

OXFORD AREA SEWER AUTHORITY
Board Meeting Minutes of
May 20, 2015

Chairman, Percy Reynolds called the meeting to order at 7:30 p.m. The following Authority Members were in attendance: Robert Yeatman, Ron Kepler, Philip Brenner, Patrick Hughes, Joe Scheese, and John Schiable. Also in attendance were Edward Lennex, Executive Director, Michele Braas, Rettew, Joel Brown, James Pierson and Christina Watters.

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

Motion made, seconded and passed to approve the agenda of May 20, 2015 as written. (J. Scheese, R. Yeatman)

Motion made, seconded and passed to approve the minutes of April 15, 2015 as amended. (J. Scheese, P. Hughes)

Motion made, seconded and passed to approve the minutes of the May 4, 2015 Special Board Meeting. (R. Yeatman, J. Scheese) 2 abstained

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

A. Action Items:

1. Letter from Board of Directors denying payment to PACT Two, LLC of the \$50,000 Settlement Agreement amount for Substantial Completion based on 'flow established, with control' criteria not being met by the agreed upon April 30, 2015 date. Motion made, seconded and passed allowing Ed to send the letter. (J. Scheese, P. Hughes)

B. Appearances: None

TREASURER'S ITEMS:

General Fund Bills:

Motion made, seconded and passed to pay the prepaid bills in the amount of \$26,445.98 and the monthly bills in the amount of \$108,568.01. (P. Brenner, P. Hughes)

Revenue Requisitions:

Motion made, seconded and passed to approve Revenue Requisition #372 in the amount of \$226,260.84 to transfer to the Bond Redemption and Improvement Fund. (P. Brenner, P. Hughes)

Motion made, seconded and passed to approve Revenue Requisition #373 in the amount of \$110,000.00 to transfer to the Operating Account. (P. Brenner, P. Hughes)

Motion made, seconded and passed to approve Revenue Requisition #374 in the amount of \$40,000.00 to transfer to the Payroll Account. (P. Brenner, P. Hughes)

Approval of Bond Redemption & Improvement Fund #378 to PACT Two based on approval and signature of the Letter to Henrik Maxian dated May 20, 2015 and Approval of the USDA.

Bond Redemption & Improvement Fund:

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition Request #374 to Samuel L. Ross in the amount of \$6,190.43 for June 2015 Rent. (P. Brenner, J. Scheese)

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition Request #375 to Barbara H. Ross in the amount of \$13,070.41 for June 2015 Rent. (P. Brenner, J. Scheese)

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition Request #376 to Brendan Stanton Inc. in the amount of \$50,672.00. (P. Brenner, J. Scheese)

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition Request #377 to W. C. Eshenaur & Sons in the amount of \$7,395.34. (P. Brenner, J. Scheese)

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition Request #378 to PACT Two in the amount of \$244,214.55. (P. Brenner, J. Scheese)

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition Request #379 to Rettew in the amount of \$43,474.09. (P. Brenner, J. Scheese)

Motion made, seconded and passed to pay Bond Redemption & Improvement Fund Requisition Request #380 to C. R. Construction in the amount of \$3,510.00. (P. Brenner, J. Scheese)

Total Bond Redemption & Improvement Fund Requisitions: \$368,526.82

Escrow Accounts

None.

Total Escrow Checks: \$0.00

Draw Requests from Subordinated Sewer Revenue Note Series of 2011
None.

Total Draw Requests from the Subordinated Sewer Revenue Note Series of 2011 \$0.00 .

Motion made, seconded and passed to approve the Treasurer's Report of May 20, 2015. (J. Scheese, P. Hughes)

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: None.

CONTRACT AWARDS: None.

