

WALLACE TOWNSHIP MUNICIPAL AUTHORITY
AUGUST 14, 2012

The Wallace Township Municipal Authority meeting of Tuesday, August 14, 2012, was called to order at 7:00 PM in the Municipal Building by the Vice Chairman.

Members present: Steve DePedro, Vice Chairman
Tom McClung
Roger Irej

Also in attendance: Matt Boggs, Entech Engineering

PUBLIC COMMENT

Howard Lowman attended the meeting to discuss a matter of what he termed “fairness and equity” regarding the user fee billing for his property. Mr. Lowman, who owns a duplex home at 1971 and 1975 Creek Road, questioned why he was charged two tapping fees and continues to be billed for two user fees each quarter when he has only one grinder pump tank. He said he first posed this question to the Municipal Authority in the early stages of the public sewer system, and was just told that it had something to do with EDUs. Mr. Lowman said he did not pursue the matter any further because the Authority had other pressing matters to deal with at that time. However, now that the user fees will be increasing and Mr. Lowman is newly retired, he is revisiting the issue. He feels that he should have two tanks if he is being charged two user fees. Mr. Lowman went on to say there have never been more than four adults and two children living in the house at any one time, and his pump has never required a service call. Mr. Lowman said he was not asking for a refund, but wants the double billing to stop and to be billed for one EDU going forward.

Mrs. Bednarchik explained that an apartment is considered an EDU, or Equivalent Dwelling Unit, regardless of the number of occupants, and a separate user fee is charged for each EDU. She also advised that Mr. Lowman’s situation is not unique because there are other multi-unit dwellings in the system that share a single grinder pump. It is unclear why some duplex units have their own grinder pumps while others share a single grinder pump, but it is presumed to be because there may have been certain physical limitations and barriers on the lot, such as grade, accessory structures, trees, large rocks, etc., that precluded the installation of separate pumps. Also, if multiple units shared the original on-lot septic system, it would have required additional plumbing at the owner’s expense to divert the wastewater to separate grinder pump tanks for each unit. Mr. Lowman remained steadfast in his position that he should have two pumps if he is being charged for two EDUs. The Authority asked Mr. Boggs to review the original plans to see if it can be determined why a single grinder station was installed on the Lowman property.

MINUTES

On a motion by Mr. Irej, second by Mr. McClung, the minutes of the July meeting were unanimously approved as written.

CORRESPONDENCE

1. Clean Water, Inc., dated 8/12/12, re: Operator's monthly report for Glen Moore.
2. Clean Water, Inc., dated 8/12/12, re: Operator's monthly report for Highspire.
3. J. Keath Fetter, Esq., dated 8/13/12, re: Solicitor's monthly report.
4. Entech Engineering, Inc., dated 8/10/12, re: Engineer's monthly report.
5. Entech Engineering, Inc., dated 8/06/12, re: punch list for dedication of sanitary sewer collection system at Highspire Estates.
6. DNB First, dated 8/13/12, re: commitment for \$300,000 loan
7. PADEP, dated 7/23/12, re: review of the 2011 Chapter 94 Report for the Glenmoore WWTP.
8. PADEP, dated 7/23/12, re: review of the 2011 Chapter 94 Report for the Highspire WWTP.

TREASURER'S REPORT

The following bills were presented for consideration:

- a. Verizon - **\$176.95** for phone @ operations bldgs. (Glen Moore & Highspire)
- b. Clean Water, Inc. - **\$2,410.00** for operator services @ Glen Moore & Highspire
- c. Jan Bednarchik - **\$924.00** for secretarial services (July)
- d. PECO - **\$1,697.96** for electric @ main pump station & Devereux (\$864.20) and Highspire WWTP and pump station (\$833.76)
- e. Analytical Laboratory - **\$1,232.00** for lab testing (Glen Moore & Highspire)
- f. Entech Engineering - **\$3,522.50** for engineering services (6/30/12 – 7/27/12)
- g. Wetzell Gagliardi & Fetter LLC - **\$840.00** for legal services (July)
- h. Ink's Disposal Service - **\$933.00** for cleaning main and Devereux pump stations
- i. G. Bauer Pest Control - **\$903.50** for mosquito & algae treatment @ lagoons
- j. J. Lewis Excavating - **\$285.00** for excavating/repairing spray riser
- k. J.T. Seeley & Co. - **\$127.93** for PC board
- l. W.G. Malden - **\$339.13** for calibrating meters @ Glen Moore & Highspire
- m. Deckman Electric - **\$1,595.00** for rebuilding two 3hp grinder pumps
- n. Wallace Township - **\$1,560.00** for mowing/maintenance (May & June)
- o. Tom McClung - **\$28.62** for reimbursement for copies

TOTAL: \$16,575.59

Mr. McClung moved to approve invoices "a" through "o" above for the month of August, as presented. Mr. Irely seconded the motion, and it was unanimously approved.

