

OXFORD AREA SEWER AUTHORITY
Board Meeting Minutes of
June 17, 2015

Chairman, Percy Reynolds called the meeting to order at 7:30 p.m. The following Authority Members were in attendance: Robert Yeatman, Patrick Hughes, Joe Scheese, Geoff Williams, John Schiable, and Richard Hannum. Also in attendance were Edward Lennex, Executive Director, Dennis Hammaker, Charles Myers, Rettew0 and Joel Brown.

Pledge of Allegiance was said and a Moment of Silence was observed.

Chairman, Percy Reynolds welcomed Rich Hannum as the newest Board member of the Oxford Area Sewer Authority, representing the Borough of Oxford.

Motion made, seconded and passed to approve the agenda of June 17, 2015 as written. (P. Hughes, J. Scheese)

Motion made, seconded and passed to move in to Executive Session to discuss litigation. (J. Scheese, P. Hughes) Motion made, seconded and passed to reconvene to the regular board meeting. (J. Scheese, P. Hughes) Motion made, seconded and passed to have the Executive Director write a letter to Rettew to issue a Change Order Request removing the \$50,000 and \$200,000 in settle agreement. (J. Scheese, G. Williams) Motion made, seconded and passed to accept a Public Meeting with Pact Two provided with 1 weeks notice with all materials and documentation up for discussion and an agenda and authorize the Authority's Attorney to respond to Pact Two's attorney with this information. (J. Scheese, G. Williams) Motion made, seconded and passed to authorize the Chairman to generate a 10 day termination with Pact Two and reject all change orders. (J. Scheese, G. Williams) Motion made, seconded and passed for Percy Reynolds to sign a letter indicating OASA does not agree with final completion and that all future communications after 10 day period, and not to pay the \$200,000, will be handled through the Solicitor. (J. Scheese, G. Williams) Motion made, seconded and passed for Percy Reynolds to sign the 11 items on the list of partial substantial completion.(J. Scheese, G. Williams)

Motion made, seconded and passed to approve the minutes of May 20, 2015 as amended. (J. Scheese, G. Williams)

Public Comment Period: No one asked to speak at this point.

A. Action Items:

1. Resolution 15-06-001 – Resolution to Replace Covenants in Current Trust Indenture. Motion made, seconded and passed to approve Resolution 15-06-001. (J. Scheese, P. Hughes)

2. Resolution 15-06-002 – Resolution Terminating Lease Purchase Agreement for the Ross Property. Motion made, seconded and passed to approve Resolution 15-06-002. (J. Scheese, P. Hughes)
3. Resolution 15-06-003 – Resolution Condemning the Ross Property for Taking. Motion made, seconded and passed to approve Resolution 15-06-003. (J. Scheese, G. Williams)
4. Pact Two LLC Final Completion – Treatment Plant Project

B. Appearances: None

TREASURER’S ITEMS:

General Fund Bills:

Motion made, seconded and passed to pay the prepaid bills in the amount of \$16,473.83 and the monthly bills in the amount of \$18,935.51. (P. Hughes, J. Scheese)

Revenue Requisitions:

Motion made, seconded and passed to approve Revenue Requisition #375 in the amount of \$40,000.00 to transfer to the Payroll Account. (P. Hughes, J. Scheese)

Motion made, seconded and passed to approve Revenue Requisition #376 in the amount of \$17,000.00 to transfer to the Operating Account. (P. Hughes, J. Scheese)

Bond Redemption & Improvement Fund:

Total Bond Redemption & Improvement Fund Requisitions: \$0.00

Escrow Accounts

None.

Total Escrow Checks: \$0.00

Draw Requests from Subordinated Sewer Revenue Note Series of 2011

Motion made, seconded and passed to approve Draw Request #210 from the Subordinated Sewer Revenue Note Series of 2011 to Brendan Stanton, Inc. in the amount of \$30,833.90 and PACT Two in the amount of \$536,894.14 for work for the WWTP. (P. Hughes, J. Scheese)

Motion made, seconded and passed to approve Draw Request #211 from the Subordinated Sewer Revenue Note Series of 2011 to Oxford Area Sewer Authority in the amount of \$49,836.60 for work for the WWTP. (P. Hughes, J. Scheese)

Motion made, seconded and passed to approve Draw Request #212 from the Subordinated Sewer Revenue Note Series of 2011 to Rettew Associates, Inc. in the amount of \$95,338.05 for work for the WWTP. (P. Hughes, J. Scheese)

Total Draw Requests from the Subordinated Sewer Revenue Note Series of 2011 \$712,902.69 .

Motion made, seconded and passed to have R. Hannum assume the duties as Treasurer. (J. Scheese, P. Hughes)

Motion made, seconded and passed to approve the Treasurer's Report of June 17, 2015. (P. Hughes, J. Scheese)

FACILITY EXPANSION COMMITTEE REPORT: None. Has not met.

ON-LOT SEWAGE FACILITIES MANAGEMENT COMMITTEE: None. Has not met.

OPERATIONS MANAGEMENT COMMITTEE REPORT: None. Has not met.

FINANCE & BOND COMMITTEE REPORT: None. Has not met.

BUDGET COMMITTEE REPORT: Handled under Resolutions.

