

OXFORD AREA SEWER AUTHORITY

October 15, 2008

Chairman, Bob Yeatman, called the meeting to order at 7:30 p.m. The following Authority Members were in attendance: Robert Miller, Frank Lobb, Neil Pagano, Percy Reynolds, Philip Brenner Robert Cantarera and Joe Scheese. Also in attendance were Edward Lennex, Executive Director; Kathleen Gray, Esquire, Barley, Snyder; T. Dignazio, Michele Braas and Marcella Peyre-Ferry, Daily Local News.

Pledge Allegiance and Moment of Silence.

Motion made, seconded and passed to table the minutes until the November 2008 meeting. Frank Lobb asked that Ed obtain more discussion information from the last meeting and incorporate it in the minutes. (F. Lobb, J. Scheese)

TREASURER'S ITEMS:

General Fund Bills:

Motion made, seconded and passed to pay the prepaid bills in the amount of \$49,237.99 and the monthly bills in the amount of \$35,836.90. (N. Pagano, P. Reynolds)

Revenue Requisitions:

None.

Bond Redemption & Improvement Fund:

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #153 to ARRO Consulting in the amount of \$326.00, for professional services related to the Plant Re-Rating. (N. Pagano, J. Scheese)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #154 to Barley Snyder in the amount of \$615.00 for professional services related to the purchase of the Administrative Building. (N. Pagano, J. Scheese)

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition request #155 to Motor Technology in the amount of \$10,158.00 to replace two 7.5 HP aerator motors.(N. Pagano, J. Scheese)

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition request #156 to RETTEW in the amount of \$258.21 for engineering related to Sprayfield Analysis. (N. Pagano, J. Scheese)

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition request #157 to OASA in the amount of \$7,408.88 to reimburse ourselves for settlement charges for the Administration Building paid to Landmark Abstract out of expense. (N. Pagano, J. Scheese)

Total Bond Redemption & Improvement Fund Requisitions: \$18,766.09.

Escrow Accounts –

None.

Total Escrow Checks: \$0.00

Public Comment Period - No one asked to make any comments.

Action Items: Resolution 08-10-001 Amending the Rules and Regulations to set New Lateral Inspection Fee.

SEWER OPERATIONS REPORT:

The average daily influent was 495,632 with a maximum day of 737,203 for a total of 14,868,955.

The average daily effluent was 600,556 with a maximum day of 1,536,000 for a total of 16,215,000.

Lagoon Levels: #1 = 17.9", #2 = 4.9', #3 = 5.2'

Pump Station Hours of Operation were:

6th Street = 230.9

Grant Street = 151.0

8th Street = 233.3

Q1 = 1.4

Locust Street = 3.1

Locksley Glen = 96.9

Wiltshire = 87.1

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: None.

DIRECTOR'S REPORT:

1. Ongoing project status reports

Consent Order: Status remains unchanged. Still have not received written comments from DEP on the 2007 Chapter 94 Report or the CAP/CMP.

Osborne Lagoon: Nothing to report at this time.

Act 537 Plan: Due to the changes that may need to be made to the Plan, Ed contacted Keith Dudley at PADEP on October 1 to discuss what course of action we will need to take to proceed. Keith explained that he would need to discuss this internally and get back to me. At this point Ed has heard nothing back from him. Ed has followed up twice with e-mails but have not received a reply. While I am not quite sure what path to follow at this time, I am continuing to work on a revised submittal but will wait to finalize until Ed hears from DEP.

Developers Agreement: Nothing to report at this time.

Future Disposal Fields: As per Ed's response to DEP, ARRO and Ed will continue to prepare the necessary paperwork to file for the permit and hopefully submit it as requested during DEP's review of our response to their comments. We need to discuss what action we will take regarding the purchase agreement and the extension expires at the end of December, we must decide if we wish to negotiate an additional extension or do we finalize the purchase without the DEP permit. Ed would assume the Ross's will want some form of non-refundable retainer to extend the purchase period.

Pretreatment Regulations: 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 completed construction of the collection/conveyance system and the pump station. There was a pump station start-up test and inspection conducted on October 2. Both our Engineer and the Township's were there and each has created a punch list of items. Ed has met with Ed Fisher and Winnie Sebastian to go over a preliminary draft of the agreement with Lincoln University. Once we have the draft to a point where we are satisfied, Ed will forward a copy to Kathy Gray for her review and comments. Once Ed has those back, he will forward a copy to the Board members for your comment.

