

**Easttown Township Municipal Authority
Business Meeting Minutes of the Meeting of May 10, 2016**

Mr. Burnett called the meeting to order at 7:20 pm with Authority members: Douglas Burnett, Todd Pohlig, C. Richard Morsbach, A. John May, Kevin McCauley, Martin J. Cappelletti, and Kim Reynolds present. Staff present: Gary Bernhard, Directory of Public Works & Authority Administrator; Brady Flaharty, P.E., Authority Engineer; and Fred Pioggia, Supervisor Liaison.

MINUTES

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

BUSINESS

**ENGINEER'S REPORT
May 10, 2016 Meeting**

1. Miscellaneous Projects (5080.65)

➤ Flow Reporting:

- VFSA Meter Reading Report: Prepared report for March 2016 flows, and transmitted same to VFSA. **Action Item:** ARRO will continue to prepare monthly VFSA Meter Reading Reports.
- EMA Flow Reports: Prepared reports for March 2016 flows for discussion at Authority meeting. **Action Item:** ARRO will continue to prepare monthly flow reports.

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)

- The General Contractor (PSI) has demolished several of the structures. PSI has exposed portions of the roof damaged by carpenter ants and will be exposing the rest in the next week to see if there is more damage that is not visible from the attic. PSI also has installed the retaining wall required by PECO and is backfilling to grade behind the wall. PSI plans to raise the piping in the dry well based upon discussion from the Owner and Engineer, and has cored the dry well wall. The pumps have been installed in the dry well. The transformer has been set. Now that the transformer and retaining wall are in place, PECO will be able to energize the transformer. **Action Item:** Contractors to achieve substantial completion by 6/18/16 and final completion by 7/23/16.

- Applications for Payment No. 3 from the General Contractor and Electrical Contractor should be included in meeting packets. **Action Item:** Authority to consider approval of payment application in bill payment portion of the Agenda

4. Berwyn Pumping Station Upgrade (5080.48)

- The end of maintenance period for the General Contractor was 2/10/16. End of maintenance period punchlist was issued prior to the end of the maintenance period. **Action Item:** General Contractor to address punchlist items.

5. Sharps Woods Gravity Main Replacement (5080.51)

- Permit application submissions/resubmissions have been made. NPDES and WQM permits have been received.
- 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 3rd quarter 2016.

6. Maintenance, Repair and Emergency Response (5080.55)

- Director of Public Works Report:
 - **Daylesford Drainage Area:**
 1. A list of manholes and their frames and covers were repaired began the week of 4/4 thru 4/18/16.
 - **Berwyn Drainage Area:**
 1. A list of manholes and their frames and covers were repaired began the week of 4/4 thru 4/18/16.
 - **Saybrook Drainage Area:**
 1. A list of manholes and their frames and covers were repaired began the week of 4/4 thru 4/18/16.

7. 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:
 - April 2016 PMI (Preventative Maintenance Inspection).
 1. **Saybrook Pump Station:**
 - Wet Well: *No action has been taken at this time.*
 - Valve Pit: *No action has been taken at this time.*
 2. **Spring Knoll Pump Station:**

- Pump #1. Run indicator light: The part will be in the week of 5/16/16 and installed.
- 3. Devon Hunt Pump Station:**
 - Pump #2. Run indicator light: The light has been replaced and back in operation.
- 4. Exeter Pump Station:**
 - *No maintenance items at this time.*
- 5. Newtown Pump Station:**
 - *No maintenance items at this time.*
- 6. Berwyn Pump Station:**
 - Pump #2: Has been removed for repair under warranty.
- 7. Daylesford Pump Station:**
 - *No action taken at this time in lieu of the station retrofit.*
- 8. Foxcreek Pump Station:**
 - Wet Well: Pipe Services cleaned wet wells on April 7th and 8th.
- 9. Millbrook Pump Station:**
 - Wet Well: Pipe Services cleaned wet wells on April 7th and 8th.
- 10. Pinecroft Pump Station:**
 - Wet Well: Pipe Services cleaned wet wells on April 7th and 8th.

- 11. Berwyn Estates Pump Station:**
 - Generator Transfer Switch: Dyna Tech installed a used electronic board, which we had *in* stock, in the control panel.
- 12. The Greens at Waynesborough:**
 - Wet Well: Pipe Services cleaned wet wells on April 7th and 8th.

MUNICIPAL MAINTENANCE; PMI REPORTS

Discussion

MONTHLY LIST OF BILLS & FINANCIAL REPORT

**EASTTOWN MUNICIPAL AUTHORITY
LIST OF BILLS - May 10, 2016**

1			
.	Operating Fund (FUND 62)		
	ARRO Consulting Inc. (1019)		
	Inv #32990 05/03/16 Devon Horse Show-Public Sewer		
	Tie-in	\$419.52	\$419.52
	Inv #32921 04/27/16 Miscellaneous Services	\$1,128.10	\$1,128.10
	Buckley Brion		
	Inv #9976 05/05/16 Valley Creek Sewer	\$1,858.20	\$1,858.20
	Total Operating Fund		\$3,405.82

2

. 2011 Project Fund (Fund 80)		
ARRO Consulting, Inc. (#664)		
Inv #32913 04/27/16 Newtown PS Upgrade	\$693.10	
Inv #32914R 05/06/16 Daylesford PS Upgrade	\$22,193.39	
Inv #32915 04/27/16 Berwyn PS Upgrade	\$208.00	
Inv #32919 04/27/16 Berwyn PS - Resolution	\$1,005.66	
Inv #32917 04/27/16 I/I Eradication	\$325.00	
Inv #32916 04/27/16 Sharps Woods Gravity/Main Replacement	\$1,215.68	
Inv #32920 04/27/16 Wilson Road Force Main Emer. Replacement	\$750.00	
		\$26,547.43
Inv #32918 04/27/16 Sanitary Sewer Sys Televising	<u>\$156.60</u>	3
AJM Electric, Inc (#665)		
Daylesford PS Upgrade Project, Payment 3, Dated 05/03/16	\$5,490.00	\$5,490.00
PSI Pumping Solutions, Inc (#666)		
Daylesford PS Upgrade Project, Payment 3, Dated 05/03/16	\$209,538.00	\$209,538.00
		\$241,575.43
Total 2011 Project Fund		43

Motion by Mr. May, seconded by Mr. McCauley, and carried unanimously to approve the bills for May 10, 2016.

CAPACITY REQUESTS

None

DISCUSSION

None

PUBLIC FORUM

None

The meeting adjourned at 7:55 pm.

Respectfully submitted,
 Gary Bernhard
 Recording Secretary