

OXFORD AREA SEWER AUTHORITY

March 26, 2008

Chairman, Bob Yeatman, called the meeting to order at 7:30 p.m. The following Authority Members were in attendance: Robert Miller, Robert Cantarera, Frank Lobb, Joe Scheese. Also in attendance were Edward Lennex, Executive Director; T. Dignazio and Michele Braas, Rettew Engineering.

Pledge Allegiance and Moment of Silence.

Motion made, seconded and passed to approve the February 20, 2008 minutes as amended. To include that J. Scheese did not vote for approval of the January 16, 2008 minutes. (J. Scheese, F. Lobb)

AUDIENCE COMMENTS:

None.

SEWER OPERATIONS REPORT:

The average daily influent was 539,390 with a maximum day of 953,900 for a total of 15,642,300. The average daily effluent was 482,118 with a maximum day of 751,000 for a total of 8,196,000.

Lagoon Levels: #1 = 18.3", #2 = 15.2', #3 = 17.8'

Pump Station Hours of Operation were:

6th Street = 227.4

Grant Street = 158.2

8th Street = 218.1

Q1 = 2.0

Locust Street = 3.5

Locksley Glen = 81.6

Wiltshire = 101.0

FACILITY EXPANSION COMMITTEE REPORT: None. Has not met.

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.

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DIRECTOR'S REPORT:

1. Ongoing project status reports

Consent Order: An update to the Corrective Action Plan/Connection Management Plan (CAP/CMP) is being submitted with the 2007 Chapter 94 Report which is in the final stages of preparation. With the schedule for the start of construction on the Osborne Lagoon firming up, the Authority will be in position to request an additional release of available capacity. For the second straight year, the Authority has been able to store the winter flow within the storage lagoons and has been required to stream discharge. Average annual flow into the plant was 541,000 a decrease from 2006. While a strong case could be made questioning the need for additional storage, the ability to adequately store winter flows should demonstrate to DEP that additional capacity should be released for new connections.

Osborne Lagoon: OSAFIELD is making preparations to begin construction

on the Osborne Lagoon. At this point, construction is estimated to being sometime in June. Final bids are being received and once the low bidder is determined a contract can be awarded.

Act 537 Plan: Ed had the opportunity to meet with East Nottingham Township and the Chester County Health Department. Both meetings went well and the final list of questions has been prepared for submission to DEP. Ed has included a copy of a letter in the packets that he will be submitting to DEP for clarification of issues raised in their letter. At this point each municipality is working on the issues we have agreed upon that they should respond to. Once Michele and Ed have had the opportunity to meet with DEP, Ed will schedule another meeting of the Facilities Expansion Committee and the member municipalities' representatives to go over DEP's responses and to formulate a schedule for completion of our response.

DEP - Consent Assessment of Civil Penalty: Charles Haws and Ed

have reached a final agreement with DEP on the final amount of the Consent Assessment fine and payment terms. At this point, we have not received DEP's final agreement letter but Ed should have it by the Board Meeting. The terms are a \$70,000 fine with payment over three (3) years with one due at signing and then one on each anniversary date over the next two (2) years. Ed would recommend that the Authority accept this offer. Motion made, seconded and passed to accept the negotiated settlement with DEP for the Consent Assessment of Civil Penalty. (J. Scheese, R. Cantarera)

Developers Agreement: No further action.

Future Disposal Fields: With the period for those parties who were deemed to have party status having expired, and no challenges being raised, Ed is working with ARRO to finalize the planning module for submission of the final plans for planning approval and submission to DEP. Along with the planning module and progress on the Osborne Lagoon construction timetable,

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we will also be finalizing the Part II Water Quality amendment request for the re-rating of the treatment lagoon to 772,000 gallons per day. Ed anticipates we will be ready for planning submission sometime in May.

Pretreatment Regulations: Rettew is finalizing the changes to the Authority's Industrial Waste Regulations and will have them ready for the April meeting.

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

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 received final approval of the bid contracts to begin the project.

