

OXFORD AREA SEWER AUTHORITY

September 19, 2006

The meeting was called to order at 7:30 p.m. by Percy Reynolds, Vice Chairman. The following Authority members were in attendance: Bob Yeatman, Neil Pagano, Frank Lobb, Percy Reynolds, Joe Scheese, Phil Brenner. Also in attendance were Ed Lennex, Executive Director; Kathy Gray, Solicitor; Joel Brown and Teri Dignazio.

Pledge Allegiance and Moment of Silence.

Motion made, seconded and passed to approve the minutes of August 16, 2006 as submitted. (J. Scheese, N. Pagano)

AUDIENCE COMMENTS:

None.

SEWER OPERATIONS REPORT:

The average daily influent was 509,229; maximum day was 555,000; for a total of 15,786,100.

The average daily effluent was 1,007,571; maximum day was 1,593,000 for a total of 28,212,000.

Lagoon Levels:

Lagoon #1 - ? deep Lagoon #2 - ? deep Lagoon #3 - ? deep

Pump Station Hours of Operations were:

6th Street - 177.9	Grant Street - 117.0	8th Street - 238.6
Q.1 - 0.0	Locust Street - 4.0	Locksley Glen - 87.2
Wiltshire - 103.8		

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

General Comments:

None. Borough Manager is out of town.

Specific Comments:

None.

FACILITY EXPANSION COMMITTEE REPORT:

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

OPERATIONS MANAGEMENT COMMITTEE REPORT:

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

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FINANCE AND BOND COMMITTEE REPORT:

Motion made, seconded and passed to approve Scenario #3 of the 2006-2007 Income and Operating Expense Budget with the stipulation that the Authority go over the Policy Manual and Benefit Package. (J. Scheese, N. Pagano) Motion made, seconded and passed to approve the Budget as presented in Scenario #3.

PERSONNEL COMMITTEE REPORT:

The Personnel Committee has not met since the Authority's last meeting.

PENSION COMMITTEE REPORT:

The Personnel Committee has not met since the Authority's last meeting.

CHAIRMAN'S ITEMS:

No report.

DIRECTOR'S REPORT:

I. Ongoing Project Status Reports:

Consent Order -Nothing new to report at this time. Ed continues to prepare a updated Corrective Action Plan/Connection Management Plan for submittal to DEP. The one item Ed still needs is the construction schedule for the Osborne Lagoon. So every one understands, the Consent Order will not be lifted until the lagoon is finished, but Ed hopes to develop a schedule for release of EDU's based on milestones being reached during the construction of the lagoon and submit that as part of the new plan.

Osborne Lagoon - ARRO delivered their response to the issues raised by URS. They satisfied all of the outstanding issues except for two (2), which are not really design issues as much as they are construction and cost related. ARRO, URS, OSAFIELD and Ed met on September 18, to discuss and formulate a plan to deal with these two issues. The first being, that construction is going to generate approximately 57,000 cubic yards of excess material that will need to be disposed of. This is a rather expensive proposition. The second issue is the double liner. ARRO and Ed are going to look at a possible shifting of the lagoon, which would move the berm and bottom away from the bedrock, which is driving the need for the second liner. So, you are aware, this second liner is costing the project somewhere in the neighborhood of \$500,000. Once an alternative is formulated, ARRO, URS, OSAFIELD and Ed intend to meet with all parties at DEP to see if they would approve a change. Ed strongly believes this additional look at the project is warranted and the Authority should take the time to explore the possibilities.

Act 537 Plan: At this point the plan is in the final stages of preparation and Ed would be looking to have a Special Board Meeting on Thursday, October 5, 2006 for the Board to approve the plan. Ed will have copies for the Board to review, available the beginning of that week. Motion made, seconded and passed to approve Ed to advertise a meeting to approve the Act 537 Plan when it is ready. (J. Scheese, N. Pagano)

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Developers Agreement: The Oxford Sewer Development Group continues to work diligently towards beginning the treatment plant construction. The Group is examining very closely the design build concept where one firm would handle design, and construction of the facilities. Once either design-build or design, bid, construct method is selected, a meeting will be held to begin conceptualization of the project. Earlier in the month, Ed reported on the Wedgewood Road Drip Irrigation Project and the Martin Tract Spray Fields, which are also components of the Agreement and the various stages of progress each project is making. Ed continues to recommend the full support of each project by the Authority and will continue to work with the Group as they go through the municipal review process.

Future Disposal Fields: TCI has submitted the Soil and Hydrogeologic Evaluation for the Ross Property. We are now waiting for DEP to give its preliminary review.

