

Washington Township Municipal Authority
Business Meeting Agenda
July 6, 2010
Meeting Time 7:15 PM

1. Business from the Floor
2. Agenda
3. Public Comments for the Tapping Fee Update Study
4. Award Recognition for L. Frantz
5. Minutes of June 15, 2010
6. Engineers Report
 - A. Proposal for Blue Ridge Summit Pumping Station
7. Act 537 Nutrient Removal Alternatives Review
8. Adjourn to Executive Session to Discuss Legal Matters
9. Reconvene to Regular Meeting
10. WTMA Projects Update Report
11. Requisitions
12. Purchase Request
13. Subdivisions
14. Miscellaneous
15. Adjourn to Workshop
16. Complaint Report
17. Adjourn

Washington Township Municipal Authority
Business Meeting Minutes
July 6, 2010

Vice-Chairman S. McCleaf opened the meeting at 7:15 PM. Others present were E. Gladhill, J. Blair, D. McCarney, S. McFarland, S. Trinh, and K. Shannon of CET Engineering Inc. Chairman F. Eisenhart was absent.

Business from the Floor

Mr. D. Layman, a resident of Old Forge Road, approached the Board concerning a water leak on a service line that surfaced a few weeks ago on Old Forge Road. The service line is owned by CDG Investments and begins at the intersection of Mentzer Gap Road and Old Forge Road and runs south on Old Forge Road. It used to feed some houses in the Knouse Orchard and the orchard itself, and still feeds Dave Layman's farm on Old Forge Road. CDG Investments does not wish to repair the water leak, and wants to disconnect the line or turn over responsibility to Mr. Layman.

CDG Investments' attorney informed Mr. Layman on July 2, 2010 that the water service line would be terminated immediately due to concerns raised by PennDOT about possible damage to Old Forge Road. This action would cause Mr. Layman not to have any water on his farm and at two rental properties. Mr. Layman worked with the WTMA and had a temporary water line installed to provide service over the weekend.

Mr. Layman wishes to install a permanent water line to the farm and the two rental properties and remain connected to the WTMA's water system. Mr. Layman asked the Board to change his account from commercial to residential in order to avoid possible additional tapping fees. His alternative would be to disconnect and drill a well on his property.

Mr. Layman requested that he be treated as a residential customer. The Manager discussed the definitions in Resolution 09-4, differentiating between residential customers and commercial customers. Currently the farm is considered a commercial customer because it contains two rental properties and is used to carry on a trade or business. Mr. Layman's current allotted EDU's permit him to use 82,000 gallons of water per quarter. If Mr. Layman would use more than 82,000 gallons in one quarter, he could accrue additional tapping fees. His current use is nowhere near that.

The Manager explained the only way to grant Mr. Layman's request would be to amend the definitions of Resolution 09-4 to exclude farms. S. Trinh discussed the difficulty with defining specific farms such as agriculture or farm. E. Gladhill questioned farms with commercial businesses as part of them.

On a D. McCarney, J. Blair motion (4-0) the Board determined that Resolution 09-4 would remain as previously approved, but reiterated that the Board had the ability to modify the billing of an account in the event of extraordinary circumstances, and Mr. Layman's account would remain a commercial customer.

Agenda

The agenda was approved as presented on a J. Blair, E. Gladhill motion (4-0).

Public Comments for the Tapping Fee Update Study

There was no one present for public comments. The Manager discussed the fact that the Tapping Fee Update Study had been advertised in the Record Herald. The report has also been provided to the Township Supervisors and a copy has been placed in the office of the Washington Township Supervisors, as well as the WTMA office and placed on the WTMA website. It was also mentioned in the Township News Briefs in the Record Herald. The public had been invited to attend the meeting to express any comments. There had also been time scheduled at the June 15, 2010 meeting and no one was present.

The Manager presented a letter from Mr. D. Rotz requesting that property that has a land use permit or building permit be exempted from the tapping fee increase. The Manager explained that a property, which has already paid the tapping fee, would not be affected by the tapping fee increase. A letter will be mailed to Mr. Rotz explaining this.

