

OXFORD AREA SEWER AUTHORITY

JUNE 16, 2004

The meeting was called to order at 7:30 p.m. by James McLeod, Chairman. The following Authority members

were in attendance: Percy Reynolds, Jr., Bob Yeatman, Ronald Fields, Jack Baughman, Vince Visoskas. Also in attendance were John Highby, Engineer; Kathleen Gray, Solicitor; Don Lavine, ARRO; Tom Hindman, Spence Address.

Special Thanks was given to the East Nottingham Township for allowing the Authority to use their building as the new location for the Oxford Area Sewer Authority to hold their monthly meetings.

Pledge Allegiance and Moment of Silence.

The minutes of May19, 2004 meeting were approved as amended. (D. Bailey, B. Yeatman)

AUDIENCE COMMENTS:

Jahan Sheikholeslami was in attendance to discuss the Elkdale Subdivision Plan. They are interested in public water and sewer connections. Motion made, seconded and passed to allow Mr. Sheikholeslami to discuss with the Professional Staff of the Authority the development of the Elkdale Subdivision. (P. Reynolds) Motion made, seconded and passed to amend the motion to include the Expansion Committee in the discussions. (B. Yeatman, V. Visoskas)

SEWER OPERATIONS REPORT:

The average daily influent was 599,361 for a total of 18,580,200, and the average daily effluent was 792,125 for a total of 19,011,000.

Lagoon Levels:

Lagoon #1 - 19.0' deep Lagoon #2 - 16.1" deep Lagoon #3 - 16.1" deep

Pump Station Hours of Operations were:

6th Street - 176.1; Grant Street - 169.3; 8th Street - 250.3; Q.1 - 25.7; Locust Street - 4.6;
Locksley Glen - 42.5 Wiltshire - 65.3

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

May 6, 2004, service technician from Onan came for start up of the new generator at 6th Street Pump House.

May 6, 2004, M&S Services helped us replace a 12" butterfly valve for Zones 2 & 3.

May 6, 2004, Kenny Morris serviced the generator at the plant lift station.

May 7, 2004, Dolinger Electric installed a new 12 volt battery charger at the 6th Street Pump House. The battery charger was supplied by Onan.

May 7, 2004, we did routine cleaning of the wet wells with Pipe Data and McGovern's.

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May 10, 2004, met the technician from ARRO and started smoke testing manholes.

May 13, 2004, installed 11th aerator in Lagoon #1 and installed repaired pump at Grant Street Pump House.

May 18, 2004, finished the smoke testing.

May 21, 2004, M&S Services worked on the controls for the septage receiving unit pumps. They also replaced the control board for the actuator valve to Zones 2 & 3.

May 25, 2004, Weeds, Inc. sprayed around the lagoons and fence line at the plant.

May 25, 2004, E.M.R. Power repaired the generator at Grant Street Pump House and evaluated the generator at Brookside Development.

FACILITY EXPANSION COMMITTEE REPORT:

The Committee has met three times since the last meeting. They met with Brandolini representatives regarding the Hickory Hill proposed Community Treatment Plant. They have proposed to provide a Treatment Facility with excess treatment capacity and excess storage capacity, sufficient to support treatment for approximately 1,000 EDU's. Disposal capacity however, in their proposal is for only the Brandolini properties. The proposal was discussed. Members decided to obtain input from the East Nottingham Township Supervisors to see if this is a good site for the Treatment Plant. Met with Ron Ragan who felt the supervisors would support having a Regional Facility in their area. Expansion Committee met on June 15, 2004 with Dave Shelton and Ron Ragan. Discussion was held regarding whether East Nottingham Township agrees that this is a good place to put the plant. The township supports the proposal. Motion made and passed to allow the professionals to have contact with the Committee to work out issues at hand.

OPERATIONS MANAGEMENT COMMITTEE REPORT:

Vince Visoskas reported that the committee has met two times. They are exploring 4 scenarios for future operations in management. They will have a final report by the July 04 meeting.

CHAIRMAN'S ITEMS:

The Rate Advisory Committee was appointed as Jim McLeod, Vince Visoskas, Jack Baughman and Bob Yeatman. Borough Council will appoint two members of the Borough. Jim asked that those present meet with him after the meeting to discuss possible dates for meetings.

DIRECTOR'S REPORT:

Sycamore Crossing - No report.

Twin Ponds - No laterals were inspected. Total connected is 83 of 85. The 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. During the recent rains a high flow peaking factor has been observed. A preliminary check of records shows that the high peaking factor has occurred before. The Developer has been notified and an investigation is under way.

Copperfield - An escrow account has been opened. The engineering review is proceeding.

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Sacred Heart School - The dedication of the sewer extension can proceed pending agreement on the maintenance security. The paperwork is being reviewed.

Brookside - The Borough Council has agreed to use escrow funds from the Developer to correct deficiencies at the pumping station. Regarding the generator, several technicians have voiced their opinion as to best course of action. Kenny Morris recommended replacing the generator with a new unit. Cooper Power, a Kohler distributor, offered to assess the generator to determine reconditioning cost, but would charge at least \$800. Winter Engine and Generator Service was contacted by phone and said that the motor was likely to be OK, but the rodent damage to the generator would probably require replacement of the generator component. EMR Power Systems was on-site and got the engine running, but said the rodent damage to the generator would result in replacing many component parts, if not the entire generator component. Motion made, seconded and passed to buy a new generator for the Brookside Development. (R. Fields, P. Reynolds)

Penn Oak - No report.

