

**Easttown Township Municipal Authority
Business Meeting Minutes of the Meeting of February 9, 2016**

Mr. Burnett called the meeting to order at 7:00 pm with Authority members: Douglas Burnett, Todd Pohlig, Martin Cappelletti, C. Richard Morsbach, A. John May, and Kevin McCauley present. Staff present: Dan Fox, Township Manager; Gary Bernhard, Authority Administrator & Public Works Director; and Brady Flaharty, P.E., Authority Engineer. Supervisor Liaison present: Fred Pioggia.

MINUTES

Motion by Mr. Cappelletti, seconded by Mr. Morsbach, and carried unanimously to approve the regular meeting minutes of January 12, 2016.

BUSINESS

AUTHORITY ENGINEERING REPORT

EASTTOWN MUNICIPAL AUTHORITY

**ENGINEER'S REPORT
February 9, 2016 Meeting**

1. Miscellaneous Projects (5080.65)

➤ Flow Reporting:

- VFSA Meter Reading Report: Prepared report for December 2015 flows, and transmitted same to VFSA. **Action Item:** ARRO will continue to prepare monthly VFSA Meter Reading Reports.
- EMA Flow Reports: Prepared reports for December 2015 flows for discussion at Authority meeting. **Action Item:** ARRO will continue to prepare monthly flow reports.
- Chapter 94 Report: Currently preparing Chapter 94 Annual Wasteload Management Report for 2015.
- Annual Operations Report: Currently preparing Annual Operations Report as required by Trust Indenture.
- Tredyffrin/VCTS/WRFM Status: Authority Engineer to provide status update at meeting.

2. Newtown Pump Station Upgrade (5080.27)

- O&M Manual revisions are still needed from the Electrical contractor.
- The maintenance period for the General Contractor ends 7/15/16. **Action Item:** ARRO to coordinate with Public Works Director in advance of end of maintenance period to have punchlist developed for each contractor.

3. Daylesford Pumping Station Upgrade (5080.46)

- Construction phase is under way. **Action Item:** Contractors to achieve substantial completion by 6/18/16 and final completion by 7/23/16. Project appears to be on schedule.
- Application for Payment No. 1 from the General Contractor and Application for Payment No. 2 from the Electrical Contractor should be in meeting packets. **Action Item:** Authority to consider payment applications in bill payment portion of agenda.

4. Berwyn Pumping Station Upgrade (5080.48)

- The end of maintenance period for the General Contractor is 2/10/16. **Action Item:** ARRO is coordinating with Public Works Director to have punchlist, if necessary, developed.

5. Sharps Woods Gravity Main Replacement (5080.51)

- ARRO has resumed design and permitting activities. Permit submissions/resubmissions are ready pending receipt of checks for application fees.
- Two easements are required. One has been executed and recorded. The second, for Natural Lands Trust, is being prepared. **Action Item:** Authority to obtain acceptable planting design and associated cost from Doyle & McDonnell for presentation to NLT.
- Project is slated to be publicly bid 2nd quarter 2016.

6. 2012 Maintenance, Repair and Emergency Response (5080.55)

- Director of Public Works Report:
 - **Daylesford Drainage Area:**
 1. No scheduled repair work.
 - **Berwyn Drainage Area:**
 1. No scheduled repair work.
 - **Saybrook Drainage Area:**
 2. No scheduled repair work.

7. 2012 Sanitary Sewer System Televising (5080.57)

- Director of Public Works Report:
 - **Daylesford PS Drainage Area:**
 1. No scheduled televising, cleaning or repair work.
 - **Berwyn PS Drainage Area:**
 1. No scheduled televising, cleaning or repair work.
 - **Saybrook PS Drainage Area:**
 1. No scheduled televising, cleaning or repair work.

8. Sewer System Operations

- Director of Public Works Report:
 - January 2016 PMI (Preventative Maintenance Inspection).
 1. **Saybrook Pump Station:**
 - Valve Pit: *No action has been taken at this time.*
 - Wet Well: *No action has been taken at this time.*
 - *No other action taken at this time*