II. ***Developer Activity:*** Nothing.

III. ***Operations Report-OASA Operations Report:***

2/5/08 - replaced 3 broken ball valves in Zones 1 & 1A.

2/6/08 - attended a Health & Safety class at West Grove, given by Penn State.

2/8/08 - installed a new check valve and replaced a bad float at the influent lift station.

2/14 & 2/15/08 - filled in holes in the wheel tracks at the Osborne Farm.

2/19/08 - took a flow meter off of Pivot #4 and sent it to the McCrometer for repair.

2/19/08 - had 2 loads of stone delivered to the Osborne Farm for road repair.

2/25/08 - rented a chipper to grind up dead trees and limbs in the buffer zones.

Received 107 loads of septage in February for a total of 307,000 gallons, for an average of 10,586 gallons per day.

Received 73 PA#1 calls in February. 6 were in conflict and required marking. We have noticed after a recent storm that a couple trees behind the 6th Street Pump Station are leaning towards the pump house. Currently have 13 days of storage.

IV. ***Administration Report:***

A. **Customer Correspondence:** None.

B. **Personnel Issues:** Ed has included in the packets, a copy of the letter and rebate check of \$3,046.52 the Authority received from our Worker's Compensation insurance program because of their Excellent performance.

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C. **Computer System:** None.

D. **Consulting Engineer:**

A) Professional Service Agreements

E. **Executive Directors Activities:**

March 3, meeting with Chester County Health Department

March 5, meeting with TCI to receive and review Brick Street
Spray Fields Hydro and Geo report.

March 5, meeting with Carroll Engineering

March 6, meeting on Act 537 Plan with East Nottingham Township
Supervisors

March 11, meeting with OMI

March 12, meeting with Spence Andress & Wilmer Hostetter to
discuss Reserves of Dunlop Project

March 25, inspection walkthrough of Country Hill Pump Station

V. **Financial Report:**

A. Financial reports are included in the Board packets.

B. Septage Billing for February was \$8,624 representing 107 loads accepted
for a total of 307,000 gallons.

Motion made, seconded and passed to approve the Executive Director's Report. (R.
Cantarera, J. Scheese)

RESOLUTIONS: None.

LEGAL ITEMS: Draft Policy with Respect to Public Participation at Authority Board
Meetings was presented for review by the Board. Tabled until next meeting.

CORRESPONDENCE: None.

TREASURER'S ITEMS:

General Fund Bills:

Motion made, seconded and passed to pay the bills including the prepaid bills in the amount
of \$27,674.83 and the monthly bills in the amount of \$115,752.74 (J. Scheese, F. Lobb)

Revenue Requisitions:

Motion made, seconded and passed for Revenue Requisition #125 in the amount of \$35,000
to replenish working capital for Payroll Account. (J. Scheese, F. Lobb)

Motion made, seconded and passed for Revenue Requisition #126 in the amount of \$25,000
to replenish working capital for BRI. (J. Scheese, F. Lobb)

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Bond Redemption & Improvement Fund:

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #134 to ARRO Consultants in the amount of \$5,614.25 for professional services. (F. Lobb, J. Scheese)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #135 to MacElree Harvey in the amount of \$400 for professional services regarding the Conditional Use Hearing. (F. Lobb, J. Scheese)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #136 to TCI in the amount of \$4,157.88 for professional services. (F. Lobb, J. Scheese)

Motion made, seconded and passed to pay the Bond Redemption & Improvement Fund Requisition #137 to Barley Snyder in the amount of \$560 for professional services. (F. Lobb, J. Scheese)

Total Bond Redemption & Improvement Fund Requisitions: \$10,732.13

2006 Project Fund:

Total 2006 Project Fund Requisitions: \$0.00

Escrow Accounts:

Nothing.

Total Escrow Checks: \$0

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: None.

ADJOURN: Motion made, seconded and passed to adjourn the meeting. (J. Scheese, R. Miller)

Respectfully Submitted,

Donna M. Patrick, Recording Secretary

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