

MINUTES OF THE MEETING
OF THE MIDDLETOWN TOWNSHIP, DELAWARE COUNTY SEWER AUTHORITY
HELD ON SEPTEMBER 21, 2020

The regular monthly meeting of the Middletown Township Sewer Authority was held **virtually** via Zoom, on September 21, 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, Walter Fazler, Engineer, John Ibach, Manager, and Francis 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.

Mr. Sullivan announced the Board had an Executive Session prior to the Board Meeting to discuss possible litigation matters.

Instructions for the public to attend the Board meeting were advertised and no public requests were received.

- **APPROVAL OF MINUTES OF THE MEETING HELD ON AUGUST 17, 2020**

Mr. Scholz made a motion to approve the August 17, 2020 minutes. Mr. Bailey seconded the motion. The motion was carried with a vote of 5-0.

- **2019-2020 AUDIT PRESENTATION**

Mr. Nepo, Marcum LLP, presented a detailed summary of the 2019-2020 MTSA Draft Audit. The Audit will be finalized when the GASB 68 report is completed by PMRS. Mr. Nepo is hoping to receive PMRS's report no later than December to finalize the financials. In the meantime, Mr. Ibach will post the draft version on the EMMA website until the final audit is completed. MTSA is required to post the Audit on EMMA as part of the Bond Issue Continuing Disclosure requirements.

- **MONTHLY ACTIVITY REPORT**

A. Manager's Report

1. 17 Rampart East Sanitary Sewer Overflow (SSO)

Mr. Ibach reported that KBX's repair of the gravity sewer main and the Township's storm sewer swale is complete despite the delay caused by the August storms which necessitated repeating the final touches of the repair.

Mr. Sullivan posed a question about another erosion situation located in Riddlewood which is affecting the MTSA sewer mains. Mr. Ibach stated that he will be meeting with Mr. Fazler to assess the area and report back at the October Board meeting whether MTSA needs to be involved. Mr. Ibach has also reached out to the Middletown Township Manager and Engineer to keep them abreast of the situation.

2. MTSA Pump Station Back-up Power

Mr. Ibach presented Mr. Fazler's evaluation of all existing MTSA pump stations without back-up power. Of the twenty existing pump stations, there are twelve without generators. Five of these pump stations, Paul Lane, Meadowbrook, Meadowhurst, Elwyn and Painter Road, are considered high priority based on their flow volume. The remaining pump stations without generators are Knowlton Charter, Springhouse, Ridley Creek, Forge Road, Hunter Street, Eric Lane, and Fox Road. The cost for five permanent generators is estimated at \$350,000 plus engineering fees. Mr. Fazler stated that purchase of the generators will have to be put out for bid unless the generators could be purchased through the Costars program which Mr. Ibach will investigate. The remaining pump stations without back-up power will use three portable generators currently owned by MTSA. It was also discussed that as some of the older pump stations are nearing replacement, a permanent back-up generator will be included as part of their upgrades. Mr. Fazler stated that some of the existing permanent generators are antiquated and may need to be replaced before their respective pump stations are ready to be updated. Mr. Scholz motioned to approve the purchase of five new permanent generators for the recommended pump stations. Mr. Hanna seconded the motion. The motion was carried with a vote of 5-0.

3. PA Master Casting Agreement

Mr. Ibach stated that a draft copy of the Resolution and the Master Casting Agreement are included in the Board's packets. PENNDOT is now in the process of extending this renewal term to 10 years from the current 3 years. Upon passing the Resolution, the Master Casting Agreement will require signatures by Mr. Sullivan and Mr. Klodarska. This Agreement will allow PENNDOT to repair MTSA owned sanitary sewer manholes while performing their roadway projects. Mr. Hanna motioned to authorize the execution of the PENNDOT Master Casting Agreement. Mr. Klodarska seconded the motion. The motion was carried with a vote of 5-0.

