

OXFORD AREA SEWER AUTHORITY

APRIL 18, 2007

The meeting was called to order at 7:30 p.m. by Bob Yeatman, Chairman. The following Authority members were in attendance: Percy Reynolds, Robert Cantarera, Frank Lobb, Neil Pagano, Larry Bonam, Joe Scheese, Phillip Brenner. Also in attendance were Ed Lennex, Executive Director; Marcella Peyre-Ferry, Daily Local News; Kathleen Gray, Barley Snyder, Authority Solicitor; Jane Smeltzer, Fran Jackson, Jay Eaton, Rich Higgins, Arel Linde, Blair Fleischmann, Terri Dignazio, Deborah Trabne, Ruth Galantino, Lee Towner, Robert Meitz, JoJo Campbell, Douglas C. White and Melanie Hesse.

Pledge Allegiance and Moment of Silence.

Motion made, seconded and passed to approve the minutes March 21, 2007 as amended. Joe Scheese abstained. (N. Pagano, P. Reynolds)

AUDIENCE COMMENTS:

None.

SEWER OPERATIONS REPORT:

The average daily influent was (643,113) maximum day was (964,400); for a total of (19,936,510).
The average daily effluent was (729,318); maximum day was (1,001,000); for a total of (16,045,000).

Lagoon Levels:

Lagoon #1 - (1.7) deep

Lagoon #2 - (4.21) deep

Lagoon #3 - (9.40) deep

Pump Station Hours of Operations were:

6th Street - 234.8

Grant Street - 186.0

8th Street - 313.0

Q.1 - 3.7

Locust Street - 4.1

Locksley Glen - 85.7

Wiltshire - 144.2

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.

FINANCE AND BOND COMMITTEE REPORT:

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

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.

OXFORD AREA SEWER AUTHORITY

CHAIRMAN'S ITEMS:

No report.

DIRECTOR'S REPORT:

I. Ongoing Project Status Reports:

Consent Order - The Corrective Action Plan/Connection Management Plan (CAP/CMP) was completed and sent to DEP as part of the 2006 Chapter 94 Report. Ed sent each Board Member a copy of the CAP/CMP. Included with the Board packet at the meeting will be a copy of the Chapter 94 Report for respective municipalities. Based on the Chapter 94 Report and the construction of the Osborne Lagoon a schedule for the proposed release of capacity was requested.

Osborne Lagoon - The redesign was presented to DEP's Dam and Waterways Department on March 21. No word has been received to date on the submission.

Act 537 Plan: On Thursday, April 5, representatives from each municipality and representatives from the Authority met to discuss the remaining outstanding issues in order to finalize the Plan. The consensus of those present was that the Plan was ready but West Nottingham Township requested on final meeting with the Authority to discuss the remaining outstanding issues pertinent to them. On April 10, Ed met with the Supervisors and reached an agreement on some minor language additions to the Plan plus the addition of a new Table. This work has been completed and the final version of the Plan is ready for Public Comment. An Ad (which Ed has included in the Board packet) has been placed in the newspaper. The Public comment period will commence on April 19, 2007 and end May 19, 2007. Ed will be responding throughout this entire period to the comments as they come in. Once all comments have been responded to, Ed will forward copies to the Board and the municipalities along with the Resolutions that will need to be adopted in order to transmit the Plan to DEP.

Developers Agreement: No further work has transpired since the last meeting in early February.

Future Disposal Fields: A Citizen's Group represented by Mid-Atlantic Environmental Law Center has filed an appeal to the Conditional Use granted by Lower Oxford Township. Where the process goes from here, Ed is not sure yet. At this point, all parties will have to wait to see if the court determines that their case has merit. Ed also met on March 9 with Mary Ann Rossi and Dave Schlott to prepare for the Ross Farm conditional use request. We are only in the fact gathering stage at this point.

Pretreatment Regulations: Nothing to report at this time.

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

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

Emergency Action Plan: The final plan has been completed and ARRO has prepared the final submission based on the changes requested.

Acquisition of Property: The agreement has been signed. Work is now commencing on the building. At this point no firm date is yet available for when we can occupy the building.

OXFORD AREA SEWER AUTHORITY

Lincoln Village: Lower Oxford Township's engineer has prepared a Water Quality Management Part II Permit Application for the proposed sewerage of the Village which includes a pump station and force main connected to the treatment plant at Lincoln University. Ed has sent a copy of the plans and permit to Carroll Engineering for their review and comment.