OPERATOR'S REPORT

Glen Moore WWTP

There were no violations of permit conditions in July.

There were three emergency visits in July: Springton Manor Elementary (water leak), 1981 Creek Road (stuck float), and 2120 Creek Road (stuck float). The service call at Springton Manor Elementary appeared to be an irrigation line of potable water for the school that was spraying into the air.

Deckman Electric rebuilt the two 3hp pumps for stock.

The lagoons were treated for algae, but have not responded as well as they have in the past. The Operator recommended a second application. The Authority authorized the algae treatment to be repeated.

A broken riser in the spray field was repaired.

Specifications on the influent spray pump were provided to the Authority Engineer.

Highspire Estates WWTP

The plant continues to work well with no operational issues to report.

The Township Road Crew cut back weeds in the stone area inside the fence.

The Operator met with the Authority Engineer to discuss punch list items at the plant.

SOLICITOR'S REPORT

Second quarter user fees remain unpaid on the following accounts: David Larkins, Bryan McDonough, Nancy McDonough, and James Trego. Municipal claims are being filed on these accounts. The Solicitor is also moving forward with execution proceedings on the Nancy McDonough and James Trego liens to list their properties for sheriff's sale.

There has not been much progress toward a definitive agreement with Heritage since the meeting on June 27th to discuss Heritage's plans for completing the remaining work at Highspire in which Steve Riley participated. Heritage's lawyer advised she would be preparing a proposed agreement for consideration by the Township and the Authority, but no further information has been received. Heritage is also supposed to provide its contractor proposals for Mr. Riley's review.

The Supervisors have indicated their agreement to the Authority obtaining a loan of \$300,000 to finance replacement of up to 60 grinder pumps at the present time, with the Authority retaining responsibility for maintenance, repair and replacement of all pumps, new and old. All of the financing and related documents have been revised, including a resolution to be adopted by the Authority at tonight's meeting. The Supervisors are expected to formally approve the project and the loan guaranty at their next meeting on Thursday, August 16.

Mr. Irey commented that the Supervisors are now aware that the Authority is dealing with some chronic delinquencies. The Township Solicitor recommended the name of a collection agency that may be able to assist with delinquent accounts. The Secretary stated that the Solicitor has already initiated collection proceedings against the two customers with seriously delinquent accounts, and the costs of collection will be added to their accounts. Mr. DePedro also commented that the Authority would not want customers to receive harassing phone calls that are typically associated with a debt collection agency.

ENGINEER'S REPORT

Purchase of E-One Grinder Pumps – Approximately 55 grinder pumps have been identified for inclusion in the 2012 replacement project, and the list was provided to the Operator and Authority Secretary for confirmation. A spreadsheet of the selected grinder pumps was prepared. Mr. Boggs will meet with Anthony DiRousso of Site Specific next week to determine whether any special adjustments need to be made for the duplex pump configurations. Mr. Irey suggested asking Mr. DiRousso about Site Specific's protocol for responding to service calls in terms of response time, rates, service plans, etc.

Groundwater Monitoring Report – The 2011-2012 Groundwater Monitoring Report for the Highspire system was prepared. This report needs to be approved by the Authority and submitted to DEP by 8/31/12.

Highspire Estates WWTP – Communication occurred with the Solicitor and Developer regarding the escrow balance and the remaining work to be performed at the treatment plant and the collection system prior to dedication. Entech received the sewer system video and provided review comments in a letter dated 8/06/12. Some deficiencies were noted and corrective measures were identified. In particular, the video showed a pipe exiting one of the manholes was reduced in size from 8" to 6" in diameter as it comes into the influent screen. The review letter notes that it is uncommon for gravity sewer lines to reduce in size as they progress downstream. Therefore, the design engineer needs to be consulted to determine if this reduction in pipe diameter is acceptable, and, if so, a written reply signed and sealed by the design engineer should be provided to the Authority. Mr. Boggs commented that Heritage had Pikeland Construction review the punch list letter issued by Entech and assign dollar values to each item. Pikeland's estimated total of \$5,000 will cover some work on the flow control box and chemical pumps, and the installation of gutter guard. Entech has requested some additional information from Pikeland about the work to be performed and the cost values assigned. The issue of the propane heaters was not satisfactorily addressed. Mr. Boggs explained the developer originally proposed infrared propane units, which were removed because they did not meet Township code. The existing units produce excessive condensation, which has resulted in peeling paint, mildew, and rust. The Operator has been using electric unit heaters in lieu of the propane heaters to reduce this concern. Entech has recommended that replacement heaters be installed if the condensation problem with the propane heaters cannot be resolved. The well pump also remains on the punch list because it experienced two cave-ins since being placed in operation, and the pump setting was subsequently raised to a higher elevation.

