

**WALLACE TOWNSHIP MUNICIPAL AUTHORITY
FEBRUARY 8, 2011**

The Wallace Township Municipal Authority meeting of Tuesday, February 8, 2011, was called to order at 7:00 PM in the Municipal Building by Mrs. D'Angelo.

Members present: Barbara D'Angelo
 Steve DePedro
 David Najim
 Roger Irej

Also in attendance: Steve Riley, Entech Engineering
 J. Keath Fetter, Esq., Swartz Campbell
 Brian Norris, Clean Water, Inc.

REORGANIZATION

Mr. Najim nominated Barbara D'Angelo as Chairman of the Authority for 2011. Mr. DePedro seconded the nomination, and it was unanimously approved.

Mr. Najim nominated Steve DePedro as Vice Chairman of the Authority for 2011. Mrs. D'Angelo seconded the nomination, and it was unanimously approved.

Mrs. D'Angelo nominated Roger Irej as Authority Secretary for 2011. Mr. DePedro seconded the nomination, and it was unanimously approved.

Mrs. D'Angelo nominated Tom McClung as Authority Treasurer for 2011. Mr. DePedro seconded the nomination, and it was unanimously approved.

Mrs. D'Angelo moved to reappoint J. Keath Fetter, Esquire, of Swartz Campbell LLC, as the Authority's Solicitor for 2011. Mr. Najim seconded the motion, and it was unanimously approved.

Mr. Najim moved to reappoint Steve Riley of Entech Engineering, Inc., as the Authority's Consulting Engineer for 2011. Mr. DePedro seconded the motion, and it was unanimously approved.

Mrs. D'Angelo moved to reappoint Robert C. Bezgin as the Authority's Auditor for 2011. Mr. DePedro seconded the motion, and it was unanimously approved.

Mrs. D'Angelo moved to defer appointments to the Engineering and Finance Committees until needed. Mr. DePedro seconded the motion, and it was unanimously approved.

Mrs. D'Angelo moved to reappoint Jan Bednarchik as the Authority's Recording Secretary for 2011. Mr. DePedro seconded the motion, and it was unanimously approved.

Mrs. D'Angelo moved to designate National Penn Bank and Downingtown National Bank as the Authority's depositories and to designate the Chairman and Tom McClung as alternate, secondary signatories on the Authority's bank accounts, with Mrs. Bednarchik serving as the primary signatory. Mr. Najim seconded the motion, and it was unanimously approved.

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Mrs. D'Angelo moved to reestablish the meeting schedule for 2011 on the second Tuesday of the month at 7:00 PM in the Municipal Building. Mr. DePedro seconded the motion, and it was unanimously approved.

PUBLIC COMMENT

None.

MINUTES

Mr. Riley clarified that his suggestion at the December meeting to discontinue tracking water usage at Springton Manor Elementary School regarded EDU purposes only, and that water usage data is still required by the Operator for reporting purposes. Mr. Najim moved to approve the minutes of the December meeting, as corrected. Mr. DePedro seconded the motion and it was unanimously approved. The January meeting was canceled due to inclement weather.

CORRESPONDENCE

1. Clean Water, Inc., dated 1/09/11, re: Operator's monthly report for Glen Moore.
2. Clean Water, Inc., dated 1/09/11, re: Operator's monthly report for Highspire.
3. J. Keath Fetter, Esq., dated 1/08/11, re: Solicitor's monthly report.
4. Entech Engineering, Inc., dated 1/10/11, re: Engineer's monthly report.
5. LTL Consultants, dated 12/28/10, re: request for written clarification of responsibility for inspection of new sewer installations.
6. Entech Engineering, Inc., to DEP, dated 1/24/11, re: transmittal of 2009/2010 Annual Groundwater Monitoring Report for the Glen Moore WWTP.
7. PA Dept. of State, dated 12/15/10, re: Decennial Report of Continued Existence.
8. Clean Water, Inc., dated 1/09/11, re: Operator's monthly report for Glen Moore.
9. Clean Water, Inc., dated 1/09/11, re: Operator's monthly report for Highspire.
10. J. Keath Fetter, Esq., dated 1/08/11, re: Solicitor's monthly report.
11. Entech Engineering, Inc., dated 2/05/11, re: Engineer's monthly report.

TREASURER'S REPORT

The following bills were presented for consideration:

January

- a. Verizon - **\$167.41** for phone @ operations bldgs. (Glen Moore & Highspire)
- b. Clean Water, Inc. - **\$2,275.00** for operator services @ Glen Moore & Highspire (December)
- c. Jan Bednarchik - **\$1,093.38** for secretarial services (December) and reimbursement for postage/supplies
- d. PECO - **\$1,968.08** for electric @ main pump station & Devereux (\$1,063.40) and Highspire (\$904.68)

