

# **OXFORD AREA SEWER AUTHORITY**

## **Board Meeting Minutes of**

**April 19, 2017**

Chairman, Ron Kepler called the meeting to order at 7:00 p.m. The following Authority Members were in attendance: Robert McMahon, Frank Lobb, Candace Miller, John Schaible, Sam Goodley Jr, Gary Tozzo and Jake Yohe. Also in attendance were Joel Brown, Peggy Ann Russell, Pat Hughes, Blair Fleischmann, Tiffany Bell and Joe Scheese.

Vince Pompo, Solicitor and David Busch – Executive Director

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

Motion made, seconded and passed to approve the agenda as written. (F. Lobb, G. Tozzo)

Motion made, seconded and passed to approve the minutes from March 15, 2017 as amended. (F. Lobb, S. Goodley)

### **Public Comment Period:**

#### **A. Action Items:**

1. Appointment of Consulting Engineer - Motion made, seconded and passed to table until next month. (F. Lobb, G. Tozzo)

#### **B. Appearances: None**

### **TREASURER'S ITEMS:**

#### **General Fund Bills:**

Motion made, seconded and passed to pay the Monthly Bills in the amount of \$128,177.61. (J. Schaible, F. Lobb)

#### **Revenue Requisitions:**

Motion made, seconded and passed to approve Revenue Fund Requisition #55 in the amount of \$105,000.00 to transfer to the Operating Account. (J. Schaible, F. Lobb)

Motion made, seconded and passed to approve Revenue Requisition #56 in the amount of \$25,000.00 to transfer to the Payroll Account. (J. Schaible, F. Lobb)

Motion made, seconded and passed to approve Revenue Fund Requisition #57 in the amount of \$10,000.00 to transfer to the Capital Account. (J. Schaible, F. Lobb)

Motion made, seconded and passed to approve Revenue Requisition #58 in the amount of \$50,002.74 to transfer to the USDA Account. (J. Schaible, F. Lobb)

**Capital Fund**

Motion made, seconded and passed to approve Capital Fund Requisition #10 in the amount of \$6,950.00 to pay Philips Brothers Electrical. (J. Schaible, F. Lobb)

**Total Capital Fund Requisitions: \$6,950.00**

**Escrow Accounts**

None.

**Total Escrow Checks: \$0.00**

Motion made, seconded and passed to approve the Treasurer's Report. (S. Goodley, F. Lobb)

**FACILITY EXPANSION COMMITTEE REPORT:** Has not met.

**ON-LOT SEWAGE FACILITIES MANAGEMENT COMMITTEE:** Has not met.

**OPERATIONS MANAGEMENT COMMITTEE REPORT:** Has not met.

**FINANCE & BOND COMMITTEE REPORT:** Has not met.

**BUDGET COMMITTEE REPORT:** Has not met.

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

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

**CHAIRMANS ITEMS:** None.

**CONTRACT AWARDS:** None.

**DIRECTOR'S ITEMS:**

1. **Ongoing Project status reports**
  - A. **New Treatment Plant:** Nothing to report at this time.
  - B. **Pump Stations:** 6<sup>th</sup> Street Pump Station.
  - C. **Future Disposal Fields:** Nothing to report at this time.
  - D. **Rules and Regulations:** Nothing to report at this time.

**E. 12" Effluent Force main Replacement Feasibility Study:**

Nothing to report at this time.

**F. Municipal On-Lot Septage Management:** Nothing to report at this time.

**G. Grant Funding:** 6<sup>th</sup> Street Pump Station.

**H. P3 Tower, LLC** – Nothing to report at this time.

**I. Limestone Road Low Pressure Line:** Nothing to report at this time.

**J. Administration Building:** Nothing to report at this time.

**2. Discussion Items:**

**Chapter 94 Report for 2016**

**Review of Statements of Qualifications from Engineering**

**Firms** – David recommends BCM Engineers

**Meeting with Chester Water Authority – Proposed Sewer**

**Extension** – Motion made seconded and passed to approve to pursue pipe. (F. Lobb, R. McMahon)

**Private Sewer Line – Wedgewood Road to Waterway Road –**

Motion made seconded and passed to approve to pursue private line. (F. Lobb, G. Tozzo)

**USDA Workout Agreement**

**Intergovernmental Cooperation Agreement** – Vince needs a resolution and is ok with the Agreement. Motion made, seconded and passed to amend the agreement. (F. Lobb, G. Tozzo)

**Line of Credit**

**6<sup>th</sup> Street Pump Station** – pursue hard proposal (F. Lobb, J. Schaible)

**Pursue Energy Savings** – (F. Lobb, G.Tozzo)

**II. Developer Activity** – Meeting with Chester Water Authority.

**III. Operations Report:** Included in the Board Packet.

**IV. Administration Report:**

**A. Customer Correspondence** – None.

**B. Resolutions** – None.

**C. Personnel Issues** – None.

**D. Consulting Engineer** – None.

**E. Rules and Regulations** – None.

## **V. Financial**

- A. Meeting with USDA on April 17, 2017
- B. Septage: Billing for March 2017 was \$8,179.20 representing 80 loads for 170,400 gallons.
- C. Line of Credit.