Glenmoore WWTP Upgrades – A site visit was held at the treatment plant to review the condition of the plant and to identify projects to be performed within the next year. A meeting was held with the Operator to review items identified in the Asset Management Plan which are coming to the end of their useful life. Items identified included the installation of rip-rap along the banks of the storage lagoon to prevent further erosion, replacement of the treatment plant fencing, the purchase of a replacement spray pump, and new rails and quick disconnect assemblies for the pumps at the main and Devereux pump stations. Mr. DePedro recommended engaging J. Lewis Excavating to install the rip-rap on a time and materials basis to correct the worst areas of erosion. Mr. Boggs will coordinate this work between the Operator and the contractor, and will also obtain pricing on the spray pump, rails and disconnect assemblies for the pump stations, and the fence repairs.

2011 Chapter 94 Reports – DEP issued review letters on the 2011 Chapter 94 Reports for both the Glenmoore and Highspire wastewater systems. The Department has requested maps of additional areas to be sewerred, and reiterated its request for flow meters to record actual annual average and peak instantaneous flows within the collection and conveyance systems. The map submitted for the Glenmoore WWTP will be revised to include the force main extension on Indiantown Road; however, no new sewer areas are proposed for either Glenmoore or Highspire. The Authority maintains its position that flow meters are not necessary because minimal inflow/infiltration enters the collection system, and there would be little benefit from high level flow data to justify the cost and continued maintenance of the flow meters and data loggers.

OLD BUSINESS

Mr. McClung moved to approve Resolution #12-1, a resolution authorizing and directing the issuance of a Guaranteed Sewer Revenue Note, Series of 2012, in an aggregate principal amount of \$300,000 for the purpose of constructing certain capital improvements to the Authority's Glenmoore Wastewater Treatment System. Mr. Irey seconded the motion, and it was unanimously approved.

Mr. DePedro moved to accept the loan commitment letter from DNB First for a term loan in the amount of \$300,000 subject to the terms and conditions specified in the letter dated August 13, 2012. Mr. McClung seconded the motion, and it was unanimously approved.

Mrs. Bednarchik reported that the annual audit is complete, and the final audit report is expected to be presented at the next meeting. The auditor has requested some additional information on the developer escrow accounts in order to finalize the report.

NEW BUSINESS

Jeff Hannum, owner of duplex dwelling at 1811 and 1821 Creek Road, recently advised that his family will be occupying both units as their primary residence as of August 28, 2012. Therefore, he inquired about the possibility of reducing his quarterly invoice to one EDU. Mrs. Bednarchik mentioned that each unit has its own grinder pump, and the property has two separate tax parcel

numbers. Mr. Boggs also noted that the grinder pump serving 1811 Creek Road was replaced in 2011, and the grinder pump serving 1821 Creek Road has been identified for replacement in the upcoming project. The Authority determined the owner would have to direct all plumbing to one tank and abandon the extra tank in order to reduce the number of EDUs, but added that it may be ill-advised to abandon a tank when each unit has its own tax parcel number. However, if the owner wishes to keep both tanks, then he will have to continue paying for two EDUs. The Secretary will contact the owner to discuss his intentions in greater detail.

Mr. Boggs commented that the notice of award and contract agreement for the grinder pump replacement project will be sent to Stan-Roch Plumbing upon confirmation of approval of the loan guaranty by the Board of Supervisors at its meeting on 8/16/12. A preconstruction meeting will be scheduled as soon as the signed contract is received along with the payment and performance bonds and insurance certificate from Stan-Roch. Mobilization is expected to be in late September or early October.

ADJOURNMENT

The meeting adjourned at 7:55 PM. The next regular meeting is Tuesday, September 11, 2012.

Respectfully submitted,

Jan C. Bednarchik
Secretary