

OXFORD AREA SEWER AUTHORITY  
June 18, 2008

Chairman, Bob Yeatman, called the meeting to order at 7:30 p.m. The following Authority Members were in attendance: Robert Cantarera, Neil Pagano, Percy Reynolds, Joe Scheese, Phillip Brenner. Also in attendance were Edward Lennex, Executive Director; Kathleen Gray, Esquire, Barley, Snyder; Michele Braas, Consulting Engineer, T. Dignazio, Blair Fleischmann and Joel Brown.

Pledge Allegiance and Moment of Silence.

Motion made, seconded and passed to approve the May 21, 2008 minutes as amended. (J. Scheese, P. Brenner) (P. Reynolds & N. Pagano abstained)

***TREASURER'S ITEMS:***

***General Fund Bills:***

Motion made, seconded and passed to pay the prepaid bills in the amount of \$5,031.16 and the monthly bills in the amount of \$47,483.92. (N. Pagano, P. Reynolds)

***Revenue Requisitions:***

None.

***Bond Redemption & Improvement Fund:***

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #143 to TCI (Invoice #0608-1061) in the amount of \$3,493.44 for professional services related to Ross spray Site - continued on the Final Site Analysis Work regarding the Ross spray Site Computer Modeling using additional Groundwater Data. Collecting Additional Groundwater Level Measurements for mounding analysis, review of Revised Ross Area B Area due to the Conditional Use Conditions agreed to by the Authority. (N. Pagano, P. Reynolds)

***Total Bond Redemption & Improvement Fund Requisitions: \$3,493.44.***

***Escrow Accounts*** – Payment to ARRO Consulting Inc. in the amount of \$822.50 for professional services regarding Meadowview Estates.

***Total Escrow Checks: \$822.50***

***Public Comment Period*** - No one asked to make any comments.

Action Items:

***Proposal for Services*** - Rettew Engineering - For professional services relative to preparing to submit for funding assistance. Motion made, seconded and passed to approve the proposal for Funding Assistance. (N. Pagano, J. Scheese)

***Proposal for Services*** - Rettew Engineering - for Professional services relative to finalizing the revised Industrial Waste Regulations. This is for the Headworks Analysis to establish local limits. Motion made, seconded and passed to approve the proposal for the Headworks Analysis. (N. Pagano, J. Scheese)

***Request for Rettew Engineering*** - to prepare a Scope of Services and a proposal for Professional Services to conduct an analysis of the spray field operations specifically the Brick and Lincoln Street fixed nozzle fields. The board of Directors gave permission for Ed to have Rettew prepare the Scope of Services.

**APPEARANCES:**

None.

**SEWER OPERATIONS REPORT:**

The average daily influent was 512,652 with a maximum day of 606,600 for a total of 15,892,200.

The average daily effluent was 735,960 with a maximum day of 1,385,000 for a total of 18,399,000.

***Lagoon Levels:*** #1 = 16.4", #2 = 14.0', #3 = 16.7'

***Pump Station Hours of Operation were:***

6<sup>th</sup> Street = 236.9

Grant Street = 135.0

8<sup>th</sup> Street = 270.9

Q1 = 1.3

Locust Street = 4.1

Locksley Glen = 88.1

Wiltshire = 95.9

**FACILITY EXPANSION COMMITTEE REPORT:** None. Has met and will be reported on later in the meeting.

**OPERATIONS MANAGEMENT COMMITTEE REPORT:** None. Has not met.

**FINANCE AND BOND COMMITTEE REPORT:** None. Has not met.

**PERSONNEL COMMITTEE REPORT:** None. Has not met.

**PENSION COMMITTEE REPORT:** None. Has not met.

**CHAIRMAN'S ITEMS:** None.

**DIRECTOR'S REPORT:**

**1. Ongoing project status reports**

**Consent Order:** There has been no further communication from DEP since the April 28<sup>th</sup> meeting.

**Osborne Lagoon:** There has been no further communication on any front with this project.

**Act 537 Plan:** On June 12, 2008, the Facilities Expansion Committee and the Municipal Workgroup met for an update and presentation by the Executive Director on the status of the response to DEP's comments on the Act 537 Plan. The update consisted of a review of the letter sent by Kelly Sweeney of DEP regarding questions OASA and the municipalities had regarding the comment letter. The Executive Director also related the content and discussion he and Michele Braas had at the April 28<sup>th</sup> meeting with DEP. The presentation consisted of distribution and explanation of the response format that DEP has requested and how the Authority was going to meet the needs as determined by the municipalities and when they could expect capacity to be available for these EDUs. The outcome of the meeting was that the Executive Director was going to prepare for each individual municipality two (2) templates for providing responses to Sections I-VII and the Public Comment sections. Also to be provided was an individual municipality redistribution of the EDUs they have determined they need but now done according to capacity availability, and chronological availability. Michele is preparing a Task Specific Report for each municipality on what material they will need to supply OASA as we can proceed with the overall response to DEP.

