

MINUTES
SEWER ADVISORY BOARD (SAB) MEETING
FEBRUARY 24, 2022

The regular meeting of the Upper Allen Township Sewer Advisory Board was held on February 24, 2022 in the Upper Allen Township Municipal Building, 100 Gettysburg Pike, Mechanicsburg, Cumberland County, Pennsylvania.

MEMBERS

Dan Hower, Chairman
Bob Haines, Vice Chairman
Dave Gabel, Secretary
Mike Gillespie (absent)
Karen Overly Smith

TOWNSHIP OFFICIALS

Commissioner, Jim Cochran
Commissioner, Jeff Walter
Barry A. Cupp, Sewer Dept. Manager
Kodi Hockenberry, Asst. Sewer Dept. Manager

GHD ENGINEERING SERVICES

Joel Kostelac, P.E.

Chairman Hower called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited by all. Roll Call was taken by Sewer Department Secretary, Kathy Ferrari.

APPROVAL OF MINUTES
JANUARY 27, 2022

Chairman Hower called for approval of the minutes of January 27, 2022 meeting. Mr. Haines made a **MOTION** to approve the minutes of January 27, 2021. **SECONDED** by Mr. Gabel. **ROLL CALL:** carried unanimously.

CHAIRMAN'S ANNOUNCEMENTS

There were no announcements

CHAIRMAN'S RECOGNITION OF VISITORS

There were no visitors.

OLD BUSINESS

GRANTHAM WWTP SLUDGE DEWATERING SYSTEM UPGRADE AND OTHER MISCELLANEOUS IMPROVEMENTS

Mr. Cupp reported that other than the Board of Commissioner's approval of GHD's proposal for engineering services there are not a lot of updates to the project since the last meeting. He said that he did receive information from BDP including basic design drawings and design calculations. The estimated operating costs based on a 36" screw press was \$11,900 per year. Mr. Hockenberry reported that he has not seen any sludge sample results from BDP yet but did meet with our polymer supplier. He explained that polymer is the chemical added to thicken the wet sludge regardless of what type of dewatering system is used. The polymer supplier did some jar tests on the current press. He added that currently we use dry granular polymer but will be using an emulsion polymer with the new screw press. He stated that they did use some of the emulsion polymer on the current belt filter press and the results came out very similar to the dry polymer. Mr. Kostelac reported that GHD spoke with Kappe Associates and GHD is working with them on the COSTARS part of the project to try to expedite the process to the extent possible. He said that this portion of the project gets a little tricky because it does involve a little bit of design work that needs to be done for the installing contractor and the COSTAR'S contractor to put together a good firm price and expedite the procurement timeline for the screw press. He stated that the screw press is the longest lead item of the project; it is 20-24-weeks to production after the submittal is approved. Procedurally, the manufacturer provides a large document that includes design calculations, etc. and all the other pertinent information so the product gets approved. At this point with the approved shop drawing, the manufacturer will then put the product into production. This becomes day "0" of the 20-24 weekly timeline. He explained that in a "typical procurement" bid, design, build project, we would complete the design, put the project out for bid, contractors would bid on the project, contractor would be awarded the project and at this point, months down the road we would receive submittals and then the 20-24 week timeline would begin. In this case we are procuring the screw press through COSTARS and one of the benefits of the procurement method beyond maybe saving some costs on contractor overhead, is the ability to expedite the schedule. Mr. Kostelac said that in speaking with the vendor today it sounds like they will be willing to prepare the shop drawings without a purchase order which allows them to get the process underway and provide us the submittals for approval ahead of the game. He said once the submittal is approved the vendor will be looking for some sort of agreement and a percentage payment upfront. He stated that we already know the type of machine, design capacity and size that we need; noting that installation details will be addressed along the way and are not as critical in the path of the project. He said that if in a month's time we can get a submittal from BDP and approve it, then a purchase order through COSTARS could be prepared and the production timeline would start at that time rather than waiting two or three months until the design is advanced enough to get a full price for equipment and installation. Mrs. Smith asked where along the timeline does the bid go out. Mr. Kostelac explained that there are two parallel tracks; one being the COSTARS procurement for the screw press and equipment associated with the press and installation of that piece of equipment which could be next spring; the bid timeline for other ancillary improvements would be this fall or sooner. Discussion ensued regarding the bid process and the separate and distinct COSTARS contract. Mr. Kostelac explained that if we had the design for ancillary contract complete