National Incident Management System: At the PMAA meeting, all of the Authorities were made aware of the fact that sewer and water facilities are now subject to this and we must designate a first responder who will then have to take a test for certification. Ed intends to take the test for certification. Ed will recommend that in order for the Authority to be compliant, the Board will make a motion to designate him as the Authority's first responder and Ed will proceed as required by the law. Motion made, seconded and passed to approve Ed to pursue and complete all courses needed as required to be the OASA's First Responder for NIMS. (J. Scheese, B. Yeatman)

Brick Street Soils Testing: TCI has completed its work and a final submission is being readied for transmittal to DEP.

Storm Drain Channel Repair: ARRO is preparing to issue a contract for this work to be done at this time.

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

Acquisition of Property: Ed is currently reviewing drafts of all three agreements.

II. Developer Activity:

This section will only deal with those projects that are active, since many of the projects are currently on hold due to the consent order. As capacity becomes available, this list will expand to address activated projects.

A. Hickory Hills: Ed reported earlier in the month to the Board that the developer has submitted their Part II WQM Permit Application to the Authority for review.

C. Elkdale Green: Ed had previously told the Board that he is still in conversation with the developer regarding options.

D. Small Flow Treatment Plants: Unless the Board wishes to discuss this, Ed is still conducting the research for the information the Board requested at the July meeting. Ed intends to have an in depth report for the September Board Meeting.

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

III. Future Projects:

Hardware Acquisition: Ed previously handed out to the Board, a proposal for hardware and services for the Authority's new computer system. Ed continues to work on a request for proposal to obtain quotes from other vendors.

IV. Operations Report:

A. Oxford Borough Operations Report

Refer to attached report for details.

B. OASA Report

- 1. Operations Building Protection:** Duncan Restoration has completed the work of clean and re-staining the building.
- 2. 1994 Chevy Truck:** We have had two offers so far and Ed would like to wait a while longer because at least four others have stopped to look and inquired about the truck.
- 3. 8th Street Pump Station:** We have experienced another pump shaft break on the same pump as the shaft that broke last year at this time. It is currently out for repair. Ed spoke with ARRO and we are at least 3 months from having the rehabilitant specs ready for bid.

V. Administration Report:

A. Customer Correspondence: Nothing to report.

B. Resolutions: Nothing to report.

C. Personnel Issues: Nothing to report.

D. Executive Director's Activities:

Meeting at Kathy Gray's office

Meeting regarding development of the Coates Farm

Meeting with homeowner's association officers from Locksley Glen regarding Wedgewood Road Tract

Attended East Nottingham Township Supervisors meeting

Ed will be attending a two day seminar September 20 & 21, 2006 in Edwardsville, Kansas to learn about SBR's.

VI. Financial Report

A. Financial reports are in the Board Packets.

B. Septage: Billing for August was \$7,288 representing 94 loads accepted for a total of 258,500 gallons.

C. Peoples Bank has extended the note date to September 1, 2006.

LEGAL ITEMS:

Nothing.

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CORRESPONDENCE:

Nothing.

TREASURER'S REPORT/PRESENTATION OF BILLS:

General Fund Bills

Motion made, seconded and passed to pay bills in the amount of \$60,007.00. (J. Scheese, N. Pagano)

Revenue Requisitions

Motion made, seconded and passed for Revenue Requisition #96 in the amount of \$150,000 to replenish working capital. (F. Lobb, R. Cantarera)

Bond Redemption & Improvement Fund

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #74 in the amount of \$20,365.23 to ARRO Consulting, Inc. for professional services relative to the Ross Property, Act 537 Plan, 8th Street Pump Station and Osborne Lagoon. (F. Lobb, J. Scheese)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Requisition Request #75 in the amount of \$14,958.24 to URS Corporation for professional service relative to the Osborne Farm. (F. Lobb, J. Scheese)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #76 in the amount of \$379.00 to URS Corporation for Professional Service relative to the Osborne Farm. (F. Lobb, J. Scheese)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #77 in the amount of \$75.00 to Lloyd Sherton Termite and Pest Control for professional services relative to Termite inspection at Jubilee Road. (F. Lobb, J. Scheese)

Escrow Accounts

No Expenditures this month.

Capital Accounts

No expenditures this month.

OLD BUSINESS:

Motion made, seconded and passed to purchase a 2007 Dodge Grand Caravan for a dollar value of \$22,400 for the use of the Executive Director. (J. Scheese, N. Pagano)

NEW BUSINESS:

None.

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EXECUTIVE SESSION:

The Board recessed to Executive Session at 8:25 p.m. to discuss Real Estate acquisitions.
Reconvene to Regular Meeting at 8:40 p.m.

ADJOURNMENT:

Motion made, seconded and passed to adjourn at 8:40 p.m. (J. Scheese, N. Pagano)

Respectfully Submitted,

Donna M. Patrick, Recording Secretary

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