

OXFORD AREA SEWER AUTHORITY

January 18, 2006

The meeting was called to order at 7:30 p.m. by Bob Yeatman, Chairman. The following Authority members were in attendance: Robert Cantarera, Frank Lobb, Phil Brenner, Neil Pagano, Percy Reynolds, Bob Yeatman, Frank Lobb and Joe Scheese. Also in attendance were Ed Lennex, Executive Director; Kathy Gray, Solicitor; John Highby, ARRO; Marcella Peyre-Ferry, Daily Local News; Joel Brown, Shaun Gallagher, Blair Fleischmann, Jo Jo Campbell, Sara Beth Reyburn, Chester County Press, Jane Smeltzer, Larry & Kathleen Cole, Christian Schappel, Oxford Tribune and Christina Kettlea.

Pledge Allegiance and Moment of Silence.

Motion made, seconded and passed to elect Bob Yeatman as Chairman for 2006. (J. Scheese, N. Pagano)

Motion made, seconded and passed to elect Percy Reynolds as Vice Chair for 2006. (J. Scheese, N. Pagano)

Motion made, seconded and passed to elect Joe Scheese as Secretary for 2006. (P. Reynolds, N. Pagano)

Motion made, seconded and passed to elect Neal Pagano as Treasurer for 2006. (P. Reynolds, J. Scheese)

Motion made, seconded and passed to elect Ed Lennex as Assistant Secretary/Treasurer for 2006. (J. Scheese, N. Pagano)

Motion made, seconded and passed to approve the December 21, 2005 minutes as submitted. (P. Reynolds, N. Pagano)

Motion made, seconded and passed to approve the minutes of the December 28, 2005 Special Board Meeting as amended. (B. Cantarera, J. Scheese)

AUDIENCE COMMENTS:

Mrs. Smeltzer deferred her time to the end of the meeting in case her questions were answered during the regular meeting.

SEWER OPERATIONS REPORT:

The average daily influent was 570,155; maximum day for a total of 885,300; for a total of 17,674,800. The average daily effluent was 367,947; maximum day was 590,000 for a total of 6,991,000.

Lagoon Levels:

Lagoon #1 - 17.5' deep

Lagoon #2 - 12.9" deep

Lagoon #3 - 11.8" deep

Pump Station Hours of Operations were:

6th Street - 168.4

Grant Street - 156.6

8th Street - 271.8

Q.1 - 5.2

Locust Street - 4.7

Locksley Glen - 102.7

Wiltshire - 106.7

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

General Comments:

December 1, 2005, used 30 bales of hay around the Lakeside Unit to prevent freezing.

December 2, 2005, programmed the new spray rate into the sprayfield controls.

December 6, 2005, replaced a bad solenoid valve on Pivot #4.

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December 7, 2005, had a meeting at the Penn Oaks Development about the two laterals that were hooked together.

December 14, 2005, had EMR Power Systems repair the generator at the Grant Street Pumping Station.

December 14, 2005, the generator at 8th Street Pumping Station will not work, so we are renting one from Phillips Brothers Electric on a monthly basis per Mr. Lennex's request.

December 20, 2005, picked up a replacement motor for the blower at the 6th Street Pumping Station.

December 21, 2005, received 840 gallons of Ferric Chloride to be dosed into the lagoons at 50 galls per day to reduce phosphorous.

December 23, 2005, repaired broken drop pipes on Pivots #2 & #4.

December 28, 2005, put two repaired aerators back on Lagoon #1.

Specific Comments:

The treatment plant received 87 loads of Septage in December for a total of 227,000 gallons or an average of 7,322 gallons per day. As of December 31, 2005, the plant had 29 days of storage.

FACILITY EXPANSION COMMITTEE REPORT:

The Committee met 1 week ago to review proposed acquisition of additional farmland and financial arrangements.

OPERATIONS MANAGEMENT COMMITTEE REPORT:

The Committee met 1 week ago to review proposed acquisition of additional farmland and financial arrangements.

FINANCE AND BOND COMMITTEE REPORT:

The Finance and Bond Committee has not met since the Authority's last meeting.

CHAIRMAN'S ITEMS:

No report.

DIRECTOR'S REPORT:

Motion made, seconded and passed to reappoint ARRO Consulting, Inc. as the Consulting Engineer for the Authority for 2006. (P. Reynolds, N. Pagano)

Motion made, seconded and passed to reappoint Barley Snyder as the Solicitor for the Authority for 2006. (N. Pagano, J. Scheese)

I. Ongoing Project Status Reports:

Consent Order - Negotiations have been finalized with the developer who intends to build the Osborne Lagoon. Awaiting final agreement from the Developer's Attorney.

