

OXFORD AREA SEWER AUTHORITY

April 16, 2008

Chairman, Bob Yeatman, called the meeting to order at 7:30 p.m. The following Authority Members were in attendance: Robert Miller, Robert Cantarera, Neil Pagano, Percy Reynolds, Joe Scheese, and Phillip Brenner. Also in attendance were Edward Lennex, Executive Director; Kathy Gray, Esquire, Barley Snyder; Blair Fleischmann; Marcella Peyre-Ferry, Daily Local News; Jane Shields for J. Shiekholeslami and Michele Braas, Rettew Engineering.

Pledge Allegiance and Moment of Silence.

Motion made, seconded and passed to approve the March 26, 2008 minutes as amended. (J. Scheese, R. Cantarera) P. Reynolds, R. Miller and N. Pagano abstained from the vote.

AUDIENCE COMMENTS:

SEWER OPERATIONS REPORT:

The average daily influent was 522,781 with a maximum day of 710,300 for a total of 16,206,200. The average daily effluent was 641,480 with a maximum day of 894,000 for a total of 16,037,000.

Lagoon Levels: #1 = 17.8", #2 = 14.6', #3 = 17.6'

Pump Station Hours of Operation were:

6th Street = 227.1

Grant Street = 155.9

8th Street = 234.3

Q1 = 1.6

Locust Street = 4.3

Locksley Glen = 88.8

Wiltshire = 101.0

FACILITY EXPANSION COMMITTEE REPORT: None. Has not met.

OPERATIONS MANAGEMENT COMMITTEE REPORT: None. Has not met.

FINANCE AND BOND COMMITTEE REPORT: None. Has not met.

PERSONNEL COMMITTEE REPORT: None. Has not met.

PENSION COMMITTEE REPORT: None. Has not met.

CHAIRMAN'S ITEMS: Mr. Yeatman noted that the PMAA Convention will be held on April 28, 2008 if anyone is interested in attending with himself and N. Pagano.

DIRECTOR'S REPORT:

1. Ongoing project status reports

Consent Order: The 2007 Chapter 94 Report was completed and delivered to DEP on March 31, 2008. Incorporated in the Report was a Revised Corrective Action Plan/Connection Management Plan (CAP/CMP) which Ed has included in the Board packets. Under a separate cover letter, Ed sent just the CAP/CMP to Keith Dudley's attention at DEP as he was the person who responded to last year's CAP/CMP. Ed has requested a meeting with Mr. Dudley to discuss the CAP/CMP with the purpose of expediting its review as its approval will assist in speeding along the start of the Osborne Lagoon.

Osborne Lagoon: OSAFIELD is making preparations to begin construction

on the Osborne Lagoon. At this point, construction is estimated to begin sometime in June. Final bids are being received and once the low bidder is determined a contract can be awarded. Ed met with OSAFIELD on April 10, and was updated on their plans. Due to the current financial markets, the group needs to demonstrate that the re-rating and Ross Farm will be in place by the time construction of the lagoon is finished in order to demonstrate that their respective developments will be able to proceed. This is why it is critical that Ed work with Keith Dudley to move the CAP/CMP forward.

Act 537 Plan: Ed has sent the list of clarification questions to Kelly Sweeney at DEP and Michele Braas and Ed has meeting scheduled for April 28 with her. Once we have received her clarifications, Ed will Schedule a meeting with the representatives of the municipalities, and the Facilities Expansion Committee to review her response, set an agenda and schedule for addressing the issues and formulate a timetable to complete the resubmission. Since a number of the issues raised are critical to formulating our reply, it would be premature at this time to estimate a completion date. Ed has heard from the municipalities and they are Progressing with the portions of the response that do not rely upon her Response. As part of our response to one of the issues raised, Ed has Included in the Board packets, ARRO's Sanitary Sewer System Conveyance Strategy Plan. This will be an important document as we move forward in discussions with various developers regarding potential future sewer line Routing and the improvements to the sewer system that they will need to make in order for their projects to move forward.

Developers Agreement: No further action.

Future Disposal Fields: Lower Oxford Township has formally finalized the conditional use approval for the Ross Farm. Ed is working with ARRO to prepare the planning module for submission to Lower Oxford Township. again, this is an issue that is discussed in the CAP/CMP and the response we receive from DEP will dictate the path we follow and when we can begin the submission process.

Pretreatment Regulations: Rettew is finalizing the changes to the Authority's Industrial Waste Regulations and will have them ready for the May meeting.

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

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

Emergency Action Plan: Nothing to report at this time.

Acquisition of Property: Nothing to report at this time.

Lincoln Village: Lower Oxford Township has begun construction of the Force main and pump station portion of the project.

