# CHESTER COUNTY SOLID WASTE AUTHORITY

## *Combined Work Session & Regular Meeting — Lanchester*

## *December 17, 2009*

1. **Call to Order:** Bob Schoenberger, Chairman, called the December 17, 2009 Combined *Work Session* & *Regular Meeting* of the Chester County Solid Waste Authority to order at 5:30 p.m.

| *Authority Members Present* | *Authority Members Absent* |
|---|---|
| Bob Schoenberger | Peter Knipe |
| Ramsey G. DiLibero | |
| Vince Carosella | |
| Dante W. Renzulli, Jr. Esquire | |
| William H. Shirk | |
| Peter Marroletti | |

| *Management and Staff Present* | *Solicitor* |
|---|---|
| Robert A. Watts | Vincent M. Pompo, Esquire |
| James M. Gorney | |
| Gerald A. Myer | |
| Owen R. Esterly | |
| Terry Devine | |
| Nancy Fromnick | |

2. **Meeting Minutes:** The minutes of the November 20, 2008 *Combined Work Session & Regular Meeting* were submitted for the Board's approval. The Board will act on these minutes at their next meeting in January.

3. **Chairman's Announcements.** (BS)

   The Chairman had no announcements. There were visitors from Honey Brook Community Library and Garden Spot Lacrosse.

4. **Executive Director's Report.** (RAW)

**A. Monthly Activity Report:** Mr. Watts said he would like to highlight a few items in his monthly report in Section 4A. Mr. Watts said he had received a request from Chester County Planning Commission for some pictures of Lanchester for part of their Landscapes2 Report. Mr. Watts said he attended a seminar on alternative final covers and thought we may have an application for the exposed cap material that could have solar panels installed with it. Mr. Watts said he recently spoke with the owner of a contiguous property and he said he will probably be putting his property on the market within a year. This property has an observatory that houses a 16" telescope. Mr. Watts suggested that we could move the observatory to the Scenic Overlook. The Board suggested we might consider leaving it where it is and make it available to schools and other interested parties.

**B. Senior Staff Meeting Memos:** Mr. Watts said the Board members could read the Senior Staff Meeting Minutes contained in Section 4B at their leisure.

**C. Solid Waste News:** Mr. Watts said this section contains an article about Exelon planning to shut down the Cromby Power generation plant in Chester County. The Cromby plant uses coal and natural gas to generate power. Mr. Watts said also in this section is an article on Waste Management's Alliance Landfill (in the Scranton area) and its efforts to become certified by the Wildlife Habitat Council (as Lanchester is also pursuing).

**D. PADEP Press Releases:** Mr. Watts said the first article in this section is concerning the Harrisburg Authority purchasing nutrient credits to comply with Chesapeake Bay mandated discharge limits. Press release indicates that Clinton County's landfill recently had their Environmental Assessment approved for a 16.5 year expansion.

**E. Written Memorandum of Conflict of Interest:** Mr. Pompo explained that he is recommending adopting the attached form for the use by a Board Member if they feel they have a conflict of interest with any issue. Mr. Pompo explained the Public Officials and Employee Ethics Act requires an explanation of a conflict of interest be attached to that meeting's minutes.

**F. November 17th Commissioners Meeting (Executive Session):** Mr. Watts said that this section contains a letter from Mr. Pompo highlighting discussion from that meeting. The Board went into Executive Session at 5:45 p.m. to discuss property purchase and returned to Regular Session at 5:50 p.m.

**G. Chester County Waste Destinations 3rd Quarter:** Mr. Watts said this section contains two graphs that indicate where Chester County's waste has been disposed of for 2009 and 2008. Mr. Watts said the main trend seen by these graphs was that waste generation is down over 15% year to year and that Waste management is taking more waste than was agreed to (a few years back on a temporary basis) and is being disposed of in their landfills in Bucks County.

**H. Chesmont Disposal of Chester County Waste:** Mr. Watts shared with the Board information he had gathered over two days following two of their trucks. Mr. Watts documented with a camera with built in GPS the Chester County locations that the waste was picked up and taken to their Berks County Landfill. Mr. Watts said Ches-Mont Disposal assures him that Lanchester is getting the correct amount of Chester County generated waste because other trucks are picking up routes that contain Montgomery County waste and bringing it to Lanchester.

**I. Granger Energy – Second Amendment:** The Board asked Mr. Watts and Mr. Pompo to review the current agreements they would like to discuss the 2nd Amendment next month.

