

**EAST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY
JANUARY 12, 2016**

Those in Attendance:

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

Absent:

Vacancy

Also in Attendance:

Scott Piersol, 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, January 12, 2016, was called to order at 7:30 AM in the East Brandywine Township Municipal Building by the Chairman. Dave Friedman of EEMA was the only visitor.

Reorganization

Mrs. Moser moved to reappoint Mike Corbin as Chairman of the Municipal Authority for 2016. Mr. Whelihan seconded the motion, and it was unanimously approved.

Mr. Summers moved to reappoint Sandy Moser as Vice Chairman of the Municipal Authority for 2016. Mr. Corbin seconded the motion, and it was unanimously approved.

Mrs. Moser moved to reappoint Dave Summers as Secretary/Treasurer of the Municipal Authority for 2016. Mr. Corbin seconded the motion, and it was unanimously approved.

Mr. Corbin moved to reappoint Thomas Oeste of Parke, Barnes, Spangler, Oeste and Wood as Authority Solicitor for 2016. Mr. Summers seconded the motion, and it was unanimously approved.

Mr. Corbin moved to reappoint Joseph Boldaz of Hydraterra Professionals as Authority Engineer for 2016. Mrs. Moser seconded the motion, and it was unanimously approved.

Mrs. Summers moved to reappoint Jan Bednarchik as Recording Secretary for 2016. Mrs. Moser seconded the motion, and it was unanimously approved.

Mr. Whelihan moved to appoint DNB First as the depository for 2016, and to appoint David Summers, Sandy Moser, Scott Piersol, Luke Reven, Jan Bednarchik, and Mary Beth Smedley as signatories, with three signatures required on the checks. Mr. Summers seconded the motion, and it was unanimously approved.

The monthly meeting date for 2016 will remain on the second Tuesday of the month at 7:30 AM.

Minutes

Mrs. Moser moved to approve the minutes of December 8, 2015, as written. Mr. Summers seconded the motion, and the motion was unanimously approved.

Treasurer's Report

Mrs. Bednarchik read the Treasurer's Report and provided a list of twenty-four invoices for the month of January totaling \$60,868.65 for payment. The invoices included a bill from Aqua in the amount of \$1,326.25 for two separate visits during the connection of the Reif property at 430 Little Washington Road to the Hide-A-Way Farms pump station. Aqua required a vacuum truck to be present in the event a problem occurred during the connection. The Reif's contractor initially attempted the connection on 10/26/15, but had mistakenly tied into the wrong line. The wet well was completely evacuated and routine maintenance was performed by Aqua at that time. The wet well was pumped down again when the final connection was made between the low pressure main to the 4-inch diameter raw sewage forcemain on 11/02/15, and the contents were taken to Delcora for disposal. The Authority determined it appropriate for Southdown to pay for the cost of the routine maintenance on the pump station, and for the Reifs to pay for the charges on the date of the connection.

Unclaimed delinquent notices for the fourth quarter of 2014 were sent again via first class mail on January 8, 2016, to five customers. Municipal claims will be filed if payment is not received by January 19, 2016.

Payment was received from Bank of America to satisfy Lien #15-04972 on the property located at 199 Hopewell Road.

There were six settlements at Applecross in December. The total number of occupied homes is now 568 comprised of 201 townhomes and 367 single family dwellings.

Mrs. Moser moved to approve the bills for payment as presented. Mr. Whelihan seconded the motion, and the motion was unanimously approved.

Applecross

Dave Friedman of EEMA reported on the treatment plant operations for the month of December. The mechanical issue reported last month with the decanter for SBR #2 has been corrected. However, there was a partial loss of nitrification in two samples which caused an exceedance of

the total nitrogen limit. As a result, a Noncompliance Report was prepared and submitted to PADEP. The nitrification process was restored and later samples were within permit limits. The odor control system continues to restart when power transfer occurs with generator operation. Pump Station A was cleaned last month to remove grease, and McGovern is scheduled to clean Pump Stations B & C on January 13. The transducer for the Sludge Holding Tank was installed too low and was damaged by the mixer. MGK Associates will replace the transducer at no charge. EEMA requested a quote from MGK for a spare transducer to keep in stock in case of future failures. A quote will also be obtained for a spare weir motor for stock. The discharge pumps to the lagoons are being manually rotated to even the hours and wear on the pumps. Mr. Friedman recommended an automatic switch be installed to assist with this effort.

Mr. VanLew looked at the decommissioned pumps from the Bondsville Road Pump Station to determine an appropriate method of storage to allow access for routine maintenance. He will investigate a frame to lift them off the floor and support the weight for safe access underneath. Mr. Boldaz added that pumps are valued at \$15,000 each, and there is a benefit to keeping them operable for future reuse.

An executive session will be held at the conclusion of this meeting to discuss the response from Pulte Homes regarding the reconciliation of costs for the operation of the Applecross Treatment Plant and other legal issues related to dedication.

Mr. Boldaz noted that minimal work was performed on the punchlist items during the month of December.