DIRECTOR'S ITEMS:

1. **Ongoing Project status reports**

A. New Treatment Plant: As of May 18th, the treatment plant has still not been started up, nor has the tie-in of the main influent line to the new influent pump station been made. As you will see by the letter Ed has drafted for the Board's approval and Percy's signature, PACT Two has requested payment of the \$50,000 Settlement Agreement amount and both Rettew and Ed have deemed that they have not even achieved a minimal amount of work to even consider 'flow established with control'. As a matter of fact, if you will look at the list of remaining tasks to be completed (updated list in Board Packets), you will see that PACT Two has still not achieved contractual Substantial Completion. While there is talk of the tie-in being made later this week, Ed still feels there are critical elements of the ask list

that must be completed before he will approve tie-in. There also is still the outstanding issue of who PACT Two will have operate the plant prior to the Authority accepting it. Ed is waiting to speak with the CEO of Dutchland Ben Kauffman as he believes some tentative agreement has been reached between PACT Two and Dutchland for them. Dutchland to provide a licensed operator for startup.

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. NRW Rural Water Loan Fund: Kathy Orcutt and Ed are working on the application.

II. Developer Activity – None.

III. Operations Report: None.

IV. Administration Report:

A. Customer Correspondence – Enclosed in the Board Packet is a letter from Ms. Christina Watters to Lower Oxford Township's Supervisors regarding the condition of the screening trees at the Ross Spray Fields. Ed has examined the trees himself and would tend to agree with her on their general poor condition. This is the second planting of the trees by PACT Two and again due to poor maintenance on their part, the trees have failed to grow. Ed has asked Dennis Hammaker to look into if there is a warranty item as the warranty period is soon to expire. Ed is also waiting to hear from the Supervisors as to how they would wish us to address the issue.

B. Resolutions – None.

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 April was \$12,744.00 representing 106 loads accepted for a total of \$265,500.00.

Operations Management Report: The average daily influent were 565,011 with a maximum day of 673,364 for a total of 16,950,344.

The average daily effluent was 643,133 with a maximum day of 1,318,000 for a total of 19,294,000.

Lagoon Levels: #1 – 17'4" #2 – 18' #3 – 24'
Osborne – 12'

Pump Station Hours of Operation were:

6th Street = 283.1 Grant Street = 198.9 8th Street = 268.5
Q1 = 0.0 Locust Street = 5.2 Locksley Glen = 85.2
Wiltshire = 170.7

OASA Operations Report:

- 4/8/15 Had O.A. Newton trouble shoot problems with Pivots 2 & 5.
- 4/10/15 – Had the low pressure line on Limestone Road cleaned.
- 4/13/15 – Had gotten a local welder come in and weld a broken manifold on the Lakeside Unit.
- 4/14/15 – Had Cochranville Ag Services apply nitrogen fertilizer to all of the Sprayfields.
- 4/16/15 – Repaired a broken manhole on the Frost Property that was apparently hit by a piece of farming equipment.
- 4/21/15 – Cleaned and greased the aerators in Lagoon #1.
- 4/23/15 – Had Walsh Excavating demolish a pit at the Osborne Farm that is no longer being used.
- 4/27/15 – Repaired 2 broken riser pipes in Zone 1A.
- 4/28/15 – Pump #2 at the 6th Street Pump Station quit working, we removed it and installed a spare. Took the pump to be repaired.
- 4/29/15 – Had to get EMR Services in to work on the military emergency generator at the Grant Street Pumping Station after it failed to start. It is in poor condition but operable.
- 4/30/15 – Got pricing from Phillips Electric to remove the rented emergency generator at the 8th Street Pump station, and replace it with the old one from the plant lift station. They have offered to do all the work for about \$2,800.00.

Storage days remaining is 49.

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

RESOLUTIONS:

None.

LEGAL ITEMS:

None.

CORRESPONDENCE: Letter from Ms. Christina Waters regarding Ross Spray Fields.

OLD BUSINESS: None.

NEW BUSINESS: Ed reminded the Board Members of the Walk around the Plant on May 30, 2015 @ 9:00 a.m..

PUBLIC COMMENT: None.

Non-Agenda Items – None.

ADJOURN: Motion made, seconded and passed to adjourn. (J. Scheese, P. Hughes)

Respectfully Submitted,

Donna M. Patrick
Recording Secretary