### **Operations Management Report:**

3/2/17 – OASA staff cleaned Volute Press and tightened end plates in efforts of making the dewatered sludge drier.

3/4/17 – OASA staff responded to afterhours call in alarm for main plant influent pump station. Pump station was operating normally but start signal relay was bad. Relay changed out.

3/5/17 – Due to PECO power glitch, received numerous call in alarms for Locksley Glen pump station, main treatment plant digester blowers and UV system. Everything reset and back to normal.

3/6-3/7/17 – Local Septage hauler running a large job for Nottingham Towers. We received close to our daily limit both days. Tremendous amount of solids coming into the plant, increased wasting and cake production to counter.

3/8/17 – Another PECO power glitch, this time plant was without power for approximately 15 minutes. Back up generator ran fine with no alarms.

3/8/17 – OASA staff cleaned both rock traps for the Lakeside Septage receiving unit.

3/9/17 – OASA staff pulled and repaired utility water pump that supplies water to the Lakeside Septage receiving unit.

3/10/17 – OASA staff arrived at 6<sup>th</sup> Street pump station to find system had been running in lag for no apparent reason most of the night. Healy Ruff panel shut down and hard rest performed, system back to normal.

3/10/17 – Main treatment plant received some type of slug load, dissolved oxygen levels down despite lag blowers running, NH<sub>3</sub> levels spiked and excess foam throughout the system.

3/14/17 – Received approximately 4-6" sleet mix/snow.

3/15/17 – DEP EDMR prepared, submitted and certified.

3/17/17 – OASA staff observed tracks throughout Zone 1/1A spray field. Looks like some trucks were off-roading in the fields. Oxford Borough provided us with some surveillance footage – [3] trucks total. Two black and one silver/white. Oxford Borough Police Department notified.

3/20-3/21/17 – Snow melt led to an infiltration & inflow event. High flow both days.

3/22/17 – During routine morning rounds at the treatment plant, an incoming INF pH of 4.74 was recorded.

3/23/17 – OASA staff found Osborne Pivot #4 all twisted up and top span split in [2] locations. Upon review by pivot expert, it was concluded that due to old age, the tensioning rods that run the length of the pivot had finally loosened up enough to cause the pivot to begin twisting. We are in the process of getting a repair estimate and most likely will be without Pivot #4 for quite a while.

3/24/17 – OASA staff troubleshot Ross Pivot #2. The valve vault was found flooded. After dewatering, sump pump was operational, float was hung up and prevented it from running. Water source was found behind electrical junction box – conduit penetrations were never sealed during the Ross project

3/26/17 – Main treatment plant received some type of slug load, dissolved oxygen levels down despite lag blowers running, NH3 levels spiked and excess foam throughout the system [2<sup>nd</sup> time this month this has happened].

3/27/17 – OASA staff pulled extra unused aerators out of old Lagoon #1. Serviceable aerators were put into storage and broken aerators will be sent out to the scrap yard.

3/30/17 – OASA staff changed oil in main treatment plant blower #4 and digester blower #1.

3/30/17 – OASA staff using a tow-behind air compressor blew out transfer lines from Lagoon #1 to CM1. top and bottom lines are good, middle line either is severely plugged up or valve is broke shut. This has been an ongoing issue with Lagoon #1 since approximately 2009-2010 and the reason why the Godwin pump is used to assist in the transfer of water.

**Lagoon Levels:**

1. ' "    2. ' "    3. ' "    4. Osborne ' "

Storage Days =

**Pump Station Hours of Operation were:**

6<sup>th</sup> Street =

Grant Street =

8<sup>th</sup> Street =

Q1 =

Locust Street =

Locksley Glen =

Wiltshire =

**RESOLUTIONS:**

**LEGAL ITEMS:**

Pursue tax exempt status for the Administration Building at 14 S. 3<sup>rd</sup> Street, Oxford (S. Goodley, C. Miller)

**OLD BUSINESS:** Sunny Dell Foods -

**NEW BUSINESS:**

**PUBLIC COMMENT:**

Pat Hughes questioned CWA line on Baltimore Pike.  
Blair Fleischmann

**Non-Agenda Items** – An Executive Session will be scheduled prior to the May meeting at 6:00 p.m.

**EXECUTIVE SESSION:** None.

**CORRESPONDENCE:**

Independent Church of Jesus Christ – Motion made, seconded and passed to take no action. (F. Lobb, G. Tozzo)

Letter from Commonwealth Financing Authority concerning the 6<sup>th</sup> Street Pump Station force Main Replacement.

**ADJOURN:** Motion made, seconded and passed to adjourn. (S. Goodley, F. Lobb)

Respectfully Submitted,

Donna M. Patrick  
Recording Secretary