



January 20, 2010

Meeting Minutes

Approved

In Attendance: Don Carlson, Chairman, Hal Harper, Vice-Chairman, Bob Watts, Member, Anthony Tabasso, Member, Matt Brown, Authority Engineer/Administrator, Cheryl Neri, Assistant Township Treasurer, Paul Ruffini, ARRO Consulting, Inc.

#### Call to Order

D. Carlson, Chairman called the meeting to order at 7:34 PM.

#### Reorganization

D. Carlson noted the January meeting is the annual reorganization meeting for the Authority and turned the gavel over to M. Brown, Authority Administrator to conduct the election of Chairman for 2010. M. Brown noted the memo in the packet that reflected the usual process employed by the Authority relative to taking turns serving as Chairman. He noted that according to that practice, H. Harper would be the next Chairman and B. Watts, Vice Chairman. M. Brown called for nominations for Chairman. B. Watts moved to appoint H. Harper Chairman for 2010, D. Carlson seconded the motion. M. Brown asked if there were any other nominations. Hearing none, he called for a vote. It was so moved. M. Brown turned the gavel over to H. Harper as Chairman to continue with the reorganization.

The Authority at the request of A. Tabasso recognized the effort and exemplary service of D. Carlson as Chairman during 2009.

H. Harper called for nominations for Vice-Chairman. D. Carlson moved, seconded by A. Tabasso to appoint B. Watts as Vice-Chairman for 2010. It was so moved.

H. Harper called for the appointment of service personnel. D. Carlson moved, seconded by A. Tabasso to appoint M. Brown as Authority Administrator, Christopher Frantz as Authority Solicitor and ARRO Consulting, Inc. as Authority Engineer for 2010. It was so moved.

#### Approval of Minutes

D. Carlson moved, seconded by B. Watts to approve the minutes of the December 16, 2009 Authority meeting as submitted. It was so moved.

#### Approval of Payments

B. Watts asked a question relative to Verizon service at the Route 100 WWTF and the Regional Pumping Station. M. Brown explained the service. B. Watts moved, seconded by D. Carlson to approve the payments for January 2010. It was so moved. The Authority reviewed the YTD Revenue and Expense Report and Balance Sheet. After brief comments and questions by the

members, B. Watts moved, seconded by D. Carlson to accept the YTD Revenue and Expense Report and Balance Sheet. It was so moved.

#### Authority Administration Reports

M. Brown reviewed Clean Water, Inc.'s monthly report relative to the operation of the wastewater treatment systems. He noted that all systems are generally operating well and within parameters. M. Brown went over several highlights of the report including the average flows for the Route 100 WWTF (215,000 gpd), spray disposal difficulties in several of the systems due to the cold temperatures this month, replacement of the dosing pump at Windsor Ridge, replacement of the autodialer at the Marsh Harbour WWTF, review of a casting leak in the influent pumping station at the St Andrews Brae WWTF, Status of the CAP at the Lakeridge WWTF, and the move from paper to electronic DMRs for PADEP reporting.

M. Brown noted the graphs provided to the Authority per the request of H. Harper showing the monthly flow variations. The graphs included precipitation amounts to reflect the Infiltration/Inflow impact. He said this would be provided monthly in 2010 starting with March.

M. Brown then referred to the ARRO monthly report and called the Authority's attention to several highlights including the collection of data for the preparation of the new annual groundwater monitoring report required by PADEP. M. Brown reviewed the status of the dedication correspondence with Toll Brothers for Byers Station, the Lakeridge WWTF Corrective Action Plan status including the correspondence on use of garbage disposals and the use a regular meeting of the Authority in either April or May to gather the residents for a discussion on their sewerage system, the discussions with Ebert Engineering and Pulte Homes relative to the approved overflow at Upland Farms and the schedule for construction of Phase II of the Route 100 WWTF.

M. Brown briefly reviewed his Administrator's Report noting that it had been a relatively quiet month.

Following a brief discussion on other items in the reports, B. Watts moved, seconded by D. Carlson to accept the monthly reports of Clean Water, Inc., ARRO Consulting, Inc. and the Authority Administrator. It was so moved.

#### Correspondence

M. Brown noted the correspondence attached to the Board packet and asked if there were any questions.

M. Brown noted the recent correspondence from PMAA relative to Board member training. He requested formal approval from the Authority for any member interested in attending to attend. H. Harper noted his interest. B. Watts moved, seconded by D. Carlson authorizing attendance by any of the members. It was so moved.

M. Brown requested the Authority formally approve L. Schack, Authority member, to be a signatory to the Authority accounts. B. Watts moved, seconded by D. Carlson authorizing the inclusion of L. Schack. It was so moved.

H. Harper asked that a letter be sent to the residents in the three communities outlining the current status and schedule for sanitary sewer service. M. Brown suggested this be done in the spring when the date to review the method of connection approaches. H. Harper also asked that similar information can be included in the newsletter.

D. Carlson brought up the discussions at the Joint Boards and Commissions meeting and the Authority agenda. He noted the expressed cooperation of the Board of Supervisors toward looking for available land for future disposal. The consensus of the Authority was that ARRO should do a bench scale review of the Operating Engineers property to see if from the soil maps there was potential for that property to be used as a disposal site. M. Brown noted the bench scale review had been done and the soil did appear suitable. He cautioned though that other factors played into the suitability such as depth to bedrock. D. Carlson noted a standpipe off of Font Road for the Reserve disposal facility appeared to be malfunctioning. M. Brown stated he would pass that info on to Brian Norris to investigate. D. Carlson noted that the meeting proposed for he and M. Brown with Randy DiLibero would be rescheduled.

D. Carlson brought up his communication with Karen Wertz, the Township Treasurer relative to delinquent accounts. He noted the total number increasing and expressed his concerns that under the current economic conditions that he didn't expect the situation to improve unless the Authority took strong action and employ their protocol on liens. M. Brown noted that he had advised the Township Manager that Chris Frantz felt there needed to be set in place through Township ordinance a vehicle to provide for liens. He also said the Township Manager had indicated that such a vehicle already existed. M. Brown suggested he speak with Chris Frantz relative to what needed to be done on the Township side and to involve the Township Solicitor. A. Tabasso expressed concern as to whom we apply the strong measures. He opined that there were glaring examples of customers who ignored the requests for payment. But, there were others who should be given the opportunity to arrange for payment with the Authority. M. Brown and C. Neri agreed to bring before the Authority at the February meeting a recommendation on to whom the liens should be sought initially. The Authority unanimously agreed to this.

#### Open Session

No residents were in attendance.

The next meeting date was noted to be February 17, 2010 at 7:30 PM.

#### Adjournment

There being no further business to be brought before the Authority, H. Harper adjourned the meeting at 8:35 PM.

Respectfully submitted,

G. Matthew Brown, P.E., DEE  
Authority Administrator