

**EAST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY
MARCH 12, 2019**

Members in Attendance:

Michael Corbin, Chairman
Sandra Moser, Vice Chairman
David Summers, Treasurer
David Whelihan, Member

Absent:

Don Graewe, Member

Also in Attendance:

Scott Piersol, Township Manager
Luke Reven, Assistant Township Manager
Matthew Van Lew, Township Road Master
Thomas Oeste, Esq., Municipal Authority Solicitor
Joseph Boldaz, Municipal Authority Engineer
Jan C. Bednarchik, Recording Secretary

The Municipal Authority meeting of Tuesday, March 12, 2019, was called to order at 7:30 AM in the East Brandywine Township Municipal Building by the Chairman. Visitors included Dave Friedman of EEMA, Sam Dever of Hydraterra, Fred Ebert of Ebert Engineering, and Mike Tulio and Gia Raffaelli, Esq., of Metropolitan Development Group.

Minutes

Mr. Summers moved to approve the minutes of the work session on February 22, 2019, as written. Mrs. Moser seconded the motion, which carried unanimously.

Treasurer's Report

Mrs. Bednarchik read the Treasurer's Report and provided a list of 31 invoices for the month of March totaling \$62,303.07 for payment. Mr. Summers moved to approve the bills for payment as presented. Mrs. Moser seconded the motion, which carried unanimously.

Delinquent notices for the first quarter of 2019 were mailed to twenty customers on 3/08/19. Municipal claims will be filed if payment is not received by 4/08/19. The Solicitor's office has filed Orders to Satisfy on all paid liens, and municipal claims are being prepared for accounts in arrears through the fourth quarter of 2018.

There was one (1) settlement at Applecross Phase IV in February for a total of seventy-seven (77) occupied dwellings.

There was one (1) settlement at The Estates at Dowlin Forge in February for a total of forty-three (43) occupied dwellings plus two model homes and a sales center.

The Estates at Dowlin Forge (a.k.a. Hillendale)

Mr. Boldaz reported that the majority of the shop drawing reviews for the long lead items related to the wastewater treatment plant have been completed and returned to the contractor as approved or approved as noted. Hydraterra has recently received additional shop drawings for hardware, doors and access hatches, water heater and the micro strainer.

Ebert Engineering submitted the Pump and Haul Renewal No. 2 Application via email on 3/06/19 and requested the application be approved at this meeting for submission to DEP. Mr. Boldaz issued a review letter on 3/08/19 noting some inconsistencies to be addressed in a resubmittal. A revised application was received yesterday, and a subsequent letter was issued by Mr. Boldaz recommending the application be approved. Mr. Corbin suggested that the float switch for the backup alarm be set at 90% capacity rather than 100% capacity to allow for response time and further suggested that the project manager on the contact list for alarm notifications be better defined. Mrs. Moser moved to authorize Ebert Engineering to submit the renewal application to DEP subject to resolving the two issues mentioned by Mr. Corbin. Mr. Summers seconded the motion, which carried unanimously.

Spotts, Stevens and McCoy (SSM) submitted an authorization of additional services in the amount of \$900 for review of a second submittal of the shop drawing for the SBR tank resulting from discussion between SSM and Dutchland. The authorization was signed and returned to SSM on 2/28/19.

Fred Ebert arrived at this time and advised that the secondary backup alarm is not required by DEP and should never be needed with the 3-day storage requirement but explained that the redundant alarm was provided as an additional safety measure. However, he agreed to revise the application to incorporate the Chairman's comments and requested the Municipal Authority provide a letter of transmittal to DEP. Mr. Ebert stated that the shop drawing submissions and reviews are moving along well, and the timing is on target to proceed with the structural work and install the drip fields with the benefit of two growing seasons. Mr. Boldaz indicated that portions of the drip field shop drawings have been submitted so far. Mr. Ebert said an updated construction schedule will be provided soon contingent upon production of the tanks and there may be a separate schedule for the drip fields. He said the tanks are on schedule to be poured and have a 6-week production time, so groundbreaking is estimated to begin shortly. Ms. Raffaelli requested a preconstruction meeting be scheduled to keep the project moving forward. Mr. Ebert estimated construction would be completed by September and, to avoid starting the warranty period too soon, the order for the mechanical equipment will be determined by the number of house sales and sufficient flows for plant startup. At the present time, there are 43 units occupied and a total of 75 units sold. As the construction and selling season progresses, Mr. Ebert will then initiate a discussion about ending the pump and haul program and starting the plant at 100 homes versus 120 homes.

Ebert Engineering submitted the Pump and Haul Report for the month of February to DEP on 3/08/19.

Metropolitan Development Group issued a letter on 2/15/19 disputing the January invoices from Hydraterra Professionals and SSM Group.