The Board discussed the Tapping Fee Update Study. S. McCleaf discussed contacting developers to make them aware of the sewer-tapping fee increase and to give them the opportunity to pre pay their tapping fee before the increase takes effect. The Board gave consensus to increase the sewer-tapping fee to \$5,252.00 effective November 1, 2010. The Manager will make the appropriate changes to the relevant Resolutions, and they will be brought to the Board for consideration and adoption. He will also compile a list of all developers who have current, proposed or sketch plans filed with the Authority.

The Manager has also discussed the cost of the Tapping Fee Study with CET Engineering and they have decided to write off the most recent invoice for approximately \$1,800.00 to address the Authority's concerns about cost overruns for the project.

Award Recognition for L. Frantz

L. Frantz was unable to attend this evenings meeting due to a family emergency. The Board directed the Manager to deliver L. Frantz's award, gift card, and cake to her home. L. Frantz resigned from the WTMA Board of Directors effective at the end of the May 4, 2010 meeting due to family obligations.

Minutes of June 15, 2010

The minutes of June 15, 2010 were approved as presented on an E. Gladhill, D. McCarney motion (4-0).

Engineer's Report

K. Shannon of CET Engineering Inc. presented the June 2010 Engineer's Report. The Engineer's Report was approved as presented on an E. Gladhill, J. Blair motion (4-0). A copy of the report is attached and hereby made a part of these Minutes. The following items were discussed:

Sewer

- Sewer System Capacity Analysis

Blue Ridge Summit Pumping Station

K. Shannon reviewed the proposal to perform a Blue Ridge Summit Pumping Station Upgrade Study to evaluate alternatives to increase the pumping capacity of WTMA's Blue Ridge Summit Pumping Station. The Blue Ridge Summit Pumping Station receives excessive infiltration/inflow, which exceed the station's capacity during extreme wet weather events.

The Manager explained some necessary delays related to the completion of the project. The Authority will have to build a model for the Blue Ridge Summit area, and provide some data to CET, including metering data. Meters will have to be placed in three legs of sewer mains, and left in for a period of time to capture peak flow events. K. Shannon explained that CET considers Thanksgiving through May to be the prime 'metering season'. Other work can be done by the Authority while this data is gathered.

The Board approved the Blue Ridge Summit Pumping Station Upgrade Study for a lump sum cost of \$4,000.00, and the project is to be completed by August 1, 2011 or 90 days after receiving the existing peak flow rate meter data from the WTMA on an E. Gladhill, D. McCarney motion (4-0). The Manager informed the Board that this item would be added to the WTMA Projects Update Report.

Act 537 Nutrient Removal Alternatives Review

The Manager discussed an odor complaint from a resident on Lyons Road. The Manager discussed having CET Engineering Inc. prepare a proposal to begin design for the planned upgrades at the wastewater treatment plant which are part of the Act 537 Special Study on Nutrient Removal Alternatives that was previously approved by DEP. The Manager reviewed the Executive Summary Section of the Act 537 Special Study and the timetable that had been proposed for the 'sub' projects. The Manager suggested looking at whether it was appropriate to do the design work for the digester and sludge storage aeration upgrades and the Alum storage and feed system to reduce total phosphorus at the same time. The Board also discussed the amount that had been budgeted to do this work during the fiscal year. The Board gave consensus to CET Engineering Inc. to prepare a proposal for design of the digester aeration upgrades and to include the Alum addition if they felt it was economically appropriate.

Adjourn to Executive Session

The Board adjourned to Executive Session at 9:30 PM to discuss legal matters on a D. McCarney, J. Blair motion (4-0).

Reconvene to Regular Meeting

The Board reconvened to regular meeting at 10:05 PM.

WTMA Projects Update Report

Old Forge Road Project- Funds are expected to be available in early fall, with work on the first part of the project planned to begin as soon as funding is available. WTMA and the Washington Township Supervisors are working on submitting an E&S Plan for the Franklin County Soil Conservation District.

DEP Groundwater Rule Compliance- The second set of the chlorine monitoring and communication system was installed recently at Bubbling Springs. They will be on-line during the first week of July 2010. WTMA received a modified operation permit for Brookdale that includes required chlorine monitoring.