Mr. Boldaz reported that an evaluation of the existing piping at Applecross was undertaken and time was spent on developing some modifications and a design plan to automate the system to allow for disposal at the golf course, lagoon drip system and off-site. Further consultation with Dave Friedman and some instrumentation and control vendors is necessary to understand exactly what controls are needed. At the present time, disposal is only available at the lagoons. Without the ability to pump to the Applecross drip system, the Authority will be unable to get the rate increase of 22,000 gpd. The plant is permitted for 137,680 gpd, and flows are currently at 105,000 gpd. Additional flow will be needed in the near future for Pulte's Phase 5B, Giant, and Brandywine Village Shopping Center. The estimated cost to complete the piping changes and drip panel modifications is \$100,000 to \$200,000. Mr. Boldaz asked whether the Authority wished to continue moving forward with this project or put it on hold for the time being. The options are to do the piping modifications and install a new drip panel now and add the costs to the tapping fee, or to wait until the additional capacity is needed and have the developer participate in the costs. Mrs. Moser expressed some concern about proceeding until the settlement issues with Pulte are resolved. Citing the fact that the subdivision plans for Pulte's Phase 5B have not been submitted yet, Mr. Boldaz concurred that it would be appropriate to put the piping modifications on hold at this time.

Brandywine Village Shopping Center

Mr. Oeste received a draft maintenance agreement for routine cleanings of the grease traps from Mr. Boldaz and will have a final document ready for the next meeting. Mr. Oeste recommended the maintenance agreement with the individual tenants be put in place as soon as possible regardless of the status of the public sewer connection. He added that Paul Prince indicated that the easement agreement for the connection from the Brookhaven Lane manhole to the site is acceptable. The easement agreement will be signed when the connection is made.

East Brandywine Center

Mr. Boldaz received a set of Preliminary and Final Land Development Plans for the East Brandywine Center from Arna Engineering, and a draft review letter has been prepared. The subject of the prior capacity agreement with Carlino Group was discussed. Mr. Oeste advised that the Agreement is null and void because it was signed as part of the plan that was appealed and overturned by the Court. A new agreement needs to be negotiated. Mr. Boldaz will address this issue in his review letter. The review letter will also note that the planning module approved by PADEP in 2014 was granted for connection to the East Brandywine Township collection system via a pump station and force main. The current plan proposes a gravity sewer connection and, therefore, additional sewer planning approval will be required.

Hide-A-Way Farms

Mr. Boldaz reported that televising of the collection system occurred in December. Some corrections to the manholes were noted and some sags in the line were located. Southdown has offered to dedicate a portion of the sanitary sewer facilities in the development, excluding the disposal beds and the forcemain to the disposal beds. If the Authority plans to reactivate the Bondsville Road Pump Station and send flow over to the drip fields at Hide-A-Way Farms, Mr. Boldaz suggested that consideration be given to taking dedication of the disposal areas now along with the initial dedication plan rather than wait for the next phase of the development to be completed.

Mr. Boldaz and Mr. Oeste are currently working on a Bulk Service Agreement with Aqua, and will circulate the final draft for review.

Old Business

Mr. Corbin commented that the Watters Tract Sketch Plan is moving along at the Planning Commission meetings with the plans showing the proposed streets, buildings, and disposal field. Mr. Boldaz reported that Ebert Engineering and DelVal Soils have done some soils testing on the site, but the test pits were abandoned because the soils were not as well-drained as they expected. They are reconfiguring the plans to relocate the disposal field. The plan currently proposes a large volume on-lot disposal system which does not require any storage capacity.

There has been no activity with regard to The Learning Experience project on Hopewell Road. Mr. Oeste mentioned that their attorney expressed some concerns about the some of the conditions in the Zoning Hearing Board's Decision and indicated that an appeal may be filed. The Authority continues to await a request for sewage capacity for this project.

New Business

Mr. Boldaz presented several illustrations pertaining to existing and future Act 537 Sewage Facilities Planning in the Township. The first was entitled a Capacity Management Plan, which was required by PADEP during the Special Study for the rerouting of the sewers along Bondsville Road, and is also now required as an addition to the annual Chapter 94 Report for Applecross. The Capacity Management Plan shows the capacity of the Applecross Watershed and also shows the treatment, storage, and discharge capacity for the development. The current limiting capacity is 137,680 gpd, based on data from 2014, with the limiting capacity changing as the years progress. Incorporating the Guthriesville Vision Plan and a significant number of homes that could be added by year 2022, a sewer flow of 303,000 gpd is predicted with storage and discharge capacity of only 258,000 gpd. The Capacity Management Plan does not show the capacity needed for existing homes, such as those along Locust Knoll and Gloucester Drive. The Capacity Management Plan will be updated again this month based on planning modules, sketch plans, and other available data for submission with the 2015 Chapter 94 Report.