Keats Glen

Mr. Friedman reported that the Discharge Monitoring Report for February noted another excursion for low dissolved oxygen. EEMA cleaned the blower filter and reduced the dechlorination tablets to try to achieve a low effluent chlorine residual. A high ammonia level was complicated by cold weather. Metering equipment for dissolved oxygen and pH was ordered, and routine maintenance was performed on the sludge holding tank blower. W.G. Malden performed the annual meter calibration.

Dave Wolfinger of DEP conducted an inspection of the plant in January. DEP has not issued an inspection report yet.

The Chapter 94 Report for 2018 was signed by the Chairman and will be submitted to DEP prior to the deadline of 3/31/19.

Applecross

Mr. Friedman reported on the treatment plant operations for the month of February. The plant continues to operate well and meet all permit parameters. Enzymes are added weekly to control grease in the pump stations and SternPac is being added to both SBRs to reduce sludge production.

W.G. Malden completed the annual meter calibration and EMR Power was on-site to reset the generator at Pump station C. The transducer at Pump Station A needs to be replaced. The temporary float system that was installed to control the lagoon pumps continues to work well. This temporary arrangement will be discontinued once the operation switches to stream discharge for the Effluent Pumping and SBR No. 3 Modification project. Chemicals are being added now to initiate stream discharge on April 1st because the lagoons at the golf course are at capacity due to frequent rains. EEMA will attend a meeting with the Authority Engineer and the golf course operator next week to review the permit regulations for spray irrigation and discuss the procedures during stream discharge.

Dave Wolfinger of DEP conducted an inspection of the plant in January. DEP has not issued an inspection report yet.

[8:00 AM – Mr. Corbin left at this time, and Mrs. Moser chaired the remainder of the meeting.]

Mr. Friedman reported that the average daily flow in February was 122,000 gallons, and the max flow was 157,000 gallons, which is a decrease in flow from previous months. The main source of inflow and infiltration is attributed to Pump Station B.

Mr. Boldaz is waiting for Coyne Chemical, the only COSTARS approved vendor, to submit a quote for the carbon replacement project.

Hydraterra approved the structural drawings submitted by MGK Industries for the Disk Filter Walkway project and gave authorization to begin construction. Fabrication of the platform is expected to take approximately 2½ weeks, and MGK plans to proceed with the installation immediately thereafter.

Eastern Environmental Contractors has tentatively scheduled a preinstallation meeting on 5/10/19 for the Effluent Pumping and SBR No. 3 Modification project. Mr. Boldaz noted that Aqua Aerobics will need to provide guidance on where the dissolved oxygen probe should be located.

The draft Chapter 94 Report for 2018 was provided to the Chairman for review.

Dedication of the remaining sanitary sewer facilities being offered for dedication will remain a placeholder on the agenda until such time as the maintenance bond is received and the inflow and infiltration issues are resolved.

Hydraterra ordered the manhole inserts to be installed inside the covers of the manholes adjacent to the curb on Mercer Drive where stormwater was observed to be entering the sanitary sewer system. Delivery is expected prior to the next regular meeting, and installation will be planned on a rainy day to gauge the amount of inflow before and after installation.

Pulte has begun work to remove the culvert on Bondsville Road. The work needs to be completed prior to the opening day of trout season on March 30 due to a U.S. Fish & Wildlife Service prohibition on work within streams between April 1 and October 1.

Hide-A-Way Farms

The Authority continues to await a response from Aqua concerning the proposed revisions to the Bulk Sewer Agreement.

Hydraterra will schedule a meeting with Southdown's contractor to witness the work completed on the punch list for the collection system. Mr. Van Lew noted that the manhole covers in the new section of Emma Court have not been adjusted yet.

Tim Townes of Southdown Homes submitted three escrow release requests for work completed to date. Mr. Boldaz reviewed the requests and issued letters on 3/07/19 recommending the Authority approve the release of financial security as follows:

Escrow Release Request No. 9 for Phase I – the sum of \$97,249.32 for flushing and televising of pipes and manholes. The remaining balance after the release will be \$279,990.92.

Escrow Release Request No. 5 for Phase II – the sum of \$12,505.89 for testing, flushing, video and as-builts. The remaining balance after the release will be \$21,736.61.

Escrow Release Request No. 5 for Phase III – the sum of \$23,512.15 for installation of the remaining pipes and manholes and associated laterals in the phase along with testing, flushing and video of the infrastructure. The remaining balance after the release will be \$25,060.41.

Mr. Boldaz noted that sufficient escrow funds remain for outstanding items related to the raw sewage pump station and mechanical equipment, which have not been operated in a number of years. Mr. Summers moved to approve the three escrow releases upon recommendation of the Authority Engineer. Mr. Whelihan seconded the motion, which carried unanimously.

