



Meeting Minutes
March 18, 2009

Approved

In Attendance: Don Carlson, Chairman, Bob Watts, Member, Anthony Tabasso, Member, Matt Brown, Authority Engineer/Administrator

Call to Order

D. Carlson called the meeting to order at 8:01 p.m. He noted that at the end of the February 18, 2009 meeting the Authority held an Executive Session to discuss personnel issues. D. Carlson also noted that he and the Authority Administrator met during the month to discuss business issues. The particulars of this meeting were memorialized in a memo to all Authority members, a copy of which was made available to the public at the meeting. He felt the meeting was useful and productive and he would endeavor to see these meetings were held quarterly.

Approval of Minutes

A. Tabasso moved, seconded by B. Watts, to approve the minutes of the February 18, 2009 Authority meeting as submitted. It was so moved.

Approval of Payments

D. Carlson questioned several invoices, with M. Brown providing clarification. B. Watts moved, seconded by A. Tabasso, to approve the payments for March as presented. It was so moved.

A. Tabasso moved, seconded by B. Watts, to accept the Balance Sheet included in the packet. It was so moved.

Authority Administrator's Reports

M. Brown noted that due to personnel changes no Authority Manager's report was prepared. He reviewed Clean Water, Inc.'s monthly report regarding the operation of the wastewater treatment systems. It was noted that average flow for the Route 100 WWTF reached 200,000 gpd this month. All systems are generally operating well and within parameters. M. Brown reviewed the status of the discussion with PADEP over the Eaglepointe WWTF. He noted there were again problems with Acme and WAWA discharges and that a copy of a violation letter to both was included in the packet. He noted the excess BOD was organic discharge but the phosphorus from Acme was probably due to detergents.

M. Brown noted that at the St. Andrews Brae WWTF the spare filter dosing pump was installed following failure of the primary unit. He said the primary unit could not be repaired so a new spare was ordered. M. Brown noted one of the two UV fixtures at the Saybrooke WWTF had a faulty wiring harness. Rather than invest further in a new unit and since no other subsurface disposal system was required to have such a system, he and the operator agreed to petition PADEP to discontinue its use.

M. Brown discussed the operator's recommendation for rehabilitation of the filters at the Lakeridge WWTF. He said that other quotes were solicited but one from PreDoc was received

and included in the packet. After a general discussion, the Authority directed M. Brown to obtain additional quotations for the filter rehab prior to authorization. B. Watts noted he could be helpful with disposal of the used sand. B. Watts moved, seconded by A. Tabasso, to table further discussion on the filters until the next meeting. It was so moved. Finally, M. Brown noted the general discussion in Clean Water's report relative to the Chapter 94 reports for each of the WWTFs.

M. Brown then referred to the ARRO monthly report and called the Authority's attention to several highlights. He again referenced the issues at Eaglepointe relative to PADEP, Acme and WAWA as discussed earlier. He noted that the operating permits for Greenridge, Lakeridge, Marsh Harbour and Saybrooke had been transferred from the Township's name to the Authority. Each was accompanied by new criteria for groundwater monitoring that ARRO believed was reasonable. M. Brown noted that Phase II of the Route 100 WWTF had received its last permit relative to construction. He noted that shop drawings were under review and the timing of the plant was still within a timeframe such that connections would not increase flow beyond the capacity of the Phase I plant. He held a brief discussion of the excess capacity in Phase II and referred to the memo left for each Authority member. He noted a meeting was scheduled with the Board of Supervisors to discuss the excess capacity issue and both he and D. Carlson planned on attending on behalf of the Authority. D. Carlson suggested that after each Authority member had the opportunity to review the memo and attached document that they forward any comments or concerns to him for inclusion in the discussion with the Supervisors. Those members in attendance agreed.

A. Tabasso moved, seconded by B. Watts, to accept the reports submitted by Clean Water, Inc and ARRO Consulting, Inc. for the month. It was so moved.

M. Brown briefly reviewed the correspondence included in the Authority's packet, which had been referenced previously.

D. Carlson noted he had several additional items he wanted to add to the agenda this month. He had been in communication with Karen Wertz, the Township Treasurer, relative to the audit letter he, as Chairman, was asked to sign. He stated that Karen shared the letter was standard and necessary as part of the audit. As such, D. Carlson did sign the letter and returned it to Karen.

D. Carlson then discussed as a follow-up to a recent e-mail the need to memorialize actions or protocols of the Authority to maintain consistency and to provide staff with direction on how to address issues as they arose. One such item of note was how to deal with payment of bills if a quorum was not available for a scheduled meeting. He recommended establishing a central file of these procedures and protocols for reference purposes. M. Brown suggested including them as an administrative section to the technical procedures and specification manual already set up by the Authority. The consensus was that this made sense. D. Carlson then asked M. Brown to prepare an initial draft of the quorum protocol and that next month with more Board members present, check signing practices in the event of no quorum should be discussed.

B. Watts then asked if it was time for us to send out another letter to customers relative to no use of garbage disposals. All agreed. M. Brown is to prepare and send out the letter.

Open Session

Discussions which began prior to this evening's meeting being called to order were continued. Kevin Montele of Seaberry Lane asked about retirement of rights of way in the Saybrooke system. M. Brown and D. Carlson answered his questions. Ted Dewalt of Christine Drive

expressed his sincere dissatisfaction with the holding tank under construction on Upland Farms. He was deeply concerned about the proximity of the tank to his property, the impact such a tank would have on property value and why the neighboring residents were not informed of its construction. D. Carlson provided some background to the public process relative to the approvals and discussed the Upland Farms Advisory Committee and the possibility of looking at more screening. M. Brown noted that screening would be provided by the developer to some degree but neither the Township nor Authority was limited to that. He suggested Mr. Dewalt go to a Board of Supervisors meeting to express his concerns. M. Brown offered to be available for Mr. Dewalt the following Monday to review the developer's design plans.

Adjournment

There being no further business to be brought before the Authority, D. Carlson adjourned the meeting at 8:58 p.m.

Respectfully submitted,

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