



MINUTES

May 20, 2009

Approved

In Attendance: Don Carlson, Chairman, Hal Harper, Vice-Chairman, Bob Watts, Member, Matt Brown, Authority Engineer/Administrator, Cheryl Neri, Assistant Township Treasurer.

Call to Order

D. Carlson, Chairman, called the meeting to order at 7:30 p.m.

Approval of Minutes

B. Watts moved, seconded by H. Harper, to approve the minutes of the April 15, 2009 Authority meeting as submitted. It was so moved.

Approval of Payments

D. Carlson asked several questions regarding select invoices. M. Brown provided clarification. D. Carlson discussed the bill for the insurance and suggested that the Authority insurances be bid in 2010. He also asked C. Neri for a mid-year status report on the budget and collectibles. H. Harper moved, seconded by B. Watts, to approve the payments for May as presented. It was so moved. Additionally, H. Harper moved to accept the balance sheet as presented, B. Watts seconded. It was so moved.

Authority Administrator's Reports

M. Brown 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 was 198,000 gpd this month. This continued high average flow was indicative of the wet weather experienced year-to-date. All systems are generally operating well and within parameters.

M. Brown reviewed the status of the Eaglepointe WWTF. He noted the issue with the replacement sand for the filter beds being not acceptable to DEP. This sand was a small amount used as "make-up" for lost volume. DEP directed we remove the not approved sand and replace it with a different grade that was approved. This work was done by the public works department. It was also noted that concurrent with the sand problem, DEP set up a sampler on the effluent at the WWTF while filters were out of service. While the result was not back to the Authority as of yet, we anticipated another Notice of Violation. M. Brown noted the data for a partial upgrade was now available and it clearly showed that the addition of just the equalization basin in conjunction with more rigorous enforcement of the Non-Residential Discharge Resolution would easily mitigate the effluent issues. M. Brown noted a report was being prepared to submit to DEP outlining this and establishing a schedule to begin the upgrade work in 2009.

M. Brown noted the replacement of the waste pump at the Marsh Harbour WWTF, the maintenance on the mixer at Saybrooke and the filter bids for Lakeridge. Predoc was the low bidder to recondition the filters. H. Harper moved, seconded by B. Watts to authorize Predoc to perform the necessary work. It was so moved.

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. He held a brief discussion of the reimbursement to the developers for the Ewing and Byers Station utility bills. He noted the receipt of a preliminary subdivision plan for Jankowski and the issuance of "unofficial" comments including the note they have no capacity allotted in the Route 100 WWTF. M. Brown noted offering additional comments on the Phase II drawings for the Route 100 WWTF and the status of the Second Amendment to the Agreement remained in the hands of the developer's attorney. He noted D. Carlson and he met with the Township and Authority Solicitors to offer comments on the first draft.

M. Brown noted the request from Michael Robinson for additional sewer capacity for an Ice Cream shop in his buildings along Route 100. He noted the evaluation by the Authority's consultant showed that Mr. Robinson would have to purchase one additional EDU. H. Harper moved, seconded by B. Watts to approve the additional EDU for Robinson. It was so moved. The Authority directed M. Brown to advise the Township that their approval, as required for a Township Certificate of Occupancy (CO), was contingent upon receipt of the appropriate tapping fee before the CO issuance.

M. Brown advised that a preliminary request had been received from the Beth Israel Congregation for sewer service. An evaluation was completed by ARRO which showed the structure needed to acquire 3.5 EDUs at a total cost of \$24, 310 plus pay any connection/construction costs. M. Brown noted this was not a formal request for service just an exploratory effort to determine the requirements and cost for the service. The Authority consensus was to send a letter to the Congregation outlining the costs.

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

D. Carlson briefly reviewed the correspondence for the month. A memo had been prepared by M. Brown outlining a protocol for paying bills when the Authority lacked a quorum at a regularly scheduled meeting. D. Carlson stated the methodology suggested was simple and thought it to be practical. B. Watts moved, seconded by H. Harper to adopt the protocol as drafted. It was so moved.

D. Carlson briefly discussed the Greenridge WWTF and the open space. He noted that Kevin Kerr, M. Brown, Al Gaspari, M. Heckman and he met on site to review what needed to be done. He stated this was especially critical now since meetings were being held with Moser, the developer to finish what needed to be done at the facility.

H. Harper had a question on the current timing of the Phase II project and the extension of public sewers into the neighborhoods. M. Brown noted a request for sewer service from a Mrs. Vogel in Meadow Creek. B. Watts asked a brief question about the request and requested to review the plans of the Meadow Creek sewer system. M. Brown noted the plans were located in the Meadow Creek Book in his office and he would see Bob got a copy to review.

M. Brown then discussed holding a workshop in June to discuss the formal Capital Improvement Program (CIP). He said he would circulate dates in the first two weeks in June for the meeting. It was his hope that the Board would be in a position in July to adopt the plan.

M. Brown noted correspondence attached to the Authority packet which had been referenced previously.

Open Session

No comments were offered by the public.

Adjournment

There being no further business to be brought before the Authority, D. Carlson adjourned the meeting at 8:40 p.m.

Respectfully submitted,

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