

# OXFORD AREA SEWER AUTHORITY

January 21, 2004

The meeting was called to order at 7:30 p.m. by James McLeod, Chairman. The following Authority Members were also in attendance: Jack Baughman, Bob Yeatman, Don Bailey, Ron Fields, Vince Visoskas, Frank Lobb. Also in attendance were: John Highby, Engineer; Kathy Gray, Solicitor; Tom Hindman; John Samara, Chester County Press; Don Lavine, ARRO.

Pledge of Allegiance and Moment of Silence.

The minutes of the December 17, 2003 meeting were approved as amended. (D. Bailey, V. Visoskas)

## **ANNUAL RE-ORGANIZATION:**

Motion made, seconded and passed to keep the officers from 2003 with the change of Vince Visoskas to Treasurer and Don Bailey to Assistant Secretary/Treasurer. Officers will remain as Jim McLeod, Chairman; Bob Yeatman, Vice Chairman and Jack Baughman, Secretary.

Motion made, seconded and passed to retain Kathy Gray, Barley, Snyder, Senft & Cohen as Solicitor; John Highby, ARRO Consulting as Engineer and Malley, Falconiero & Co. as Auditor. (D. Bailey, B. Yeatman)

Jim welcomed Percy Reynolds to the Board as the second representative from East Nottingham Township. He is replacing Dean Smith. Percy was a past Board Member.

## **AUDIENCE COMMENTS:**

Sean McCauley, Hickory Hill Subdivision was in attendance observing. McCauley wants to build a community WWTP for Hickory Hill and dedicate it to the Authority. Kathy suggested they put together a proposal and meet with John Highby and the proposal would be forwarded to her when it is ready.

## **SEWER OPERATIONS REPORT:**

The average daily influent was 675,126 gallons for a total of 20,928,900 for the month and the average daily effluent was 349,250 gallons for a total of 5,588,000 for the month.

Lagoon Levels:

Lagoon #1 – 17.8'      Lagoon #2 –14.0'      Lagoon #3 –15.7'

Pump Station Hours of Operation:

6 <sup>th</sup> Street 0 195.8	Grant Street - 230.8	8 <sup>th</sup> Street - 270.8
Q.1 - 27.0	Locust Street - 4.8	Locksley Glen - 90.1
Wiltshire - 62.5		

The Borough Manager's Operations Report & General Comments are as follows:

December 5, 2003, we had Pipe Data in to do routine cleaning of the wet wells. McGovern's Septic Service hauled out the grease and grit.

December 9, 2003, Jack Duncan built a 10 X 10 shed for us to house the chemical feed pump and tank used for stream discharge.

December 17, 2003, we hooked up hoses and lines in the shed and tested the stream discharge for a short time.

December 22, 2003, M&S Services reinstalled Zone #3 flow meter and repaired the broken wire on Zone #1 meter.

December 23, 2003, we used hay bales for storm water runoff behind the Tasty Baking property.

We received 89 loads of septage in December for a total of 222,000 gallons.

## **FACILITY EXPANSION COMMITTEE REPORT:**

No report.

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## **CHAIRMAN'S ITEMS:**

Jim again welcomed Percy Reynolds back on the Board. Percy has been appointed a five year term and replaces Dean Smith, whose term expired at the end of 2003.

## **DIRECTOR'S REPORT:**

John reported that discussions at the informational meeting held with the member municipalities and the Authority Board members included discussions of the present status of the Act 537 Plan, which remains on hold. Discussion of alternatives for future expansion of facilities and including developers' potential participation. The authority is looking for alternative properties to replace Oxview if necessary. All member municipalities were represented at the informational meeting.

Lagoon Dredging - The bid was awarded to Synagro on January 14, 2004. Synagro must now submit a plan for their work. DEP would like to be informed of the plan, but will not be taking action. The project is scheduled for late spring. Need to make sure funding is available for the project.

Web Page - Vince reported that he has finished 2 more pages. These were handed out for review.

Financial Interest Statements - Clarification was made that anyone who was a member of the Board for 2003 needs to file a Financial Interest Statement.

Sycamore Crossing - 3 laterals were inspected. Construction of houses in Phases 2 & 4 is on-going. Plans for Phases 3 & 5 have been revised.

Twin Ponds - No laterals were inspected. Total connected is 82 of 85. Developer has completed the punchlist of items to be addressed prior to dedication of the pumping station. Outstanding requirements are as-built drawings, deeding the pump station lot to the Authority, and executing a maintenance agreement.

Copperfield - No report.

Sacred Heart Church - The easement for right-of-way on the west side of Rt. 10 is under review by the Parish Solicitor.

Brookside - The Developer is addressing the punchlist of items/issues affecting the pump station. The paving was done, but the manhole at the station needs to be raised.

Penn Oak - No report.

Acme Markets - The pump station is on-line. The gas supply for the emergency generator is not yet complete. Acme will need to install a water meter on their well.

Wiltshire - 2 laterals were inspected. Total connected is 145 of 163.

Locksley Glen - The Developer has completed the punchlist of corrections to the sewers in Locksley Glen. Resolution of legal and construction management charges is pending.

Cooper Farm - No laterals were inspected. Total connected is 12 of 24. Proposed alignment of lateral to serve Lot 23 is subject of discussion. Plans for Phase 2 have been submitted.

Hearthstone - No report.

People's Bank of Oxford - No report.

Ware Presbyterian Village - A Planning Module for an Assisted Living Facility was submitted. The Module was returned due to inconsistency with the Connection Management Plan.

Oxford Area School District - The Contractor is ready to begin installation of the force main from the pumping station to the manhole in Wiltshire.

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Happy Harry's - Testing of the sewer is pending.

Oxford Commons - Payment of bill for services to-date is outstanding. Back-up expense records were requested and have been submitted. Agreement has been signed by the Authority and will be given to the Developer when escrow funds for Authority expenses is submitted.

Country Hills - No report.

Reedville Village (aka Campbell-Kepler) - No report.

Dambro Subdivision - Plans have been submitted for review.

Tommy Tinker (Child Care) - No report.

Hickory Hills - The Developer has indicated interest in building a community WWTP.

## **Customer Activity** -

No report.

## **Administration/Operations** -

Septage Program - Billing for the month of December 2003 is \$6,356.00.

Corrective Action Plan - The DEP has provided a written response to the CAP Quarterly Report and the proposal to re-rate the plant - DEP wants a new schedule for completion of work to provide additional storage and prevent emergency stream discharge.

Act 537 Plan - DEP has expressed willingness to discuss options for implementation of selected parts of the 537 Plan.

Farming Operations - No report.

Emergency Stream Discharge - The agreement with Coyne Chemical for ferric chloride, the chemical to remove phosphorus has been approved. We are attempting to schedule installation of the storage tank and dosing equipment.

PA One Call Membership - The Authority received numerous PA One-Call notices in the month of December.

6<sup>th</sup> Street Pumping Station Generator - Bids were received and will be reviewed by ARRO and Barley, Snyder, Senft & Cohen.

Lagoon Dredging Bids - The bid must be awarded on January 14, 2004. The funding for the project must be coordinated with funding for other aspects of the expansion program.

## **LEGAL ITEMS:**

Tapping Fee Legislation - Was passed and signed on December 30, 2003. Most parts of the new law will become effective in about 18 months.

Legal Advertising - The 2004 Meeting Schedule, the December 23, 2003 Special Meeting and the Summary of Audit Report were all advertised.

## **ENGINEER'S ITEMS:**

Act 537 Plan - Prepared presentation graphics for and attended informational meeting for the OASA members.