Acme Markets - The water meter has been installed and the first reading has been taken in May.

Wiltshire - No laterals were inspected. Total connected is 150 of 163. Wiltshire has the EDUs for the remaining houses, but can't proceed until DEP allows additional connections to the system.

Locksley Glen - The Developer has paid all outstanding expenses, submitted as-built drawings, executed a Deed of Dedication, and set up a maintenance agreement with the necessary security. Dedication is recommended. Motion made, seconded and passed that the Authority accept dedication of the Section I, Phases 2 & 3 and Section III, sewer lines. (P. Reynolds, D. Bailey)

Cooper Farm - No laterals were inspected. Total connected is 13 of 24. Proposed alignment of lateral to serve Lot 23 is subject of discussion.

Cooper Farm - Phase 2 - Plans are under review.

Hearthstone - Plans have been submitted for review. An escrow account has been opened.

People's Bank of Oxford - No report.

Ware Presbyterian Village - ARRO has approved information on the proposed swimming pool and cooling tower operation. DEP is considering the request from the Village to proceed with connecting to the Authority as a "facility of public need" exempt from the Consent Order.

Oxford Area School District - The installation of the pumping station is proceeding.

Happy Harry's - A final inspection is pending following paving the parking lot.

Oxford Commons - No report.

Country Hills - No report.

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

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Connor Road Subdivision - No report.

Penn View/Dambro Subdivision - No report.

Tommy Tinker (Child Care) - Construction has started.

Hickory Hills - The Developer and representatives of East Nottingham have met with the Authority's Expansion Committee to discuss the Developer's proposed community sewage treatment system. The general consensus of the Committee was that the proposed facility could be used in conjunction with the new Act 537 Plan.

Reserves at Dunlap - No report.

Elkdale Green - No report.

Customer Activity -

No report.

Administration/Operations -

Septage Program - Billing for the month of April 2004 is \$6,720.00.

Corrective Action Plan - DEP reports that the review of the re-rating application is being delayed by a heavy work load and lack of personnel. Therefore, the CAP remains in effect.

Act 537 Plan 2002- The field work for the soils study on the proposed sprayfields is finished. Twenty-five monitoring well sites have been selected and permitting is under way. Quotes from 3 drillers have been received. The price and proposed start date from each driller will be used to select the driller. The groundwater evaluation results are anticipated in late August.

Farming Operations - Fields are being fertilized based on the soils analyses. All fields have been cut. Forage samples show relative feed value of 65.

Emergency Stream Discharge - No report.

6th Street Pumping Station Generator - The new genset is operating as expected.

Lagoon Dredging Bids - The Contractor has been mobilizing since the first week of June. Dredging is expected to start by June 17.

I/I Reduction Program - Smoke testing on the west side of the Borough will be done in the coming weeks. Problems such as noted at the Twin Ponds Pumping Station are being addressed.

Tax Matters - No report.

Insurance Matters - No report.

Web Page - John will review the minutes and forward them to Vince for placement on the web site.

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Break at 9:30 p.m. Reconvene at 9:42 p.m.

LEGAL ITEMS:

Have been talking to Developers who are willing to help the Authority by providing certain components of the system such as storage, treatment, sprayfields.

Discussion held regarding packet handed out about the need to refinance the bank note and the rates. Motion made, seconded and passed to accept the resolution regarding Bond Anticipation Financing utilizing Option II with the fixed rate loan

ENGINEER'S ITEMS:

ACT 537 Plan - June 2002 -

Attending meetings with the Expansion Committee.

Attended meeting with Developers regarding alternative disposal sites.

Working on revision to current draft of the Act 537 Plan to include alternative disposal sites.

Act 537 Plan - 2005

Working on Task Analysis Report for new Act 537 Plan.

Attend meeting with Supervisors to discuss new planning effort.

Developers Services -

Copperfield - Plans have been submitted. Work is beginning.

Plant Expansion - Design work is on-hold pending resolution of the Act 537 Plan approval issues and the problems with the OxView site.

Osborne Lagoon - Working on the design of the piping and pumping systems.

Operations Assistance - Preparing information on I/I.

Lagoon Dredging - Overseeing contractor's mobilization. Will start dredging on June 17, 2004.

CORRESPONDENCE:

None.

TREASURER'S REPORT/PRESENTATION OF BILLS:

Motion made, seconded and passed to pay the bills in the amount of \$59,467.20. (V. Visoskas, B. Yeatman)

Motion made, seconded and passed to authorize Revenue Requisition #67 in the amount of \$59,000.00 to replenish working capital. (V. Visoskas, F. Lobb)

Motion made, seconded and passed to pay from Pligit/Escrow Account, to ARRO in the amount of \$802.25. (V. Visoskas, D. Bailey)

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Motion made, seconded and passed to pay capital bills ARRO \$23,750.44. (V. Visoskas, P. Reynolds)

Fulton Financial Reports were included in members packets.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion made, seconded and passed to adjourn at 10:10 p.m. (D. Bailey, R. Fields)

Respectfully Submitted,

Donna M. Patrick, Recording Secretary

CC: Authority Members
Kathleen Gray, Solicitor
John Highby, Engineer
Betsy Brantner, Borough Manager
Townships & Borough