

**Easttown Township Municipal Authority
Business Meeting Minutes of the Meeting of September 13, 2016**

Mr. May called the meeting to order at 7:00 pm with Authority members: Douglas Burnett (via telephone), Martin Cappelletti, C. Richard Morsbach, and A. John May present. Staff present: Gary Bernhard, Director of Public Works & Authority Administrator, Brady Flaharty, Municipal Authority Engineer, and Fred Pioggia, Supervisor Liaison.

MINUTES

Motion by Mr. May, seconded by Mr. Morsbach, and carried unanimously to approve the regular meeting minutes of August 9, 2016.

BUSINESS

**ENGINEER'S REPORT
September 13, 2016 Meeting**

1. Miscellaneous Projects (5080.65)

➤ Flow Reporting:

- VFSA Meter Reading Report: Prepared report for July 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 July 2016 flows for discussion at Authority meeting. **Action Item:** ARRO will continue to prepare monthly flow reports.
- WRFM Act 537 Plan: Authority Engineer to provide update at meeting.
- CAP/CMP: PADEP did not release the Berwyn and Saybrook drainage areas and subdrainage areas from the CAP/CMP as requested, but has released some requested capacity in those drainage areas (see 8/23/16 PADEP letter, which should be in meeting packets).

2. Newtown Pump Station Upgrade (5080.27)

- The maintenance period for the Electrical Contractor ends 7/12/17. **Action Item:** ARRO to coordinate with Public Works Director to have punchlist developed and issued in advance of end of maintenance period.

3. Daylesford Pumping Station Upgrade (5080.46)

- Application for Payment No. 7 from the General Contractor is included in the meeting packets. **Action Item:** Authority to consider approval of payment application in bill payment portion of the Agenda.
- Application for Payment No. 6 from the Electrical Contractor is included in the meeting packets. **Action Item:** Authority to consider approval of payment application in bill payment portion of the Agenda.

- We received a 9/1/16 letter from the General Contractor that it intends to file a claim against the Electrical Contractor for delays, in accordance with the General and Supplementary Conditions, for additional time and cost, which will be accounted for at final completion.

4. Sharps Woods Gravity Main Replacement (5080.51)

- Received all required permits except for Drainage Permit from Township, and GP (General Permit) – 5 (Utility Line Stream Crossing), GP-7 (Minor Road Crossing) and GP-8 (Temporary Road Crossing) from PADEP. PADEP is requiring a bog turtle habitat assessment since wetlands were found in the project area. A Phase 1 Bog Turtle Habitat Assessment is being scheduled with our subconsultant, Skelly & Loy. According to Skelly & Loy, the Phase 1 can be conducted any time as long as there is no snow cover or frozen ground. A Phase 2, if needed, can only be done April 15 to June 15 and it requires 4 total site visits with 2 required to be in May. Skelly & Loy believes that if the Phase 1 finds potential habitat(s), then it may be possible to perform preventative measures with the approval of Fish and Boat (or Wildlife) Commission instead of needing the Phase 2 because it is a utility line project.
- All necessary easements are in place.
- Project is slated to be publicly bid 3rd quarter 2016.

5. Maintenance, Repair and Emergency Response (5080.55)

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

6. 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.

7. Sewer System Operations

- Director of Public Works Report:
 - August 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:**
 - *No maintenance items at this time.*

- 3. Devon Hunt Pump Station:**
 - *No maintenance items at this time.*
- 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 #3: Is scheduled to be removed and repaired under warranty.
- 7. Daylesford Pump Station:**
 - *No inspection is taken at this time in lieu of the station retrofit.*
- 8. Foxcreek Pump Station:**
 - *No maintenance items at this time.*
- 9. Millbrook Pump Station:**
 - *No maintenance items at this time.*
- 10. Pincroft Pump Station:**
 - *No maintenance items at this time.*
- 11. Berwyn Estates Pump Station:**
 - *No maintenance items at this time.*
- 12. The Greens at Waynesborough:**
 - Wet Well: *No action has been taken at this time.*

MUNICIPAL MAINTENANCE; PMI REPORTS

Discussion

MONTHLY LIST OF BILLS & FINANCIAL REPORT

**EASTTOWN MUNICIPAL AUTHORITY
 LIST OF BILLS - September 13, 2016**

1. Operating Fund (FUND 62)		
ARRO Consulting Inc. (1025)		
Inv #34936 08/26/16 Miscellaneous Services	\$1,186.00	\$1,186.00
Buckley Brion (1026)		
Inv #10817 08/29/16 General	\$47.30	\$47.30
Total Operating Fund		\$1,233.30
2. Capital Fund (Fund 63)		
ARRO Consulting, Inc. (1005)		
Inv #34308 07/27/16 Newtown PS Upgrade	\$0.00	
Inv #34309 07/27/16 Daylesford PS Upgrade	\$26,788.33	
Berwyn PS Upgrade	\$0.00	
Inv #34311 07/27/16 I/I Eradication	\$642.63	
Inv #34310 07/27/16 Sharps Woods Gravity/Main Replacement	\$575.86	
Inv #34313 07/27/16 Wilson Rd Force Main Emer Rehab	\$1,608.00	
Inv #34312 07/27/16 Maintenance, Repair & Emergency	\$0.00	

Sanitary Sewer Sys Televising	<u>\$0.00</u>	\$29,614.82
AJM Electric, Inc. (1006)		
Daylesford PS Retrofit Project - Appl. #6, Dated 08/24/16	\$450.00	\$450.00
PSI Pumping Solutions, Inc (1007)		
Daylesford PS Upgrade Project #7, Dated 08/18/16	\$133,411.36	\$133,411.36
Total Capital Fund		\$163,476.18

Motion by Mr. May, seconded by Mr. Cappelletti, and carried unanimously to approve the bills for September 12, 2016.

Mr. May requested that staff determine and provide him with whether the recent reimbursement from Tredyffrin Township was put into the operating or capital Municipal Authority budget.

CAPACITY REQUESTS

None

DISCUSSION

None

PUBLIC FORUM

None

The meeting adjourned at 7:33 pm.

Respectfully submitted,
 Kate Jones
 Recording Secretary