**Developers Agreement:** Nothing to report at this time.

**Future Disposal Fields:** The letter was sent to the Ross's formally requesting the six (6) month extension for the agreement. Barley, Snyder continues to work on preparation of the access road agreement with the neighboring property owner.

**Pretreatment Regulations:** Included with your packet is a Professional Service Agreement with Rettew Engineering to perform a Headworks Analysis. This work will develop and establish the local limits for the treatment facilities. These local limits will be used when reviewing any new or existing connection that will become

subject to the Authority's Industrial Waste Regulations. Once the analysis work is complete, the entire amendments to our Industrial Waste Regulations will be presented to the Board for their consideration and adoption.

**PP&L Gas Line:** Based upon the Board's request, Ed met with representatives of PP&L Gas and they have agreed to grant the Authority a free connection to the gas line when we may require it in the future. Due to restrictions placed on the Industry by the Public Utility Commission, they cannot give the Authority free gas. Therefore, based on the approval by the Board at the May meeting, Ed will sign and grant the Right-Of-Way. Motion made, seconded and passed for Ed to sign the Right-Of-Way. (N. Pagano, J. Scheese)

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

**Emergency Action Plan:** Nothing to report at this time.

**Acquisition of Property:** Nothing to report at this time.

**Lincoln Village:** Lower Oxford Township has begun construction of the force main and pump station portion of this project.

## II. *Developer Activity*

**Elkdale Green:** Ed has been contacted by Ms. Jane Shields to set up a meeting with her, the developer and his technical representatives to discuss the content of the Authority's letter regarding an agreement. The meeting has been set for Thursday, June 26<sup>th</sup>, at the OASA office. Kathy Gray and Michele Braas will also be attending.

## III. *Operations Report*

### ***-OASA Operations Report:***

5/1/08 - found the block heater not working on the generator at Brookside, Onan replaced it.

5/5/08 - sent pump #1 from the 8<sup>th</sup> Street Pumping Station to Deltronics for repair. Asked for a price quote for a new volute also.

5/6/08 - got the soils samples back and all the fields need potash about 180 lbs. per acre. Called for a price from Cochranville Ago Services. They said it would be about \$100 per acre, today, but wouldn't guarantee that price through out the summer.

5/7/08 - two attended a class given by Penn State to get credits towards license renewal as required by DEP.

5/13/08 - the 1<sup>st</sup> cutting of hay was started at the Osborne Farm.

5/15/08 - repaired a manhole on Broad Street.

5/16/08 - impeller came off of aerator #1, luckily we were able to retrieve

it and put it back on.

5/20/08 - pulled both tank pumps to remove blockages and found the Impellers were badly worn so we ordered replacements from M&S Services. We will change them ourselves.

5/21/08 - McGoverns cleaned out holding tanks. We repaired broke airlines in Tank #1.

5/21/08 - had mulch delivered to the plant, Locksley Glen and Twin Ponds.

5/22/08 - Quality Control labs started the 2<sup>nd</sup> quarter monitoring well samples.

Received 147 loads of septage in May for a total of 427,000 gallons for an average of 13,774 gallons per day.

Received 90 PA #1 calls, three of which were in conflict and needed to be marked.

Currently have 19 days of storage.

#### **IV. Administration Report:**

**Customer Correspondence:** Nothing to report.

**Personnel Issues: Employee Handbook:** Nothing to report.

**Computer System:** Nothing to report.

**Office Furniture:** Nothing to report.

#### **Executive Directors Activities:**

May 27, meeting with representatives of Cheek/Miller Subdivision

June 10 meeting with Michele Braas

June 12, Act 527 Plan Workgroup meeting

#### **V. Financial Report:**

A. Financial reports are included in the Board packets.

B. Septage Billing for May was \$12,026.00 representing 147 loads accepted for a total of 427,000 gallons.

Motion made, seconded and passed to approve the Director's Report. (N. Pagano, J. Scheese)

**RESOLUTIONS:** None.

**LEGAL ITEMS:** None.

***CORRESPONDENCE:*** None.

***OLD BUSINESS:*** None.

***PUBLIC COMMENT:*** No comments.

***NEW BUSINESS:*** The PMAA is September 7 - 10, 2008. Ed will be attending, but not staying overnight since this is held in Hershey. Motion made, seconded and passed to make Ed the Voting Delegate. (J. Scheese, P. Brenner.

***ADJOURN:*** Motion made, seconded and passed to adjourn the meeting at 8:26 p.m. (N. Pagano, J. Scheese)

Respectfully Submitted,

Donna M. Patrick, Recording Secretary

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