4. DELCORA True-Up Meeting

Mr. Ibach, Mr. Hanna, Mr. Fazler and Mr. Scholz attended a Zoom meeting with DELCORA representatives. Per his data analysis, Mr. Scholz reported that MTSA's budgeted treatment costs have been much lower than other utilities for the last few years and will likely continue to be lower for one more year before AQUA's takeover. The main concern is the amount MTSA pays into the Long-Term Control Plan (LTCP) which includes both the Eastern and Western regions. MTSA is hydraulically connected and generates additional flows during rain events which restricts other users' contributions. Mr. Scholz further stated Middletown Township's 537 Plan uses a 2.5 peaking factor and MTSA's peak flows range between 4 to 7 million gpd.

Mr. Fazler presented the Board with a map and flow data of MTSA's interceptors. The map shows the locations of the rain gauge, and the Glen Riddle, King's Mill, Chrome Run, and Crum Run flow meters. Mr. Fazler explained the total flow from the four flow meters should match what the CCI records. The other meter is the Dutton Mill meter, which accepts flows from the Dutton Mill interceptor and Rose Valley. Cumulative flows from CCI and Dutton Mill discharge to the Chester Ridley station. These flows should equal the CRC PS recording. Mr. Sullivan inquired if MTSA's flow meter figures are relatively accurate in comparison to DELCORA's meter. Mr. Fazler was unsure because he has not yet analyzed this data. Mr. Sullivan asked Mr. Fazler to do an analysis to determine accuracy. Mr. Scholz stated that he has found the information to be fairly accurate.

B. Treasurer's Report

1. Payment of Operating Expenses

Mr. Hanna presented a list of paid invoices for the period of August 18 through September 18, 2020, for a total of \$166,381.79. The largest invoice was to KBX (\$56,608.06). Mr. Hanna made a motion to approve these paid invoices. Mr. Scholz seconded the motion. The board approved with a vote of 4-0 with Mr. Hanna abstaining on the KBX invoice. The other invoices were approved 5-0.

2. Capital Expenses – 2016 Bond Issue

Mr. Hanna reported the Capital Expenses totaling \$315.00 to Whel-Tec. Mr. Hanna made a motion to approve payment of this Capital Expense. Mr. Bailey seconded the motion. The board approved with a vote of 5-0.

Mr. Ibach stated that the 2016 Bond Issue funds have been depleted at this time.

3. Capital Expenses – Bond Redemption and Improvement Fund

Mr. Hanna reported Capital Expenses totaling \$620,699.02. The largest expense was to PACT One (\$584,523.60). 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.

4. Miscellaneous

Mr. Hanna stated that there is a CD maturing on 10/26. He will be meeting with Mr. Ibach to discuss other CD options. Mr. Hanna also asked Mr. Ibach to inquire about the interest rate on the MTSA checking account with Franklin Mint.

C. Solicitor's Report

1. Riddle Memorial Hospital Developer's Agreement

Mr. Flandreau reported that the Developer's Agreement has been signed by RMH and received by MTSA. MTSA has also received escrow funds covering the sanitary sewer improvements. He informed the Board that he is still waiting to receive escrow funds for engineering and legal fees. Mr. Flandreau also stated that the Security Improvement and the Easement Agreements have been signed. RMH has not started the work because they are awaiting documentation from the Township.

2. DELCORA/Del. Co. Lawsuit

Mr. Flandreau updated the Board members that the September hearing was cancelled and will be combined with the October hearing (10/21). Mr. Flandreau will continue to monitor and is in good communication with the lawyers involved in the event any new developments arise.

3. CCIP3 Storm Damage

Mr. Flandreau stated that there were three damage reports. The first was to the Westlake property and PACT agreed to take care of the raking and seeding. The second area was the paved area on the DeMichele property which caused extensive damage to the parking lot. He stated that Mr. Fazler is working with PACT to reach a tentative settlement on re-paving the driveway. Mr. Ibach and Mr. Fazler will be meeting with Mr. DeMichele and PACT to discuss assignment of tasks and who will be responsible financially. Mr. Fazler stated that MTSA may have to spend another \$15,000 for any disputes concerning the parking lot. The third significant damage occurred to the

Septa culvert area that Walsh recently constructed under the railroad tracks. The CCI concrete pipe encasement was badly damaged, exposing the interceptor pipe. Mr. Fazler is working with PACT on an agreement to repair and secure the concrete encasement around the interceptor and to reinforce this area at a reasonable price. Mr. Fazler feels that all these issues have been addressed and should be resolved with no litigation. Mr. Sullivan made a motion to authorize the additional contribution of up to \$15,000 for the paving of the DeMichele parking lot. Mr. Hanna seconded the motion. The Board approved with a vote of 5-0.