- e. Analytical Laboratory - **\$815.85** for lab testing @ Glen Moore (\$647.05) and Highspire (\$168.80)
- f. Swartz Campbell - **\$270.00** for legal services (December)
- g. Ink's Disposal Service - **\$1,137.50** for cleaning main & Devereux pump stations; pumping grinder pump tank @ 8 Ashlea Drive; pump EQ & clarifier tank & haul sludge @ Highspire
- h. W. G. Malden - **\$410.75** for calibrating flow meters (Highspire)
- i. PreDOC - **\$1,890.00** for rehabbing tank @ 8 Ashlea Drive
- j. Deckman Electric - **\$4,759.64** for new Hydromatic 3hp grinder pump
- k. G. Bauer Pest Control - **\$83.50** for mosquito treatment @ lagoons
- l. H. A. Thomson Co. - **\$233.00** for public official's bond premium
- m. Wrigley's Office Supply - **\$249.99** for new filing cabinet

TOTAL: \$15,354.10

February

- a. Verizon - **\$159.67** for phone @ operations bldgs. (Glen Moore & Highspire)
- b. Clean Water, Inc. - **\$2,205.00** for operator services @ Glen Moore & Highspire (January)
- c. Jan Bednarchik - **\$742.54** for secretarial services (January) and reimbursement for postage
- d. PECO - **\$1,872.70** for electric @ main pump station & Devereux (\$1,005.01) and Highspire (\$867.69)
- e. Analytical Laboratory - **\$922.65** for lab testing @ Glen Moore (\$54.85) and Highspire (\$867.80)
- f. Entech Engineering - **\$3,614.37** for engineering services (11/27 – 12/31/10)
- g. Swartz Campbell - **\$1,935.00** for legal services (January)
- h. Ink's Disposal Service - **\$1,107.50** for cleaning main & Devereux pump stations; pumping grinder pump tank @ 8 Ashlea Drive; pump EQ & clarifier tank & haul sludge @ Highspire
- i. DynaTech - **\$826.14** for repairs to generator
- j. PreDOC - **\$6,277.50** for rehabbing tanks @ 5 Ashlea Drive, 11 Ashlea Drive, and 21 Marty Close Road
- k. PMAA - **\$390.17** for 2011 membership dues

TOTAL: \$20,053.24

Mr. DePedro moved ratify payment of invoices "a" through "m" for the month of January and to approve invoices "a" through "k" for the month of February as presented. Mr. Irey seconded the motion, and it was unanimously approved.

OPERATOR'S REPORT

Brian Norris of Clean Water, Inc., attended the meeting to give the following report on plant activities for the months of December and January as follows:

Glen Moore WWTP

There were no violations of permit conditions in December or January.

There were two emergency visits in December: 2050 Creek Road (bad float) and 2040 Creek Road (pump reset). PreDOC also refurbished the grinder station at 8 Ashlea Drive. A leaking hub gasket was observed at 10 Marty Close Road. There were two emergency visits in January: 28 Ashlea Drive and 1800 Creek Road. PreDOC refurbished grinder stations at 421 Fairview Road, 5 Ashlea Drive, and 21 Marty Close Road.

Spray irrigation has been limited due to the frigid temperatures. The Operator commented that DEP may need to revise its position on storage and use of freeboard if this extreme winter weather pattern recurs. He also commented that he would normally turn on the aerators next week, but they are ice locked. Therefore, he advised the initial oxygen transfer will be limited, and odor problems may occur if the temperature gets too warm too fast.

DynaTech was called to service the generator when it would not start. A deposit buildup caused a hole in the heater core.

The property owner at 11 Ashlea Drive was notified in writing to raise the vent pipe on his lateral and to install mushroom caps. The Operator will follow-up to make sure the work is done. Mr. Irey expressed concern about the disproportionate number of service calls and rising maintenance costs at Ashlea. The Operator opined that water softeners are causing the equipment to deteriorate prematurely, and mentioned that the entire discharge assembly fell apart when he attempted to pull the pump at 11 Ashlea Drive.

Highspire WWTP

There were no operational problems to report in December. The results for January are incomplete because a sample collection date was missed due to the weather. No problems are anticipated.

The Operator reported some difficulties with the biological process in late December. The cause of the problem is unknown, but the Operator surmised it could have been related to the cold weather or perhaps the discharge of a solvent into the system. The contractors on site were notified that solvents cannot be introduced into the system. Ink's Disposal removed some bio mass from the aeration, and the Operator reintroduced some sludge from the sludge tank, which seems to have corrected the situation.

W.G. Malden calibrated the flow meter, and the flows dropped off afterwards. Malden came back to recalibrate, and the meter is now working accurately.

The Operator previously mentioned that the gutters on the control building were packed with leaves, and they are now frozen solid. Heritage will be notified of this maintenance issue.

SOLICITOR'S REPORT

Mr. Fetter attended the meeting to give the Solicitor's report as follows:

Fourth quarter user fees remain unpaid from Baum and James Trego. Municipal claims will be filed by the end of this week. The claim against James Trego will include the third quarter user fees as well. A delinquent notice was also sent to John Ward, 1970 Creek Road, for the charges assessed against him for the emergency repair of his sewer lateral, which was damaged by a posthole digger last year. Payment is due by 2/28/11. Mr. Irely reported that Mr. Ward no longer resides at this address, and is presently leasing the property. He will contact Mr. Ward to get his new mailing address. The delinquent notice will need to be sent to the new address.