- 2. Spring Knoll Pump Station:**
 - Pumps: *No action has been taken at this time.*
- 3. Devon Hunt Pump Station:**
 - *No maintenance items at this time.*
- 4. Exeter Pump Station:**
 - Wet Well: Switch was removed and cleaned. It's operational at this time.
 - Blower: The shaft bearings were greased and the blower belt was replaced.
- 5. Newtown Pump Station:**
 - Bioxide System: The bioxide is not delivered in the winter. Therefore the fan is not needed at this time and is the responsibility of Evoqua, who we lease the unit from.
- 6. Berwyn Pump Station:**
 - Pump #2: Due to the limit switch glitch, the pump has been decommissioned until a new control in the VFD is implemented.
 - Hydrovane Air System: *No action taken at this time.*
 - Bioxide Tank: The fan will be replaced before the delivery of Bioxide in warmer weather.
 - Check Valve: Check valves do slam on occasion based on the speed of the pumps. No need for concern at this time.
- 7. Daylesford Pump Station:**
 - *No action taken at this time in lieu of the station retrofit.*
- 8. Foxcreek Pump Station:**
 - Pump #1: The pump has improved since last inspected. There must have been a small blockage.
 - Wet Well: Cleaned on 12/23/15
- 9. Millbrook Pump Station:**
 - Meter Pit: Water was pumped out the week of 12/28/15
- 10. Pinecroft Pump Station:**
 - Meter Pit: Water was pumped out the week of 12/28/15
- 11. Berwyn Estates Pump Station:**
 - Meter Pit: Water was pumped out the week of 1/15/16
- 12. The Greens at Waynesborough:**
 - Muffin Monster: The Muffin Monsters are pulled annually in the spring for inspection and service. We will check for excessive wear.

MUNICIPAL MAINTENANCE; PMI REPORTS

Discussion

CONTRACT; SANITARY SEWER SYSTEM MAINTENANCE, REPAIR & EMERGENCY RESPONSE

CONTRACT; SANITARY SEWER SYSTEM TELEVISIONING

Motion by Mr. May, seconded by Mr. Morsbach, and carried unanimously to extend the contracts for one year for Sanitary Sewer System Maintenance, Repair and Emergency Response with Ronald Smith, Inc. and Sanitary Sewer System Televising with Pipe Services Corporation.

MONTHLY LIST OF BILLS & FINANCIAL REPORT

Operating Fund (FUND 62)

ARRO Consulting Inc. (1007)

Inv #31563 01/28/16 GIS Applications & Maintenance	\$288.00	
Inv #31556 01/28/16 Miscellaneous Services -2016	\$1,257.50	
Inv #31553 01/28/16 Miscellaneous Services -2015	\$150.00	\$1,695.50

Total Operating Fund

2011 Project Fund (Fund 80)

ARRO Consulting, Inc. (#652)

Inv #31561 01/28/16 Newtown PS Upgrade	\$814.33	
Inv #31551 01/28/16 Daylesford PS Upgrade	\$19,968.30	
Inv #31562 01/28/16 Berwyn PS Upgrade	\$36.00	
Inv #31554 01/28/16 Berwyn Resolution	\$70.00	
Inv #31557 01/28/16 I/I Eradication	\$325.00	
Inv #31559 01/28/16 Sharps Woods Gravity Main Replacement	\$10,412.13	
Inv #31555 01/28/16 Wilson Road Force Main Emer. Replacement	\$1,505.50	
Inv #31558 01/28/16 Maintenance, Repair & Emer. Response Sanitary Sewer Sys Televising	\$667.30	
	\$0.00	\$33,798.56

Commonwealth of Pennsylvania. (#653)

Part II Permit Application Fee	\$100.00	\$100.00
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Chester County Conservation District Clean Water Fund (#654)

NPDES Permit	\$500.00	\$500.00
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Commonwealth of Pennsylvania Clean Water Fund (#655)

NPDES Disturbed Acreage Fee	\$200.00	\$200.00
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Chester Conuty Conservation District (#656)

E&S Application Fee	\$250.00	\$250.00
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PSI Pumping Solutions, Inc. (#657)

Daylesford PS Upgrade Project, Payment 1, Dated 01/22/16	\$40,950.00	\$40,950.00
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AJM Electric, Inc. (#658)

Daylesford PS Upgrade Project, Payment 2, Dated 01/20/16	\$14,670.00	\$14,670.00
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Pipe Services Corporation (#659)

Sanitary Sewer Televising, Payment 3, Dated 01/31/16	\$2,398.86	\$2,398.86
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Pipe Services Corporation (#659)

Sanitary Sewer Televising, Payment 3, Dated 01/31/16	\$2,398.86	\$2,398.86
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Total 2011 Project Fund		\$92,867.42
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Motion by Mr. May, seconded by Mr. McCauley, and carried unanimously to approve the bills for February 12, 2016.

CAPACITY REQUESTS

23 Dorset Road

Motion by Mr. Pohlig, seconded by Mr. Cappelletti, and carried unanimously to approve the capacity request for 23 Dorset Road, Devon.

DISCUSSION

None

PUBLIC FORUM

None

The meeting adjourned at 8:20 pm.

Respectfully submitted,
Kate Jones
Recording Secretary