

OXFORD AREA SEWER AUTHORITY

MAY 16, 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, Neil Pagano, Larry Bonam, Joe Scheese. Also in attendance were Ed Lennex, Executive Director; Marcella Peyre-Ferry, Daily Local News; Kathleen Gray, Barley Snyder, Authority Solicitor; Joel Brown and Blair Fleischmann.

Pledge Allegiance and Moment of Silence.

Motion made, seconded and passed to approve the minutes April 18, 2007 as amended. (P. Reynolds, J. Scheese)

AUDIENCE COMMENTS:

None.

SEWER OPERATIONS REPORT:

The average daily influent was (666,457) maximum day was (1,827,400); for a total of (19,993,720). The average daily effluent was (617,640); maximum day was (1,066,000); for a total of (15,441,000).

Lagoon Levels:

Lagoon #1 - (18.1') deep	Lagoon #2 - (15.8') deep	Lagoon #3 - (13.1') deep
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Pump Station Hours of Operations were:

6th Street - 229.0	Grant Street - 163.6	8th Street - 257.6
Q.1 - 2.8	Locust Street - 3.4	Locksley Glen - 81.4
Wiltshire - 124.6		

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.

CHAIRMAN'S ITEMS:

No report.

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DIRECTOR'S REPORT:

I. Ongoing Project Status Reports:

Consent Order - The Department of Environmental Protection has acknowledged in writing the receipt of the Chapter 94 Report and the *Corrective Management Plan/Corrective Action Plan*. The transmittal letter suggested changes that will need to be implemented with next years Chapter 94 Report. These are just simple format changes and they will be implemented with next year's report. While acknowledging receipt of the *CMP/CAP*, the letter stated that it would be addressed as a separate item at a later date. No further word on the *CMP/CAP* has been received as of the writing of this report.

Osborne Lagoon - No word has been received to date on the submission.

Act 537 Plan: The Public Comment Period is still open and will end May 19, 2007. To date, only one comment has been received and Ed has included a copy in the Board packets. Once Ed has allowed for all possible mail to be delivered with a May 19th postmark, he will respond to them and send copies of the comments received and his replies to the Board and all of the member municipalities. Along with that transmittal, Ed will be sending the Resolution each municipality will need to pass and requesting a date that they feel this resolution will be on their agenda and Ed is planning to attend these meetings.

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

Future Disposal Fields: A citizens 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 have to wait to see if the court determines that their case has merit. Mary Ann Rossi, the Authority's Consultants and Ed continue to work on preparing for the Conditional Use Request for the Ross farm. The Bog Turtle survey has detected three potential sites, two of which are on the farm and the third is on an adjacent farm. We are currently working with U.S. Fish and Wild Life Service and the PA Fish and Boating Commission to address the necessary precautions that may need to be implemented to protect these areas. They do not appear to present any prohibition from using the property for spray irrigation but Ed will have more information on this at the meeting. Until we have concluded the issue, we will be delaying our Conditional Use Request. Motion made, seconded and passed to accept the proposal from Conestoga Rovers & Associates for \$13,200 for the Bog Turtle Survey and Report. (P. Reynolds, J. Scheese)

Pretreatment Regulations: Ed has received a preliminary draft of the Rettew Engineering's suggested changes to the Authority's Rules and Regulations and Ed is currently reviewing them. Once Ed has completed his review and made any changes, he will send them to Barley, Snyder for their review and comment. Once Ed has received their comments back, he will forward to the Board, the finalized draft and prepare the appropriate resolution for their adoption. Ed would anticipate having this completed by the July Board meeting.

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.

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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.

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 April 2007.

Additional items of note:

- 4-2-07 filled in ruts and holes in the spray fields and raked and seeded the areas also.
- 4-4-07 replaced the front tires on the tractor.
- 4-5-07 greased and checked the tire pressure on all of the pivots.
- 4-10-07 cleared the force main right of way on the Moran Farm.
- 4-11-07 cleared the gravity right of way from Grant Street Pump house to Twin Ponds.
- 4-12-07 Eckman Tire Service replaced a bad tire on Pivot #1.
- 4-12-07 The County GIS Department delivered the maps of the manholes.
- 4-17-07 M&S Services installed soft start controls on the pumps at 8th St. Pumping Station.
- 4-23-07 Started collecting soil samples from all of the spray fields to send to Penn State to see if we need to apply fertilizer.