Reduction of Unaccounted for Water- Aquatech is scheduled to perform leak detection during the week of September 13-17, 2010. WTMA staff has been using the recently purchased leak detection equipment and several large leaks have been discovered and have been repaired. WTMA staff has also discovered several leaks on customer's service lines that are not metered and those customers were notified that they are required to make repairs.

DEP Groundwater Rule Compliance- S. McCleaf discussed information he read about the upcoming PMAA Convention and how the PMAA advocated Rapid Response as their vendor of choice for the public notification requirement. The Manager explained that PRWA recommended Swift-Reach. The Manager also commented he did research on three different vendors before recommending Swift-Reach, and there is only a one-year contract.

Requisitions

The following requisitions were approved as presented, pending a correction to the date on the Consulting Engineer's Certificate, on an E. Gladhill, J. Blair motion (4-0).

(Sewer) Requisition No. 495- Payment of \$6,105.50 to reimburse WTMA for the ATS Server tape and drive.

(Sewer) Requisition No. 496- Payment of \$2,745.00 to reimburse WTMA for a 6x10 foot trailer from Pen Mar Sales.

(Sewer) Requisition No. 497- Payment of \$1,000.00 to reimburse WTMA for the Old Forge Road Project.

(Sewer) Requisition No. 498- Payment of \$5,495.00 to reimburse WTMA for a Southwell portable sampler.

(Sewer) Requisition No. 499- Payment of \$288.68 to CET Engineering Inc. for the sewer system capacity analysis.

Purchase Request

The Manager presented a purchase request for a Chicago Pump from Kappe Associates that is a replacement pump for the Cold Springs Pumping Station at a cost of \$15,280.00. The purchase request was approved as presented on a D. McCarney, E. Gladhill motion (4-0).

Subdivisions

Levi Plaza- A letter was mailed to Mr. T. Boomer explaining that the WTMA received payment and the plans were mailed to CET Engineering Inc. for review.

Martins Ridge- The maintenance bond was returned to Integrity Bank. This subdivision has satisfactorily met all requirements.

Lindquist II- A letter was mailed to M. Lindquist explaining that the construction bond needs to be renewed.

Henicle- A letter was mailed to M. Henicle explaining that the WTMA will hold the surety bond until construction of the water and/or sewer lines are completed.

There was no Board action required for any subdivisions.

Miscellaneous

Sewer Report- The Manager presented the complete May 2010 Sewer Report. The Board only received the cover sheet at the previous meeting. Lab tests had not arrived in time for O. Benchoff, Wastewater Superintendent to complete his report.

CHAR Newsletter- The Manager briefly discussed the sprinkler system requirements for newly constructed homes that were mentioned in the CHAR newsletter.

Grant Funding- S. McCleaf questioned whether there were any steps that the WTMA could take that would better position it to get grant funding if it became available. The Manager explained that the closer a project was to being 'shovel ready', including design and permits, the better the chances were for grant approval.

Authority Magazine- The Manager briefly discussed the Authority Magazine.

Water Availability- J. Blair asked if the drought has affected availability of water within Washington Township. The Manager replied he has been working with R. Eberly, Water Superintendent and reviewing the WTMA's drought plan if a drought situation would occur. Although DEP is monitoring the situation, there is no drought watch or warning at this time. The WTMA's water levels remain good and we are producing and selling a large amount of water.

Union Contract- E. Gladhill discussed preparation of the upcoming union negotiations and asked the Manager to send a copy of the union contract to D. McCarney.

July 20, 2010 Board Meeting- S. McCleaf announced he will be absent for the July 20, 2010 Board meeting.

Adjourn to Workshop

The Board adjourned to workshop at 10:34 PM on a J. Blair, E. Gladhill motion (4-0).

Complaint Report

The Board reviewed the complaint report.

Adjourn

The Board adjourned at 10:41 PM on a J. Blair, E. Gladhill motion (4-0).

These Minutes were prepared by S. Eck, Administrative Assistant, respectfully submitted this 20th day of July, 2010

E. Gladhill, Secretary/Treasurer