The hearing on the Authority's claim against LTL Consultants took place as scheduled on January 11 before District Justice Cabry. The Judge found in favor of the Authority in the full amount of the claim, \$4,144.19 plus \$138 for filing fees. Ed Latschaw contacted the Authority Secretary and indicated that LTL will remit payment shortly. Mr. Fetter noted that the law does not permit the Authority to recover its attorney's fees.

ENGINEER'S REPORT

Dankanich – There was no activity on this project during the months of December or January. Mrs. D'Angelo noted the planning module was approved by the Board of Supervisors and sent to DEP. An agreement will need to be developed to ensure that neighboring property owners who opt to connect at a later date will pay a tapping fee inclusive of their proportionate share of the costs paid by the original participants to extend the sewer line on Indiantown Road.

Asset Management Plan – Mr. Riley and the Authority Secretary met with Philip Tiewater in December to go over the next step in the planning process. Additional data entries have been entered on the spreadsheet and information was inputted on the effective life, condition assessment, performance and reliability for each improvement. This information was forwarded to Mr. Tiewater for further action. A follow-up meeting will be scheduled in the near future.

Glen Moore Groundwater Monitoring Report – The final report was submitted to DEP on 1/24/11. There has been no response from DEP yet.

Claim against LTL – This was discussed under the Solicitor's report.

2010 Chapter 94 Reports – Entech has begun compiling the operational data from 2010 for development of the Chapter 94 Reports for both Glen Moore and Highspire. Engineering Work Orders were provided to formally authorize Entech to proceed with this work. Mr. DePedro moved to authorize the Chairman to sign the two Work Orders for preparation of the annual Chapter 94 Reports. Mr. Irely seconded the motion, and it was unanimously approved.

OLD BUSINESS

The Grinder Pump Summary prepared by Mr. Riley was supplemented to show those properties that have had multiple grinder pump replacements.

As discussed at the December meeting, Mr. McClung researched the various electric generation suppliers for comparison with PECO and recommended Spark Energy as offering the most competitive rate without a cancellation fee. Spark Energy has confirmed the Authority's enrollment in a Fixed Rate Plan at \$0.0845 per KWh which will expire after 36 billing cycles.

NEW BUSINESS

PreDOC submitted a proposal for refurbishing grinder stations at \$2,180 for a simplex station and \$3,850 for a duplex station. The proposal also offered 24/7 on-call service at \$65/hour during regular business hours (8 AM to 5 PM) Monday through Friday, \$85/hour for emergency service between 5 PM and 8 AM Monday through Friday, and \$105/hour for emergency service on weekends/holidays. Mr. Irely expressed concern about the warranty on labor. Mr. DePedro quoted from the proposal, which reads: "*Parts and labor to be charged after the one year manufacturer's warranty expires.*" Mr. Fetter confirmed that parts and labor are covered for the first year. A copy of the proposal will be signed and returned to PreDOC.

The PA Department of State Corporation Bureau provided a Decennial Report of Continued Existence form to be signed and filed on or before December 31, 2011, to acknowledge the continued existence of the Wallace Township Municipal Authority. Mr. Najim moved to authorize the Chairman to sign the form. Mrs. D'Angelo seconded the motion, and it was unanimously approved. The executed form will be returned along with the filing fee of \$70.

By letter of 12/28/10, John Koch of LTL Consultants requested written clarification of the inspection responsibilities in subdivisions with public sewer systems. Mr. Riley will prepare a response clarifying that the Authority's responsibility for the sewer laterals at Highspire Estates and Brandywine Hill extends from the sewer main in the street to the property line. The sanitary sewer laterals in these two developments were installed when the developments were initially constructed; therefore, the Authority has no further inspection responsibilities for these lots. With regard to the Glen Moore system, the Authority's limit of responsibility begins with the grinder pump on private property and continues from that point to the force main in the street. Inspection of the gravity portion of the sewer lateral from the house to the grinder pump is the Township's responsibility.

The Secretary will contact Rouse/Chamberlin to advise that sump pumps are not permitted to be connected to the public sewer system at Highspire Estates.

Statement of Financial Interests forms are due by May 1.

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Mr. Riley announced that Entech has discussed some restructuring and has asked him to take on more functions within the engineering group. As a result, he would be attending less night meetings with Authorities and another engineer would be assigned to Wallace. He emphasized that Entech appreciates relationships and wants to make sure the Authority is comfortable with the person who would potentially take his role. Matt Boggs has been a project manager for WTMA for about a year now and will accompany Mr. Riley to the next meeting to meet with the board. Mr. Riley assured this will be a slow transition, and he will continue to be a resource to the Authority and to his replacement.

ADJOURNMENT

The meeting adjourned at 8:03 PM. The next meeting is Tuesday, March 8, at 7:00 PM.

Respectfully submitted,

Jan C. Bednarchik
Secretary