The next illustration documented the existing public sewer areas in the Township including Applecross, Keats Glen, and Guthriesville, as well as community systems operated by a PUC such as Aqua. Septic system failures and septic system certification failures were also delineated with thirteen failures in Locust Knoll, six failures along Ridgewood Court, nine failures in Gloucester Drive, and ten failures in the Wildbriar and Firethorn areas. These failures were noted by the County during house transactions and other inspections performed on behalf of the Township as the Sewage Enforcement Officer. Mr. Boldaz indicated that a Needs Analysis would need to be performed in order to confirm or deny that these failures are, in fact, present. He explained that the Needs Analysis could be either a letter survey or a house to house survey, depending on the severity of the problem. Chairman Corbin commented that it would be a large undertaking to confirm that these on-lot septic system failures exist because they are spread over such a wide area of the Township, and they are not in close proximity to any existing treatment facility. Mrs. Moser concurred and expressed doubt about the reliability of the survey results when homeowners understand the high costs involved in connecting to public sewer.

The next illustration showed the existing facilities for Applecross and existing facilities for Little Washington Wastewater Treatment Plant. The current capacity at Applecross is 137,680 gpd, and the current tank capacity is 300,000 gpd. A potential expansion to 500,000 gpd could be achieved by building two additional treatment tanks. There is spray capacity of 137,000+ gpd, and drip capacity of 21,000 gpd. The existing piping includes an offsite subsurface disposal pipe that could be directed to a number of different areas, a pipe for the stream discharge, a pipe for the Applecross drip disposal area, and the pipe that is used now on a regular basis for the Applecross spray irrigation. An estimated 350,000 gpd of disposal capacity will be needed for current and future projects including Hide-A-Way Farms at nearly 40,000 gpd, the potential for

the Plank Farm at 50,000 gpd, the Weaver Tract, which has planning approval at 63,000 gpd, and the Watters Residential Tract, with an estimated 36,000 gpd. Even with the treatment plant operating at its maximum treatment capacity, a deficit of 150,000 gallons of disposal capacity remains. Mr. Boldaz suggested the Authority be proactive in searching for additional disposal area rather than waiting for a developer to choose a disposal site that may not be in close proximity to the existing effluent disposal conveyance system.

Mr. Boldaz discussed how the proposed piping modifications and repurposing of the Bondsville Road Pump Station could be utilized to take effluent disposal offsite to the Hide-A-Way Farms disposal area. A map was prepared showing the potential route to connect the Applecross Treatment Plant to the Hide-A-Way Farms dosing station to achieve a potential 63,000 gallons of disposal capacity. The existing Bondsville Road Pump Station forcemain crosses the forcemain going to the Hide-A-Way Farms disposal beds at Little Washington Lyndell Road. A connection could be made at that location to obtain hydraulic capacity over to the Hide-A-Way Farms disposal area, and the forcemains going to and coming from the Little Washington Wastewater Treatment Plant would be abandoned. A conveyance line would need to be constructed from Applecross to the Bondsville Road Pump Station. This effort could be completed with a planning module or included as part of an Act 537 Plan. PADEP recommends that municipalities update their Act 537 Plan every five to ten years, and the Township's last complete Act 537 Plan was done in 2000 by Yerkes Associates. Mr. Boldaz sought direction from the Authority on whether to move forward with preparing an Act 537 Study. Grant funding of 75% of project costs is available from the Commonwealth Financing Authority, and the grant approval requires the completion and submission of an Act 537 Plan of Study approved by PADEP, the Township, and the Municipal Authority. Mr. Boldaz estimated the cost of the Plan of Study at \$5,000 or less. The cost to prepare the full Act 537 Study would be significantly greater. Mr. Corbin commented that the timing of the study is not ideal with other immediate issues to be resolved including the Pulte settlement and dedication, the reengineering for the drip panel, and other issues. Mrs. Moser and Mr. Summers spoke in favor of being proactive with a coordinated planning effort and the need to obtain the disposal capacity at Hide-A-Way Farms. The Authority authorized Mr. Boldaz to prepare an outline for the Act 537 Plan of Study for consideration at the next meeting and to confirm the availability of grant funding.

Public Comment.

There was no public comment.

Mrs. Moser moved to adjourn the regular meeting and enter into executive session at 9:00 AM to discuss the response from Pulte Homes regarding the reconciliation of costs for the operation of the Applecross Treatment Plant and other legal issues related to dedication. Mr. Summers seconded the motion and it was unanimously approved.

The regular meeting reconvened at 9:20 AM to address two final agenda items.

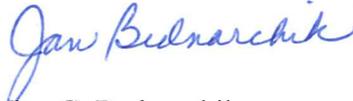
Mrs. Moser moved to accept the engagement letter with Timothy M. Cupitt, CPA, for the 2015 Audit. Mr. Corbin seconded the motion and it was unanimously approved.

The Pennsylvania Municipal Authorities Association provided notification that the bidding thresholds for 2016 are the same as last year, as follows: purchases and contracts below \$10,500 require no formal bidding or written/telephonic quotations; purchases and contracts between \$10,500 and \$19,400 require three written/telephonic quotations; and purchases and contracts over \$19,400 require formal bidding.

Adjournment

Mrs. Moser moved to adjourn the meeting at 9:22 AM. Mr. Corbin seconded the motion, and it was unanimously approved. The next meeting is Tuesday, February 9, 2016.

Respectfully submitted,



Jan C. Bednarchik
Secretary