

OXFORD AREA SEWER AUTHORITY
BOARD MEETING MINUTES

September 19, 2007

Chairman, Bob Yeatman, called the meeting to order at 7:30 p.m. The following Authority Members were in attendance: Percy Reynolds, Robert Cantarera, Frank Lobb, Neil Pagano, Joe Scheese, Philip Brenner. Also in attendance were Edward Lennex, Executive Director, T. Dignazio, Blair Fleischmann and Joel Brown.

Pledge Allegiance and Moment of Silence.

Motion made, seconded and passed to approve the August 15, 2007 minutes as amended. (J. Scheese, P.Reynolds) (R. Cantarera abstained)

AUDIENCE COMMENTS:

None.

SEWER OPERATIONS REPORT:

The average daily influent was 508,810 with a maximum day of 597,700 for a total of 15,773,100.

The average daily effluent was 688,143 with a maximum day of 1,403,000 for a total of 19,268,000.

Lagoon Levels: #1 = 18.1", #2 = 6.6', #3 = 6.2'

Pump Station Hours of Operation were:

6th Street = 260.6

Grant Street = 130.3

8th Street = 191.3

Q1 = 4.0

Locust Street = 3.9

Locksley Glen = 89.0

Wiltshire = 107.7

FACILITY EXPANSION COMMITTEE REPORT: None. Has not met.

OPERATIONS MANAGEMENT COMMITTEE REPORT: None. Has not met.

FINANCE AND BOND COMMITTEE REPORT: Committee met on September 5, 2007. Motion made, seconded and passed to accept the 2007-2008 budget as presented by the Executive Director. (J. Scheese, N. Pagano)

PERSONNEL COMMITTEE REPORT: None. Has not met.

PENSION COMMITTEE REPORT: None. Has not met.

CHAIRMAN'S ITEMS: None.

DIRECTOR'S REPORT:

1. Ongoing project status reports

Consent Order: No further word on the CMP/CAP has been Received as of the writing of this report.

Osborne Lagoon: Included in the Board packet is a copy of the approval letter from PADEP's Division of Dam Safety. Ed has included in the packet, a copy of an e-mail he received from David Schlott, it would seem that the Southeast Regional office has not even looked at the plan. Ed has a meeting set for September 27, 2007 with DEP to discuss all of the issues currently in their possession to see what the status is and what may still need to be submitted to get things moving. Bob Yeatman and representatives from ARRO will be accompanying Ed.

Act 537 Plan: There has been no acknowledgement to date received from DEP regarding the Act 537 Plan. Included in the Board meeting packets are two proposals Ed requested ARRO to prepare for work related to the "Get Well Plan". The first proposal ARRO #0807-PW05, is for professional services relative to the re-rating of the Authority's wastewater treatment plant from 0.6 MGD to 0.76 MGD hydraulic loading and from 1,020 pounds per day to 2,000 pounds per day CBOD organic loading. With the completion of the Osborne Lagoon and the addition of 49 acres of spray fields at the Ross Tract, this re-rating can be achieved. Motion made, seconded and passed to accept the ARRO proposal #0807-PW05 relative to re-rating. (F. Lobb, N. Pagano) The second ARRO proposal #0907-PW09 is for professional services relative to the development of a conveyance strategy plan to serve future wastewater generation within the next five years. Ed has included with the proposal, a map showing the 10" and 15" interceptor lines leading from the Borough to the treatment plan. These two lines are an example of the numerous ones listed by ARRO in the ACT 537 Plan that will be stressed with

flows from new development. As Ed meets with various developers and developer groups, he wants to be able to point out the bottlenecks so alternatives can be discussed. Motion made, seconded and passed to accept the ARRO proposal #0907-PW09 for professional services relative to the development of a conveyance strategy plan. (J. Scheese, R. Cantarera)

Developers Agreement: No further work has transpired, since the last meeting in early February.

Future Disposal Fields: Preparations are still underway for requesting a Conditional Use Hearing for the Ross Tract in Lower Oxford Township. No date has been set for the start of the hearings. In regards to the Martin-Beiler tract, Ed attended the court hearing on August 30, 2007 pertaining to the citizens' challenge that was filed regarding the legality of Lower Oxford Township's decision. Judge Nagel listened to the oral arguments and we are awaiting his ruling on the challenge.

Pretreatment Regulations: Ed has postponed work on this project due to more pressing issues.

PP&L Gas Line: Nothing to report at this time.

I/I Study: Nothing to report at this time.

Emergency Action Plan: Just waiting for final agencies signoff and the Plan is complete.

Acquisition of Property: At this time, it is Ed's understanding that the subdivision plan has been approved and signed by all necessary parties and it is in the process of being filed. Ed will update the Board if anything changes by the meeting.

