspool and connect to CCIP3. Mr. Ibach and

Mr. Fazler are working together on calculating the appropriate Westlake tapping fee.

2. Riddle Memorial Hospital Developer Agreement

Mr. Flandreau reported that this agreement is progressing well. Mr. Byrne, Riddle Hospital's legal representative, is in the process of reviewing the document. This agreement should be executed soon.

3. DELCORA/Del. Co. Lawsuit

Mr. Flandreau stated that there are letters in the Board's packets of correspondence between the County and DELCORA. Judge Dozer has this case on his schedule for July 27th & July 29th. Mr. Flandreau reported that he is on Judge Dozer's service list for any updates/progress on this case which will give MTSA adequate notice and reports in case any of the updates affects MTSA.

4. Guss Agreement

Mr. Flandreau stated that this Developer's agreement is ready to be signed and executed. Mr. Sullivan signed it today and it will be on its way to Mr. Klodarska for his attestation.

D. Engineer's Report

1. CCIP3 Construction

Mr. Fazler stated that the interceptor is fully operational at this time and is ready to accept flow. All components have been tested and are working properly. Lenni and Parkmount pump stations have been abandoned and PACT will be cleaning and disinfecting them before flows will be diverted to the Interceptor. This should be completed within the next two weeks by KBX. He stated that he is very pleased with the outcome despite the many challenges encountered. He commended everyone's cooperation in completing this project. Mr. Fazler discussed the change orders to the contract that he has been working on with Mr. Scholz and Mr. Sullivan. They are divided into 3 categories. Category 1 is about the changes MTSA was aware of and were discussed in June's MTSA Board meeting. These changes were the delay damages and extra depth and rock work at beginning of project through the Franklin Mint site (\$360,000), the change to a ductile iron pipe in the wetlands area near the Chester Creek trail (\$61,000), the removal of a 5,000 gallon underground fuel tank from the Ahern property including clean up and backfill (\$10,000), and the lining of manholes from Franklin Mint to the end of the CCI Phase III Interceptor (\$232,000). He stated that these Change orders are accounted for and is recommending approving the payment. Category 2 is for unforeseen circumstances that PACT encountered. Mr. Ibach and Mr. Fazler approved them to move the project forward. These included the cleanup of debris from the Graham property (\$8,000), the removal and disposal of soil because it was unsuitable as backfill from the Graham, Lye and Swann properties (\$60,000), the removal of two large trees on the Westlake dam in fear of having them fall and damage the dam (\$5,000), locating existing utilities and the water main on the Container Research property which included delay time and additional resources (\$50,000), and the repair of a damaged storm sewer found on the Graham property (\$6,500). The total change order of the first two categories is (\$793,288). Category 3 was discussed in executive session.

2. Darlington Valley Pump Station

No updates to report. Mr. Fazler will have this project out to bid in the next two weeks and will have an award recommendation by the next Board meeting.

3. Mission SCADA

Mr. Fazler reported that KBX is installing the SCADA systems at the Meadowbrook and Yearsley Mill pump stations. He would like to observe how KBX does with installing these systems, before deciding if more should be installed in any additional pump stations.

4. DELCORA I & I Program

Mr. Fazler had a pre-bid meeting with potential contractors to perform CCTV televising and repair work on the Knowlton Road PS drainage area as well as the work in Rose Valley and Edgmont townships. All the work will be completed as part of the same contract. Although the contract covers all three areas, it will be divided into the three bid sections so MTSA can keep track of the work in each township. This bid opening is scheduled for August. By next Board meeting, Mr. Fazler should know the status of the bid, the pricing, and the schedule of completion.

5. Overview of Planning for DMI

Mr. Fazler stated that he has finished the ACT 537 plans for this project. It will be sent to the county and Middletown Township Planning for their review and will also be advertised for public comment. Mr. Fazler is hoping that by September/October, it will be ready for Middletown Township Council to approve so he can move on to final design, easement acquisition and bidding for the final pump station for the McCall Heights area.

6. Baltimore Pike Collector

Mr. Fazler stated the collector is installed from the base of the Septa project to the end of the collector. Mr. Fazler is waiting for Septa to authorize McKee to remove the mound to be able to connect into the Chester Creek interceptor pipe. DEP has received the permit application. Once approved, Walsh will begin to remove the mound and McKee will install the remainder of the Collector. Mr. Fazler stated that during the last rainstorm (July), there was an issue with stormwater flowing from a Baltimore Pike Collector manhole. Due to the large volume of water Mr. Fazler informed McKee that an engineer's report explaining and mitigating the occurrence would be required. Mr. Fazler will delay connection until the report is received and reviewed. McKee has hired KBX to televise the entire collector and connecting laterals to assist in determining the cause of the flow. Mr. Fazler will have an update at the next Board meeting along with a recommendation on whether the CCI III connection should be allowed.

7. PA State Police Pump & Haul

Mr. Fazler stated that the PA State Police wanted to pursue a temporary pump & haul option so they can open their new building. This would require a municipal entity to sponsor the pump & haul with DEP. MTSA would be the sponsor, but would sign an agreement with McKee, the landowner, who would be responsible for all the expenses. Instead of the Pump & Haul option, Mr. Fazler suggested that McKee connect into the existing Franklin Mint Force Main. He stated that he is waiting to receive information on how they plan on connecting into the existing force main. Mr. Fazler informed McKee he would need to review and approve their proposed method of connecting into the force main. Once the additional information is received and reviewed, Mr. Fazler will approve it on behalf of MTSA.

8. Riddle Memorial Hospital

Mr. Fazler reported that he is reviewing the plans and public improvement cost estimate. He is also reviewing the CCTV reports provided by the hospital's contractor. He informed

the hospital's engineers that open channel flow meters will need to be installed to monitor all RMH's flows into the various connections to MTSA's Interceptors. Per the agreement, these meters will be installed at RMH's expense. Once the meters are installed, Riddle will be billed based on their actual sewer flows and not water consumption.

- **QUESTIONS FROM THE AUDIENCE**

None

ADJOURNMENT

Upon motion by Mr. Sullivan and seconded by Mr. Hanna, the meeting was adjourned at 9:25 pm.

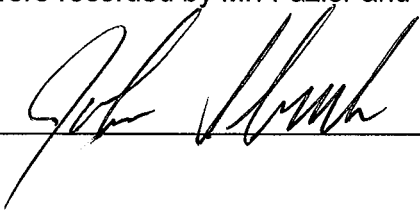
Respectfully Submitted,

John Ibach, Manager

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

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

Approved: _____



Date: _____