II. ***Developer Activity:***

Elkdale Green - Ed has included information he received on Monday, April 14, 2008, from the developer's attorney, in the Board packets. Ed has not had the opportunity to thoroughly review it or to discuss it with Kathy Gray. Once Ed has reviewed it and discussed it with Kathy, he will schedule a Meeting with the Facilities Expansion Committee and have a full report for the Board at the May Board meeting.

III. ***Operations Report-OASA Operations Report:***

3-3-08 - cleaned up branches and trash around sand filter and zone 2 buffer.

3-4-08 - placed ground up Christmas trees from the boro, as mulch under the pine trees on Brick Street.

3-11-08 - DEP agent Mike McAdams inspected the plant and spray fields. A written report is to follow.

3-14-08 - M&S Services replaced the drive unit to Pump #1 that we just had installed in January. It was covered by warranty.

3-14-08 - had Walsh Brothers deliver some top soil to Pivot #2 for us to make repairs.

3-14-08 - pulled aerator #3 from Lagoon #1 and took it to Reels Motors for repair.

3-14-08 -took the 2006 GMC to Lancaster Truck to have the crane repaired. They had to replace the electric motor hopefully it will be covered under warranty.

3-25-08 - attended the start up of the Country Hills pump station from 09:30 to 14:00. We will check it once per week until houses are built.

3-26-08 - replaced the battery in the tractor.

3-27-08 - DEP Soils Scientist Walter Grube inspected the spray fields report to follow.

3-28-08 - spread lime by hand on an area at the Osborne Farm where we had taken out some trees.

3-31-08 - Cameron's Hardware Store connected their 6" lateral to the 8" main on Wedgewood Road.

The flow will be going into the Locksley Glenn pump station. A trap was

installed and clean outs every 50' as per code.

Received 115 loads of septage in April for a total of 331,000 gallons, for an average of 10,586 gallons per day.

Received 138 PA#1 calls in April. 15 were in conflict and required marking.

Currently have 13.27 days of storage.

IV. Administration Report:

A. **Customer Correspondence:** None.

B. **Personnel Issues:** None.

C. **Computer System:** None.

D. **Consulting Engineer:**

A) Professional Service Agreements

E. **Executive Directors Activities:**

March 31, meeting with Rick Booth - Cedar Knoll Builders on building facade.

March 31, meeting with David Schlott - ARRO on Re-rating and Ross Farm Projects.

April 10, meeting with Michele Braas - Rettew regarding various projects.

April 10, meeting with OSDAFIELD.

V. Financial Report:

A. Financial reports are included in the Board packets.

B. Septage Billing for March was \$9,380.00 representing 115 loads accepted for a total of 333,000 gallons.

C. Authorization to submit DCED Annual Report of Municipal Authorities 2007. Ed has included in the packets the Auditor's Draft Financial Report and they will be presenting it at the May meeting for the Board's approval and acceptance. Motion made, seconded and passed to Allow Ed to sign the Annual Report of Municipal Authorities and send. (J. Scheese, N. Pagano)

Motion made, seconded and passed to conditionally approve the Rettew Contract after Kathy's review is complete, allowing Ed to sign it.

RESOLUTIONS: None.

LEGAL ITEMS: Draft Agenda was presented to the Board. Kathy & Ed will re-work an agenda with comments from the Board Members incorporated and present at the next meeting.

CORRESPONDENCE: None.

TREASURER'S ITEMS:

General Fund Bills:

Motion made, seconded and passed to pay the bills including the prepaid bills in the amount of \$18,232.44 and the monthly bills in the amount of \$19,921.04 (N. Pagano, P. Reynolds)

Revenue Requisitions:

Motion made, seconded and passed for Revenue Requisition #127 in the amount of \$30,000 to replenish working capital for Payroll Account. (N. Pagano, J. Scheese)

Motion made, seconded and passed for Revenue Requisition #128 in the amount of \$120,000 to replenish working capital for Operating Account. (N. Pagano, J. Scheese)

Bond Redemption & Improvement Fund:

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #138 to Barley Snyder in the amount of \$390.00 for professional services. (N. Pagano, J. Scheese)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #139 to TCI in the amount of \$3,405.44 for the following professional services: Invoice 0408-1051 Professional Services Related to Ross Spray Site - Performed Site Analysis Work on the Revised Final Ross Spray Report with Spray Site Analysis Work on the Revised Final Ross Spray Report with Spray Site Computer Modeling Using Summarized Groundwater Data, Continued to Collect and Analyze, Tabulate Quarterly/Monthly Ground Water Level Measurements on the Ross Property and Osborne Spray Site. (N. Pagano, J. Scheese)

Total Bond Redemption & Improvement Fund Requisitions: \$3,795.44

2006 Project Fund:

Total 2006 Project Fund Requisitions: \$0.00

Escrow Accounts:

Nothing.

Total Escrow Checks: \$0

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: None.

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

Respectfully Submitted,

Donna M. Patrick, Recording Secretary

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