now, we could bid it, do the work and then next year install the screw press . It is intended to be designed in such a way that we pull the old machine out and put the new machine in. He said that this work is the limited scope of the COSTARS contract. Discussion turned to bid advertisement, which Mr. Kostelac explained that the general construction work is bid on PennBid. He noted that the bid is still advertised in the newspaper as required but the electronic documents are placed on PennBid by GHD and can be accessed by anyone. Commissioner Cochran said that at the last BOC meeting, Commissioner Martin asked how we can be sure that the price we are getting on COSTAR is the best price available. Mr. Kostelac stated that the only way we can be sure is to look at some benchmarks from other projects or other instances where prices were solicited from BDP on these types of machines. He explained that COSTARS program was developed by the State to provide the pre-negotiated best price for certain things. He suggested that we look at pricing on other projects and get a feel for the value of the equipment. Discussion ensued. Mr. Kostelac said that the reality is it is very hard on a piece of equipment like a screw press to get the type of competition you may get on for example a pump, valve or something that is more of a commodity. He said the point he is trying to make is that the screw press is such a specialized piece of equipment that you will not have three bidders battling it out for that piece of equipment. At the end of the day the bid price and the COSTARS price for the equipment will be about the same. Discussion ensued regarding comparison of benchmark data and pricing for the equipment and equipment installation. Mr. Haines questioned at what point is the Township committed to the COSTARS agreement. Mr. Kostelac explained the process, equipment evaluation and some risks related to this type of agreement. He said that the main risk with the agreement is that the Township will not have a general contractor to fall back on, but it will save on engineering and installation costs. Mr. Cupp asked Mr. Kostelac what it would take to do an actual comparison of the COSTARS agreement verses a conventional bid. Mr. Kostelac stated that we would need the firm and final pricing from Kappe Associates. He added that it would require the Township be settled on the equipment selections that are in the COSTARS package, pricing on the equipment package and then being far enough along in the design to understand pricing and other things that are required for the installation contractor. This comparison could take months not weeks. Discussion ensued regarding total project costs and overall risks with the lowest bid qualifications, required documents, familiar /qualified contractors, and final chosen purchase/installation method.

WITNEY RIDGE LOW PRESSURE SEWER SYSTEM

Mr. Cupp reported that included in tonight's packet is a memo he prepared for the Board to review and update them with previous meeting discussions, options for consideration and proposed actions. The Township's position regarding acceptance, or non-acceptance, of the low-pressure sewer along Windrush Lane are as follows:

1. Accept the low LPS for dedication after the developer or HOA verifies by whatever means necessary (and acceptable by the Township) the location , size, and material of all components of the LPS, furnishes the Township as-built drawings for review and approval, removes all obstructions within the proposed 10-foot easement, and

furnishes the Township with plats and legal descriptions, a Deed of Dedication and an Easement Agreement for review and approval.

2. Accept the LPS for dedication after the developer or HOA verifies by whatever means necessary (and acceptable by the Township) the location, size, and material of all components of the LPS, furnished the Township as-built drawings for review and approval, and furnishes the Township with plats and legal descriptions, a Deed of Dedication and Easement Agreement for review and approval. In this scenario the developer or HOA would not be required to remove obstructions within the proposed 10' easement (but the Township is not responsible for replacement of any existing features should they need removed in the future for necessary repair/replacement of the sanitary sewer facilities).
3. Not accept the LPS and related appurtenances for dedication as they currently exist along and to the south of Windrush Lane (outside of the street rights-of-way), including portions of the low-pressure sewer main at the points of connection to the gravity sewer mains within the street right-of-way on Boxwood Lane and Standlake Way, and low-pressure service lines crossing Windrush Lane (also within the street rights-of-way) serving those lots on the north side of Windrush Lane. The Township would assume no obligation as to the operation, maintenance, repair, or replacement of these facilities.