Funding Assistance: Rettew is arranging a meeting with the Commonwealth Financing Authority, Senator Pileggi's Office, Representative Hershey's office and PADEP. Tentative dates for the meeting are November

19th, 20th or 21st. Ed would like the Facilities Expansion Committee or some members of the Committee to also attend. As you have seen from Rettew's brochure, we are attempting to get funding for the Osborne lagoon, Ross Tract and Plant Re-rating. On another note, Ed sent a package to the Governor's Action Team regarding the potential pump station that would need to be built to provide sewer service to East Nottingham/West Nottingham and also to the proposed Lowe's Distribution Center. Ed has requested that they consider funding this project through the Authority rather than Lowe's since it would be a regional pump station not just one serving Lowe's.

Administration Building: The Administration Building roof has developed a leak. This is the second one since we moved in. The first was fixed at the expense of the former owner. The Contractor Ed had inspect the problem said that while he can patch the leaking area, it would be better to just redo the entire roof since it is the second time it has occurred. A Proposal was submitted through A.K. Contractors of New Holland, PA to repair the roof in the amount of \$16,500.00 Motion made, seconded and passed to allow Rob & Ed to get together more information on a new roof. (J. Scheese, N. Pagano)

II. *Developer Activity*

Elkdale Green: Noting to report at this time. We have a meeting set for Thursday, October 16, 2008 for the developer to present an update on where they are at addressing the issues the Authority raised concerning the design of their project.

III. *Operations Report*

-OASA Operations Report:

9/3/08 - It was decided that the damaged monitoring well at the Osborne Farm will have to be abandoned and a new one drilled.

9/4/08 - Put the rebuilt pump back in the septage tank #2.

9/10/08 - Had to put a new motor on aerator #1 as the old one is beyond repair.

9/12/08 - Took the pump from tank #1 and put it in.

9/22/08 - Got the rebuilt pump back for tank #1 and put it in.

9/22/08 - Third cutting of hay was started on Zone 2&3.

9/24/08 - Cleaned the aerators in Lagoon #1.

9/24/08 - Discovered a monitoring well casing on the old Brown Property had been damaged and it will be filled in with grout, we have temporarily capped it off.

Received 129 loads of septage in September for a total of 388,500 gallons for an average of 12,950 gallons per day.

Received 110 PA #1 calls, 9 of which were in conflict and needed to be marked.

Currently have 53 days of storage.

IV. *Administration Report:*

Customer Correspondence: Nothing to report.

Personnel Issues: Nothing to report.

Resolution: In your packet, Resolution 08-10-001 is a Resolution Amending Resolutions to the Rules and Regulations. The Resolution would increase the New Lateral Inspection Fee to \$200.00 to cover the increase cost of complying with new regulations governing inspection requirements called for in the Uniform Building Code. Motion made, seconded and passed to approve Resolution 08-10-001 and to increase the Lateral Inspection Fee to \$200.00 (P. Reynolds, J. Scheese)

Consulting Engineer: Lincoln/Brick Street Spray Operations - Nothing.

Executive Directors Activities:

September 24 - Meeting with Dan Ody regarding potential sighting of new business in Oxford Borough.

September 25 - Pennsylvania Water Environment Association seminar Regarding Pretreatment Regulations.

October 2 - Lincoln Village pump station start-up test and inspection.

October 2 - Meeting with Terra-Aqua.

October 3 - Meeting with David Schlott ARRO to discuss Ross Tract Permit and rerating.

October 6 - Meeting with Spence Address and Brian Campbell.

V. *Financial Report:*

A. Financial reports are included in the Board packets.

B. Septage Billing for September was \$10,878.00 representing 129 loads accepted for a total of 388,500 gallons.

Motion made, seconded and passed to approve the Executive Director's Report as submitted. (P. Reynolds, N. Pagano)

LEGAL ITEMS: None.

CORRESPONDENCE: None.

OLD BUSINESS: J. Scheese questioned who was left in the Developer's Group. Discussion held. J. Scheese also stated that we need to be focused on the funding grant money not the growth.

NEW BUSINESS: None.

PUBLIC COMMENT: T. D'Ignazio questioned whether or not to vote for the grant funding for sewer on the ballot on Election Day.

EXECUTIVE SESSION: Adjourn to Executive Session to discuss real estate issues and reconvene to Regular Meeting. Motion made, seconded and passed authorizing Ed & Joel to enter into negotiations on the Ross Property. (J. Scheese, N. Pagano)

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
Betsy Brantner, Borough Manager
Townships & Borough