Lincoln Village: Ed has received the construction drawings and construction specifications for the project. Ed has forwarded them to Carroll Engineering for their review and comment. On a related note, Ed has been approached by Lincoln University to provide back-up coverage for their operator at their treatment plant. By PADEP regulations, for the size treatment plant that they operate, they need to have two licensed operators and they currently only have one. For the most part, we would do nothing more than have our two operators licensees posted at their plant. If the Board is agreeable, Ed will work on a draft agreement letter stipulating terms and conditions and submit it to the University for their consideration. Ed will, of course have Kathy Gray review it before sending it over.

II. *Developer Activity*

Jordan Manor: Proposed low-pressure sewer system. Ed will present the Board with details of the project. After much discussion, this issue was tabled and Ed will obtain more information.

III. *Operations Report*

-OASA Operations Report:

8/2/07 - Replaced a bad motor/gear box on pivot #3. Also, replaced the universal joints.

8/6/07 - Had the tractor taken to the shop to have the steering repaired.

8/9/07 - Installed pressure gauges on the force main at Wiltshire to help check the flow rate.

8/10/07 - M&S Services replaced a bad relay switch in the control panel at the Brookside Pumping Station.

8/13/07 - The battery charger in the generator at the Brookside Pumping Station shorted out causing the battery to go dead. We later found that the control board had lost memory at the same time and needed to be rebooted by a Tech from Onam.

8/15/07 - We lost power at five of our eleven pumping stations at the same time, due to a PECO problem. Some of them were out for 6 hours, fortunately they had working generators.

8/17/07 - Had lime spread at Pivot #3 after the hay was removed, that was the last of the fields to be treated for the year.

Had numerous calls at the Brookside Pumping Station lately, our electricians believe it is a PECO problem. We have met with PECO and asked that a recorder be installed to see if the power is dropping. We were put on a waiting list to have this done.

Received 112 loads of septage for a total of 309,250 gallons, for an average of 10,308 gallons per day.

Received 113 PA#1 calls in August. 8 were in conflict and required marking. One was an emergency at 2 a.m. after an auto accident, for pole replacement.

Currently have 45.77 days of storage.

IV. Administration Report:

Customer Correspondence: Nothing to report.

Personnel Issues: Employee Handbook: Nothing to report.

Computer System: Nothing to report.

Office Furniture: Nothing to report.

Executive Directors Activities:

August 23 meeting with Spence Address

August 27 meeting with ARRO

August 29 Exeter Supply Trade Show

August 30 Martin-Beiler Court Hearing

September 5 Budget Committee Meeting

September 11 meeting with Lower Oxford Township and Lincoln University

September 12 meeting with ARRO

V. Financial Report:

A. Financial reports are included in the Board packets.

B. Septage Billing for August was \$9,114.00 representing 115 loads accepted for a total of 325,500 gallons.

RESOLUTIONS: None.

LEGAL ITEMS: None.

CORRESPONDENCE: None.

TREASURER'S ITEMS:

General Fund Bills:

Motion made, seconded and passed to pay the monthly bills in the amount of \$58,170.01. (F. Lobb, N. Pagano)

Revenue Requisitions:

Motion made, seconded and passed for Revenue Requisition #114 in the amount of \$30,000 to replenish working capital for payroll account. (N. Pagano, J. Scheese)

Bond Redemption & Improvement Fund:

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #109 to TCI in the amount of \$3,517.90 for professional services regarding the Osborne Lagoon & Brick Street. (F. Lobb, J. Scheese)

Total Bond Redemption & Improvement Fund Requisitions: \$3,517.90.

2006 Project Fund:

Motion made, seconded and passed to pay 2006 Project Fund Requisition #32 to Conestoga Rovers & Associates Inc. in the amount of \$573.87 for professional services related to Oxford-Ross Farm P2 BT Survey. (N. Pagano, J. Scheese)

Motion made, seconded and passed to pay 2006 Project Fund Requisition #33 to TCI in the amount of \$4,823.75 for professional services related to Ross Farm and Conditional Use Hearing. (N. Pagano, J. Scheese)

Total 2006 Project Fund Requisitions: \$5,397.62

OLD BUSINESS: None.

NEW BUSINESS: None.

ADJOURN: Motion made, seconded and passed to adjourn the meeting.

Respectfully Submitted,

Donna M. Patrick, Recording Secretary

CC: Authority Members
Kathleen Gray, Solicitor
Ed Lennex, Executive Director
John Highby/Don Lavine, ARRO Engineer
Betsy Brantner, Borough Manager
Townships & Borough