PERSONNEL COMMITTEE REPORT: None. Has not met.

PENSION COMMITTEE REPORT: None. Has not met.

CHAIRMAN'S ITEMS: Percy states that Scott Moran, the Inspector at the Plant noted to Percy that the Resident Engineer at that Plant is very diligent at his job.

CONTRACT AWARDS: None.

DIRECTOR'S ITEMS:

1. **Ongoing Project status reports**

A. New Treatment Plant: While there will be much discussion with respect to the project at the Board meeting, Ed will provide a brief update on the project itself. At the present time, the new influent pump station is working with sewage flow that is now permanently flowing through the station. The Headworks Building is complete and functioning as it was designed. The Operations Building while it is complete and the Lab is up and functioning, the Office and SCADA Control System are still not complete. The treatment basin is functioning, we are experiencing issues within the process system itself that

Dutchland is working on. We are experiencing operational problems maintaining proper ph through the system and are adding chemical to raise but this remains an issue. While the dewatering building is complete, none of the sludge processing equipment has been tested or proven to operate properly. It will not be until atleast mid next week before we will have suitably stabilized sludge to be able to begin polymer testing and probably the week after before we can test and produce cake. The UV and effluent pumps are working as designed and we are currently discharging to Lagoon #1 until we can determine if the plant will operate in accordance with the new permit PADEP will issue. We have the final draft of the permit from PADEP and are comfortable with what it contains. Ed would anticipate by early July we would be able to go fully on line and begin operating under the new permit with a rating of 920,000 GPD. Ed has included in the packet two letters for review and discussion at the meeting.

- B. Pump Stations:** Nothing to report at this time.
- C. Future Disposal Fields:** Nothing to report.
- D. Pretreatment Regulations:** Nothing to report.
- E. 12" Effluent Forcemain Replacement Feasibility Study:** Rettew has provided Ed with a preliminary design of the forcemain location but to this point he has not had the time to extensively review and comment back to them.
- F. Municipal On-Lot Septage Management:** Nothing to report at this time.
- G. Grant Funding:** Nothing to report at this time.
- H. P3 Tower, LLC –** Both P3 and Ed continue to work on finalizing the site location issues and to comply with the requirements of East Nottingham Township.
- I. NRWA Rural Water Loan Fund:** Kathy Orcutt and Ed are working on the application.
- J. Ross Spray Fields:** Rick Eshelman and Ed met with Marvel's Landscaping to discuss the tree screening issue at the site. Mr. Marvel stated that based upon the size of tree and improper planting technique use by Pact Two, the trees would never have grown. He is currently preparing a quote and full description of what he would propose to do to replace the screening and

maintain it until properly established. We will use his quote and proposal to address the issue with Pact Two. He has stated though that it would not be recommended to do the replacement work until October when the climate is better suited for the screening to be planted. Once Ed has received his proposal, he will send it to the Board and to the Township Supervisors for their consideration and comment.

II. Developer Activity – None.

III. Operations Report: None.

IV. Administration Report:

A. Customer Correspondence – None.

B. Resolutions –

- Resolution 15-06-001
- Resolution 15-06-002
- Resolution 15-06-003

On the Agenda for consideration is Resolution 15-06-001 which would institute operating and financial covenants and practices that need to be incorporated into the Authority's operating practices to replace the Trust Indenture Covenants that will no longer be in place when the current bonds are paid off. By adopting this resolution, the Board will be positioning the Authority for the future if additional borrowing would need to take place.

C. Personnel Issues – None.

D. Consulting Engineer – Included in the Board Packet.

E. Rules and Regulations

V. Financial

A. Year to date income expense report will be available at your seat.

B. Septage: Billing for May was \$15,072.00 representing 117 loads accepted for a total of \$308,000.00.

Operations Management Report: The average daily influent were 533,512 with a maximum day of 576,899 for a total of 16,005,3564.

The average daily effluent was 504,214 with a maximum day of 604,214 for a total of 16,918,000.

Lagoon Levels: #1 – 18'3" #2 – 23' #3 – 26'8"
Osborne – 11'4'

Pump Station Hours of Operation were:

6th Street = 268.0 Grant Street = 167.0 8th Street = 251.3
Q1 = 0.0 Locust Street = 4.8 Locksley Glen = 90.3
Wiltshire = 154.9

OASA Operations Report:

5/5/15 – Had a local welder make up a trench cover for the new plant head works building.
5/15/15 – Had fertilizer applied to Zones 2 & 3 after the 1st cutting of hay was taken off.
5/18/15 – Had Dolinger Electric install a new motor starter for one of the pumps at 6th Street Pumping Station.
5/19/15 – Had Zones 1, 1A, 2 & 3 aerated after the hay was removed.
5/20/15 – Had fertilizer applied to Zones 1 & 1A.
5/28/15 – Had the spray fields at the Osborne Farm aerated and applied fertilizer on them also.
Storage days remaining is 53.97.

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

RESOLUTIONS:

None.

LEGAL ITEMS:

None.

CORRESPONDENCE: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

PUBLIC COMMENT: None.

Non-Agenda Items – None.

ADJOURN: Motion made, seconded and passed to adjourn.

Respectfully Submitted,

Donna M. Patrick
Recording Secretary