D. Engineer's Report

1. CCIP3 Construction

In addition to Mr. Flandreau's report on storm damage (CCIP3), Mr. Fazler reported the repair to the culvert area will cost approximately \$40,000.00 and will be presented as a change order. This work will take place in the next few weeks. Mr. Fazler also reported that CCIP3 is working as designed and awaiting Baltimore Pike Collector flows.

2. CCIP1 Chrome Run Bridge Repairs

Mr. Fazler stated that the project was awarded to Solid Wall, LLC. MTSA is awaiting their Certificate of Insurance, Bond, and the signed contract. Once all necessary documentation is received, Mr. Fazler will schedule a pre-construction meeting with Solid Wall and issue the Notice to Proceed. The project should be completed by end of the year.

3. Darlington Valley Pump Station

Mr. Fazler stated that three bids were received for the construction of this pump station. PSI Construction was the lowest bidder in the amount of \$385,730.00. This bid was significantly higher than the engineer's estimate. His recommendation to the Board is to reject the bids, make modifications and send it out for bid as two separate projects, one for the electrical work and the second for construction of the pump station. Mr. Scholz made a motion to approve the rejection of these bids, the modification of the existing bid documents and the rebidding process. Mr. Bailey seconded the motion. The Board approved with a vote of 5-0.

4. Mission SCADA

Mr. Fazler reported that KBX finished the installation of the Mission SCADA systems at the Meadowbrook and Yearsley Mill pump stations. A test conducted on the Meadowbrook pump station indicated the system was properly installed and working as expected. He has not yet tested Yearsley Mill pump station since it was just finalized on Friday, 9/18. However, data received showed the system is working as intended. Some deficiencies were encountered in the analysis of the data and installation proved to be more complicated than anticipated. This was due to the as-built drawings and wiring diagrams that were not updated as repairs were made to the controls over time. Mr. Fazler stated that upfront engineering work would be the most economical way to go about planning and installing any future SCADA systems.

5. DELCORA I & I Program

Mr. Fazler stated that Video Pipe Services began televising the sanitary sewer mains today, 9/21, in the High Meadow area. Once cleaning is complete televising will commence. This project is anticipated to take 9 months to complete. Mr. Fazler will present the Board with progress reports and a more detailed schedule at October's Board meeting.

6. Overview of Planning for DMI

Mr. Fazler stated that there are no updates to report for this month.

7. Baltimore Pike Collector

Mr. Fazler stated that the SEPTA contractor is almost finished removing the hillside in the vicinity of the collector. After removal, Meyers contractors will be installing the remaining portion of the collector and it should be operational by the end of October.

8. Chrome Run CCTV

KBX provided Mr. Fazler with reports from their televising. He does not see any issues of concern.

9. Chrome Run Interceptor Relocation/Replacement

The severe storms in August also caused damage in the Chrome Run Interceptor area. This was covered by local newspapers with a picture of a MTSA manhole in the center of the stream. The DEP has been alerted and is fully aware that Middletown Township is in the initial planning stages to rectify this situation. This would include relocating any sections too close to the stream and the current manhole as well as obtaining or updating any necessary rights-of-way. Mr. Sullivan expressed interest in walking the Interceptor's current path with Mr. Ibach.

• **QUESTIONS FROM THE AUDIENCE**

None.

ADJOURNMENT

Upon motion by Mr. Sullivan and seconded by Mr. Hanna, the meeting was adjourned at 9:02 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: _____

10/19/20