The Chapter 94 Report for 2018 was signed by the Chairman and will be submitted to DEP prior to the 3/31/19 deadline.

Mapleview

Mr. Boldaz reported that some additional sewers were installed on Sugar Maple Square, including additional manhole runs and laterals.

Mr. Boldaz reviewed the Part II Water Quality Management Permit Application and design drawings, last revised by Ebert Engineering on 2/12/19, and issued a letter on 3/08/19 with additional review comments to be addressed. Mr. Ebert indicated that all review comments have been addressed, and the Authority's request for a rerate of the treatment capacity at the Applecross Wastewater Treatment Plant has been incorporated in the revised application. He requested permission for Mr. Piersol to sign the application prior to the next meeting upon final review and recommendation by the Authority Engineer. Mr. Boldaz mentioned that the previous review had comments relative to the location of a crane to remove the vertical pumps for maintenance and whether the proposed location would encroach on Warren Lane. The proposed crane setup location is within the pump station driveway with the crane proposed to lift over the peak of the pump station building. As an alternative, Mr. Boldaz suggested the applicant consider using a pad to allow a smaller crane to remove the pumps without lifting over the roof peak. Mr. Boldaz felt that resolution of this issue and other review comments is not critical at this time, particularly with the project in flux while consideration is being given to sharing a pump station with the Weaver tract. However, he stressed the importance for the Authority to submit the application to DEP for the rerate at Applecross. Mr. Ebert mentioned that the applicant needs the permit approval to be able to install the drip fields now and have the summer and fall growing seasons this year, complete the shop drawings, and then install the mechanicals during the winter. Mr. Ebert also said DEP is aware that the application may be amended if the pumping station is moved to the Weaver tract. Mr. Boldaz will review the latest revision from Ebert Engineering and provide a recommendation letter within the next week for submission to DEP.

A meeting with Don Sample and Sebastian Ferrer to evaluate the feasibility of utilizing a single pump station to serve the Mapleview and Weaver tracts has been scheduled for 3/21/19 at 10 AM.

Weaver Tract

Mr. Boldaz indicated that Nancy Sansoni at DEP did not respond to his voicemail inquiry about the extent of the soils testing required by the Department. Mr. Ebert mentioned that he is waiting for guidance from the Department on additional testing to complete the Sewage Facilities Planning Module. He said the developer is interested in working with Mr. Weaver to plant grass seed on the property, and that he had consulted with Ms. Sansoni about the type of seed that should be planted on the drip fields.

Act 537 Planning Grant

The Milemarker newsletter was released this week and includes an article about the survey of on-lot disposal systems (OLDS) as part of the effort to update the Township's Act 537 Sewage Facilities Plan. The Task Force plans to meet later this week to prepare the surveys for mailing.

Old Business

The Annual Audit for 2018 is in progress. The deadline for submission of the Audit Report to the Department of Community and Economic Development is June 30.

Hydraterra will resume work on developing a policy for maintenance of cleanouts and vent stacks after the annual Chapter 94 Reports are completed and submitted to DEP.

New Business

Mr. Reven advised that the Board of Supervisors is considering the use of tablets to reduce the tremendous amount of paper consumed for preparing meeting packets, and he was tasked with soliciting feedback from both the Planning Commission and Municipal Authority on their interest in using digital packets. Mr. Reven explained that ten devices would be purchased and would run only a web browser and Acrobat Reader for PDF files. Board and Committee members would need to use their own devices to access the cloud-hosted packets via the Township website prior to the meeting. The devices would remain in the meeting room and stored in a locked closet. The advantages and disadvantages of paper versus an electronic format were discussed, and all agreed that the agenda should remain in paper form for taking notes. Mr. Summers and Mr. Whelihan both expressed enthusiasm for the digital format with Mr. Summers offering to purchase his own tablet to maintain his Township and personal files separately. Others felt that the electronic format would make it difficult to view large plans and compare documents side by side. Mr. Reven will provide the feedback to the Board of Supervisors for their consideration.

Mr. Piersol proposed the Municipal Authority consider adopting a policy to establish a deadline for submission of documents for consideration at the meetings. Mr. Oeste suggested the policy be consistent with the Township's policy, which is fifteen business days prior to the meeting date. Mr. Summers moved to authorize the preparation of a resolution requiring all documents to be included on the agenda of a Municipal Authority meeting to be submitted at least fifteen business days in advance. Mr. Whelihan seconded the motion, which carried unanimously.

Statement of Financial Interests Forms are due by May 1st.

Public Comment

None.

Adjournment

Mr. Summers moved to adjourn the meeting at 9:05 AM and enter into Executive Session to discuss legal matters. Mr. Whelihan seconded the motion, which carried unanimously. A work session will be held on Friday, March 29, 2019.

Respectfully submitted,



Jan C. Bednarchik
Secretary