II. Developer Activity:

Nothing to report at this time.

III. Operations Report:

A. OASA Operations Report:

Included in the packets is the flow data for the month of March.

Additional items of note:

- 3/5/07 - O.A. Newton replaced over hang pipes on pivots #1 & 3. The old ones had split.
- 3/6/07 - One of the aerators on lagoon #2 turned over due to ice and strong wind.
- 3/6/07 - Two of our employees attended a class concerning PA#1 calls and received credits that go towards license renewal.
- 3/8/07 - Had to remove the aerator from lagoon #3 due to a bad bearing. Took it and the one from #2 to Reel Motors for repair.
- 3/12/07 - Trimmed the trees around some of the buffer zones.
- 3/15/07 - M&S Services repaired the auto con panel on well house #3.
- 3/19/07 - Found that the influent flow meter is out of service, we are using the pump hour meters to calculate the flow. Parts are no longer available for this meter.
- 3/21/07 - Weeds, Inc. Sprayed around the lagoons and the fence at the plant.
- 3/26/07 - Cleaned wet wells at Brookside, Sixth St., Grant St., Eight St., Wiltshire and Twin Ponds.
- 3/28/07 - M&S Services took the electronic components of the influent flow meter to be evaluated.

Received 111 loads of septage in March for a total of 306,500 gallons with an average of 9,887 gallons per day.

Received 81 PA #1 calls. 11 were in conflict and required marking.

IV. Administration Report:

- A. **Customer Correspondence:** Nothing to report.
Resolutions: Nothing to report.
- C. **Personnel Issues:** Nothing to report.
- D. **Computer System:** Nothing to report.

OXFORD AREA SEWER AUTHORITY

E. Executive Director's Activities:

March 23, attended OMI meeting

April 5, meeting with municipalities for Act 537 Plan

April 5, meeting with Ron Bailey, West Chester Planning Commission regarding Act 537 Plan

April 10, meeting with West Nottingham Township Supervisors

V. Financial Report

A. Financial reports are in the Board Packets.

B. Septage: Billing for March was \$8,582.00 representing 111 loads accepted for a total of 306,500 gallons.

LEGAL ITEMS:

The agreement for the administration building has been signed.

CORRESPONDENCE:

Nothing.

TREASURER'S REPORT/PRESENTATION OF BILLS:

General Fund Bills

Motion made, seconded and passed to pay the monthly bills in the amount of \$50,094.06. (J. Scheese, N. Pagano)

Revenue Requisitions

Motion made, seconded and passed for Revenue Requisition #104 in the amount of \$11,000 to replenish working capital for the Payroll Account. (R. Cantarera, L. Bonam)

Bond Redemption & Improvement Fund

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #95 to OASA in the amount of \$10,000.00 for reimbursement to Operating Account for Acquisition of 14 S. 3rd Street (J. Scheese, N. Pagano)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #96 to ARRO in the amount of \$9,917.00 for the Osborne Lagoon Project. (J. Scheese, N. Pagano)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #97 to Harris in the amount of \$195.00 for the Advantage License. (J. Scheese, N. Pagano)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #98 to TCI in the amount of \$8,549.54 for professional services related to the Osborne Lagoon Project and the Ross Farm. (J. Scheese, N. Pagano)

Total Bond Redemption & Improvement Fund Requisitions: \$28,662.11

OXFORD AREA SEWER AUTHORITY

2006 Project Fund

Motion made, seconded and passed to pay 2006 Project Fund Requisition Request #17 to Conestoga-Rovers & Associates, Inc. in the amount of \$484.00 for professional services related to the Bog Turtle Clearance on the Osborne Lagoon (F. Lobb, L. Bonam)

Total 2006 Project Fund Requisitions: \$484.00

Escrow Accounts None.

Capital Accounts

No expenditures this month.

CORRESPONDENCE: None.

OLD BUSINESS:

Flow Metering Equipment - Motion made, seconded and passed to allow Ed to purchase the metering equipment from North East Technical Sales, Inc. at a total of \$3,895.00. (P. Reynolds, N. Pagano) Phil Brenner abstained from the vote.

NEW BUSINESS: None.

ADJOURNMENT:

Motion made, seconded and passed to adjourn at 8:22 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