Following the review, Mr. Cupp asked for comments on the options. Mr. Gabel said that with option 2, if we accept the line and do not require removal of the trees in 20-30 years roots may get into the PVC pipes and cause problems, so instead of having to remove a 15-year-old planting now you may be dealing with a 40–50-year-old oak tree causing problems. Mr. Cupp stated that the recorded plan shows that the piping to be installed was schedule 40 PVC, which the township no longer allows for service laterals. Regarding option 3, Mr. Gabel said that the Township not accepting any responsibility does not seem fair. He said he believes that the Township has a certain duty to its residents to maintain things like roads and sewers. Mr. Cupp stated that he and Mr. Hockenberry had a similar conversation and it was pointed out in the discussion that we (the Township) have the contacts and equipment to address these types of issues whereas the residents would struggle with this type of issue. Discussion ensued regarding contacting the HOA about removal of certain landscaping. Mr. Cupp suggested that the developer or HOA could do test pitting at various locations. He said that by doing hydro-excavating in several locations the Township would be able to identify the line material type and how far off the curb it is and then have each home locate their valve/service connection. He added that with this information we could get a reasonably accurate as built. He stated that the low-pressure line has been in the ground for 20 years and has not had any failures, which he feels is a good indicator that the line was installed correctly. Chairman Hower asked if hydro-excavating should be added as option 4. Mr. Cupp agreed it could be added as an option. Discussion ensued. Mr. Hockenberry added that hydro-excavation is much less intrusive than using a backhoe or mini-excavator. He explained that hydro-excavating is basically using high pressure water, like a pressure washer, to break up the soil and a 6 or 8-inch suction pipe to remove the soil/debris to excavate a hole. He said that for whoever is responsible for locating the line (not the

Township) the hydro-excavation would be the least intrusive avenue to the residents on this street. Currently there are 19 lines with 19 service connections so why not pothole or hydro-excavate where one thinks the service line is coming into the main? Discussion ensued regarding what is in the ground, several step process with different options, possible leaks in line, easement obstructions/removal/allowance and further review of HOA documents. Mr. Cupp stated based on discussion this evening it seems like the options have been narrowed down to two options, one being not to accept the LPS and another option is to have the HOA do a limited type of investigation to try to locate the facilities with the suggested option 4 (hydro-excavation) along with removal of the plantings of anything that we (the Township) believe may cause problems in the future. Mr. Cupp stated that he would revise the options and then take it to the Board of Commissioners for their recommendation and action. He said that ultimately, we need to go back to the homeowners and let them know where the Township stands with this issue and what options are available. Mr. Kostelac stated that there is no scenario that does not involve the HOA locating the facilities. Mr. Gabel said that until the LPS has been located and we know what we are dealing with, he does not feel that this Board should vote on any option. Commissioner Cochran stated that we are discussing this issue to make this Board aware but a vote on the final option will be made by the Board of Commissioners, after meeting with and discussing with the HOA and residents. Discussion ensued regarding previous issues between the Township and developer, and the HOA and developer, acceptance of the gravity sewers, and observed discrepancies in pipe size at connections to manholes (verses pipe size on design drawings). Mr. Hockenberry stated that it is critical that the township have accurate information. Commissioner Cochran said that with regard to the LPS and dedication of such it was initially discussed to let the HOA decide if they want to keep the LPS and maintain it or have it dedicated to the Township which would require a list of things that would be required for dedication to the Township. He said the Board of Commissioners and staff feel that it is optimal to have a session with the homeowners as well as just the members of the HOA so that we all understand how we got to the final option and what their responsibilities would be as an HOA facility and individual homeowner. Mr. Cupp stated that he feels we can now proceed with the actions discussed.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

With no further business to discuss, Chairman Hower adjourned the 7:25 p.m.

NEXT MEETING IS SCHEDULED FOR MARCH 24, 2022 AT 6:30 P.M.