Received 150 loads of septage in March for a total of 403,500 gallons with an average of 13,433 gallon per day.

Received 89 PA #1 calls, 10 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.

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E. Executive Director's Activities:

April 19, meeting with Insurance agent for annual facilities inspection.

April 27, field trip to observe centrifuge operation at Warminster, PA treatment plants.

May 1, made presentation at annual Oxford Chamber of Commerce luncheon.

May 4, met with Rettew Engineering to receive and discuss the Pretreatment Regulations draft changes.

May 10, met with Engineers and Developer for the Country Hills Development.

V. Financial Report

A. Financial reports are in the Board Packets.

B. Septage: Billing for March was \$11,284.00 representing 150 loads accepted for a total of 403,000 gallons.

LEGAL ITEMS:

Motion made, seconded and passed to adopt Resolution #07-05-001, Chapter 3, Section 1 of the Rules and Regulations of the Oxford Area Sewer Authority changes. (J. Scheese, N. Pagano)

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 \$37,535.49. (J. Scheese, L. Bonam)

Revenue Requisitions

Motion made, seconded and passed for Revenue Requisition #105 in the amount of \$25,000 to replenish working capital for the Payroll Account. (N. Pagano, J. Scheese)

Motion made, seconded and passed for Revenue Requisition #106 in the amount of \$60,000 to replenish working capital for the Operating Account. (N. Pagano, J. Scheese)

Motion made, seconded and passed for Revenue Requisition #107 in the amount of \$150,000 to transfer to Bond Redemption and Improvement Fund. (N. Pagano, J. Scheese)

Bond Redemption & Improvement Fund

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #99 to Thomas G. Keyes, Inc. in the amount of \$3,321.06 for Professional Services to install monitor wells. (R. Cantarera, J. Scheese)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #100 to TCI in the amount of \$3,242.15 for the Osborne Lagoon Project, Monitor Well, Ross and Brick Spray Field Investigation. (R. Cantarera, J. Scheese)

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Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #101 to ARRO Consulting in the amount of \$7,960.40 for the Act 537 and Osborne Lagoon. (R. Cantarera, J. Scheese)

Total Bond Redemption & Improvement Fund Requisitions: \$14,523.61

2006 Project Fund

Motion made, seconded and passed to pay 2006 Project Fund Requisition Request #18 to Conestoga-Rovers & Associates, Inc. in the amount of \$92.00 for professional services related to the Oxford-Ross Farm Bog Turtle Habitat. (F. Lobb, N. Pagano)

Motion made, seconded and passed to pay 2006 Project Fund Requisition Request #19 to MacElree Harvey Ltd. in the amount of \$910.00 for professional services related to the Ross Farm. (F. Lobb, N. Pagano)

Motion made, seconded and passed to pay 2006 Project Fund Requisition Request #20 to Barley Snyder in the amount of \$565.00 for professional services related to the Administrative Building. (F. Lobb, N. Pagano)

Motion made, seconded and passed to pay 2006 Project Fund Requisition Request #21 to TCI in the amount of \$3,560.16 for professional services related to the Ross Farm. (F. Lobb, N. Pagano)

Total 2006 Project Fund Requisitions: \$5,127.16

Escrow Accounts None.

Capital Accounts

No expenditures this month.

CORRESPONDENCE: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

ADJOURNMENT:

Motion made, seconded and passed to adjourn.

Respectfully Submitted,

Donna M. Patrick, Recording Secretary

CC: Authority Members
Kathleen Gray, Solicitor
Ed Lennex, Executive Director

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John Highby/Don Lavine, Engineer
Betsy Brantner, Borough Manager
Townships & Borough