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Osborne Lagoon: Dam Safety has reviewed the recommendations made by the U.S. Fish and Wild Life Service. They have requested three sets of amended drawings, which incorporate the changes required. If you will refer to the Engineer's Report, Conestoga-Rovers is reviewing the changes and upon their approval, they will be sent to Dam Safety.

Act 537 Plan: The status has remained unchanged since last report. On January 13, 2006, I met with the three Supervisors from West Nottingham Township and discussed the needs analysis that was submitted and they seem to be satisfied that their concerns are addressed. The remaining portion of the Plan is the Developer's Agreement, the Osborne Lagoon Agreement, the new property acquisition, the Board approval of the 4 Phased capacity plan and the financial funding to implement the plan.

Developers Agreement: As of January 13, 2006, all members of the Developer's Group have signed on with their intent to participate. Kathleen Gray and I are reviewing the final draft and as soon as all of the Exhibits are ready, the final document will be made available to the Board for their review and approval. Our Consulting Engineer is finalizing the two exhibits they are preparing and should be done by January 20, 2006. I have one exhibit to complete, which will be done at the same time. I would anticipate a Special Board Meeting would need to be held the week of January 30th to approve all of the agreements and to present to the public what the "Get Well Plan" entails.

Tasty Baking Pump Station Dedication: This is still in the hands of the Tasty Baking's Kathleen Gray but no definitive date has been given as to when the final paperwork will be completed. I do have a proposal from ARRO to prepare documents for the abandonment of the Q1 station and the modifications to the Tasty Bake Pump Station. The total contract is for \$16,640 and I would recommend approval pending the transfer of the station.

Motion made, seconded and passed to accept ARRO's proposal for the Q1 Abandonment and demolition and modernization. (P. Reynolds, P. Benner)

Brick Street Soils Study: Refer to the Engineers Report for an update on the status of this project.

Chester County GIS Mapping Project: Chester County staff has been in the field to locate the remaining manholes. The next step will be for the county to update their data and prepare set of maps that shows all of the manholes in the system and directional flow arrows for all of the lines.

Oxford Borough Storm Water Pipe Repair Project: The project will commence sometime during the later part of January. As part of the project, the Borough's contractor will need to lower the Authority's existing sewer line. I had inspected the manhole that this line ties into and found it to be in poor condition. I do not feel the contractor can make a new connection or seal the old one properly without major rehabilitation work. After discussing this with the Borough's Engineer, I authorized the inclusion of the manhole to be replaced in the contract as a separate line item and it will cost the Authority \$6,000 to have a new manhole installed.

Storm Drain Channel Repair: Refer to the Engineer's Report for an update on the status of this project.

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

Acquisition of Property: This will be discussed in Executive Session.

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II. Developer Activity:

- A. **Twin Ponds:** All of the documents that were approved last month to begin the transfer of the pump station to the Authority have been sent to our Solicitor and we will await the developer's response to their requirements that must be finalized for the dedication to take place.
- B. **Hickory Hills:** I continue to work with the developer to finalize the treatment plant and disposal process.

The remaining projects currently being worked on are covered in the Engineer's Report.

III. Future Projects:

Emergency Action Plan: Included in the Board packet you will receive at the meeting, is a proposal from ARRO to conduct the Dam Breach Analysis and update the Emergency Action Plan for submittal. The proposal is for a lump sum figure of \$10,395 and I would recommend the proposal for Board Approval.

Motion made, seconded and passed to approve ARRO's proposal regarding the Dam Breach Analysis and update the Emergency Action Plan for Submittal. (J. Scheese, N. Pagano)

IV. Operations Report:

Refer to attached report for details.

Eighth Street Pump Station:

As reported in previous two reports, the Eighth Street Pump Station requires rehabilitation due to the age of the station. The Board authorized ARRO to prepare a proposal for the upgrades that would be necessary

at the station. Included in the packets is a proposal for the lump sum fee of \$31,000 and I would recommend approval by the Board.

Motion made, seconded and passed to accept the proposal from ARRO for modifications to the 8th Street Pump Station in the amount of \$31,000. (J. Scheese)

Sixth Street Pump Station Railroad Crossing:

On January 6, 2006, I met in the field with the owner of a warehouse building located at 561 Lincoln Street. He is intending to build a small office and restroom facility in the warehouse. He was looking for information regarding the depth of the interceptor line that runs from Lincoln Street to the Sixth Street Pump Station. Upon a walking inspection of the line, I discovered that where the line passes under a creek and then the railroad tracks the concrete encasement has become exposed. The exposure is similar to

what

has occurred near the Borough's Public Works building. On January 13, 2006, I accompanied John Highby for an inspection of this condition and both of us are concerned not only with the encasement exposure but also the erosion to the embankment for the railroad. I had intended to contact the railroad to discuss this situation because their embankment is in poor condition and before I would recommend OASA dealing with our problem, I think they need to address theirs and we can go from there.

V. Administrative Report:

A. Customer Correspondence

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There is nothing to report for this period.

B. Resolutions

There are no Resolutions at this time.

C. Personnel Issues

I am currently working on a Personnel Policy Manual and a Pension Plan and should have those documents finalized for review by the end of January.

D. Executive Director's Activities

The following is a list of meetings I have attended over the course of the last month:

January 3rd, field inspection of potential land acquisition

January 5th, met with Spence Andress to review final changes to developer agreement for Osborne Lagoon

January 6th, Lincoln Street line inspection

January 10th, met with Mark Eisenread of PP&L Gas Utilities

January 10th & 11th, committee meetings

January 13th, met with West Nottingham Township Supervisors.

VI. Financial Report

Financial Reports will be available in the Board meeting packets.

Septage: Billing for December was \$7,945 represent 87 loads accepted for a total of 227,000 gallons.

Capital Purchase

None to report at this time, but a recommendation for computer purchases is being prepared for the February meeting.

VII. Engineer's Report

Included as part of this report.

LEGAL ITEMS:

Ethics filings are due by May 1, 2006. Have received Vince Visoskas's report. Board members from last year or anyone who served on the Board in 2005 need to file. Ed will distribute at the next meeting.

Kathy thanked the Board for re-appointing Barley Snyder at the Solicitor for the Board.

ENGINEER'S ITEMS:

Items were included in Director's Report.

The Storm Drain Channel Repair proposal has been verbally accepted by DEP. When ready, the Board needs to file a brief description. Motion made, seconded and passed to have ARRO prepare the bid package for the Storm Drain Channel Repair. (J. Scheese, P. Reynolds)

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TREASURER'S REPORT/PRESENTATION OF BILLS:

General Fund Bills

Motion made, seconded and passed to pay bills in the amount of \$49,461.67. (J. Scheese, N. Pagano)

Revenue Requisitions

Motion made, seconded and passed for Revenue Requisition #87 in the amount of \$55,000 to replenish working capital. (N. Pagano, J. Scheese)

Bond Redemption & Improvement Fund

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #37 in the amount of \$13,549.38 to Barley, Snyder for professional services relative to the Ross Property, Bog Turtle, 8th Street Pump Station and Act 537 Plan. (N. Pagano, F. Lobb)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Requisition Request #38 in the amount of \$4,079.43 to Conestoga-Rovers & Associates for Bog Turtle Assessment. (N. Pagano, F. Lobb)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #39 in the amount of \$6,752.01 TCI for professional services relative soil testing and well monitoring. (N. Pagano, F. Lobb)

Total Bond Redemption & Improvement Fund Requisitions: \$17,628.81

Escrow Accounts

Motion made, seconded and passed to pay Check #143 in the amount of \$1,487.87 to ARRO Consulting, Inc. for the Hickory Hill Project. (F. Lobb, J. Scheese)

Total Escrow Checks: \$1,478.87

Capital Accounts

No expenditures this month.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

AUDIENCE COMMENTS:

There was a question and answer period provided at the end of the Regular Board Meeting to allow citizens in attendance to address issues and concerns they have during the proposed spray operation on the newly acquired Ross Property. The citizens who spoke were: Mrs. Jane Smeltzer, Mrs. Hennesy, Ms. Jo Jo Campbell, and Mr. Ken Trabue and the issues they raised are set forth below:

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There was a concern voiced by a number of the citizens as to the health effects, if any, the spray operation pose; what the range of the drift might be due to windy weather; and if the Authority was aware of or in possession of any studies regarding the effects of the spray operation. While the Authority members responded that they were not aware of any, that the operation of the existing spray fields on the Osborne Property was in total compliance with DEP regulations since 1992 and they were not aware of any adverse conditions that have arisen in the area during that time.

Additional questions were posed about setbacks, screenings and buffer zones, as to who promulgated these requirements and was in control. It was pointed out that DEP controls the process as well as the municipality the field would be located in.

Additional questions were raised related to the septage operation as to where it came from, and its impact on the treatment plant operation. The Authority responded that while septage was currently being accepted from outside the service area, but that once the Act 537 Plan was adopted and the participating municipalities issued pump out ordinances, septage would be restricted to the service area.

The Authority addressed each issue that was raised by the citizens and pointed out that as part of the Act 547 process, there was a period provided for written public comment and an opportunity to address their concerns could be voiced and addressed through that process.

EXECUTIVE SESSION:

The Board recessed to Executive Session at 9:10 p.m. to discuss real estate acquisition. Reconvene to Regular Meeting a 9:50 p.m.

ADJOURNMENT:

Motion made, seconded and passed to adjourn at 9:55 p.m.

Respectfully Submitted,

Donna M. Patrick, Recording Secretary

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