**J. November 23rd Letter to Honey Brook Township:** Mr. Watts said this is a letter requesting Honey Brook Township to consider in their 537 Plan Update extending the sewer planning area to the County Line along RT 322. The letter also suggests working on an intermunicipal agreement with Salisbury Township to allow sewers to be extended to Lanchester and Baldwin Electric.

**K. Thank You Letters:** The first letter in this section was from the Honey Brook Community Library Director thanking us for the recent donation of a copier. The second note was from the Honey Brook Senior Citizens group thanking us for supporting their Annual Thanksgiving Dinner.

**L. December 7th Letter From Honey Brook Library:** The letter outlined a very tough financial situation for 2010 and how our donation for 2009 made up 16.54% of their revenue.

**M. Proposed Donations for 2009:** Mr. Carosella moved and Mr. DiLibero seconded sending Chester County $750,000.00 as our payment for 2009. As part of this motion they also approved donating $10,750.00 to the Twin Valley YMCA., Honey Brook Township - $25,000.00, Caernarvon Fire Department - $10,000.00. Honey Brook Fire Department - $10,000.00, Honey Brook Ambulance - $10,000.00, Honey Brook Library - $30,000.00, White Horse Fire Department - $10,000.00, Caernarvon Farm Endowment - $12,000.00, Eastern Lancaster School District - $12,000.00, Spartan Lacrosse - $1,485.78, Brandywine Valley Association - $25,000.00, Twin Valley School District - $2,000.00, Pequea Valley School District - $1,000.00, Coatesville Library - $5,000, Eastern Lancaster County Library - $5,000.00. The vote was unanimous.

5. **Operations/Site Development Report.** (GAM)

**A. Monthly Activity Report:** The following is the report for Operations/Site Development.

**Landfill Gas Collection/Odor Control**
Mr. Myer reported the current gas flow is approximately 3150 SCFM through the plant. Due to higher customer demand and the cooler temperatures the engine has not been running.

**Weather**
We received 2.94" of rainfall in the month of November.

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**Compost Site**
We are accepting leaves, skids, and vegetative wood waste.

**Miscellaneous Site Work**
Page 2 has a partial list of the routine work for the month. I will comment on two of the items.

We continue to remove keyway soil from Cell B-1 before trash placement. The soil is either used as cover or stockpiled for future use.

The rain cap is removed a section at a time as flooring continues in Area D-2. After a section is floored bulky waste is placed on top of it to raise the grade to the desired elevation.

**Man-Hours**
Page 3 shows how the man hours were spent for the month.

**Equipment and Current Events**
Rebuild 973C Track Loader undercarriage

Install new tips on the 836H landfill compactor

Information continues to be gathered concerning Lanchester Landfill becoming a certified Wildlife Habitat Site.

**Landfill Inspections**
John Pollock (PADEP) was on site November 19, 2009 for an inspection. A written report from his visit is not available at this time. Mark Mueller, Caernarvon Township Host Community was also on site November 19, 2009 and a copy of his report is included with my report. Joe Cutter (Caernarvon Township Inspectors) was also on site several times during the month and a copy of his report is also attached.

6. **Facility Engineer's Report.** (ORE)

**A. Monthly Activity Report:** The Monthly Engineer's Report for December 2009 was presented to the Board. The following items were included in the verbal report:

- The current Construction Services Contracts are listed in the written report.
- Ludgate Engineering Corporation performed various survey tasks during this report period. The tasks are listed in the written report.
- SCS Engineers participated in the final inspection of the 2009 Landfill Gas System Expansions. They are also assisting with the review of the Record Drawings.
- During this report period, the ARM Group Inc. issued a letter to PADEP concerning the Harms-Benefits analysis. This letter was issued in response to comments received from Caernarvon Township. The ARM Group Inc. also assisted with the review and response to correspondence prepared by Attorney Thomas E. Martin Jr. on behalf of Caernarvon Township.
- During this period a kick-off meeting was conducted regarding the Leachate Treatment Plant Modifications.
- During this report period, a final inspection of the 2009 LFG System Expansions was conducted. At that time the requisite drilling logs and well construction logs were submitted by Drillmore Construction. I am still waiting for Drillmore to submit the finalized Record Drawings. The Certification Report for this construction remains in progress.
- During this report period, Blazosky Associates Inc. provided LFG monitoring services related to EW-312
- During this period, the PADEP Certification Report for the cover system repair work near EW-312 was prepared. The Report has been submitted to PADEP.
- During this period, Burkholder Paving issued a letter confirming their agreement to correct an isolated area of aggregate segregation in the spring. During this period a partial payment application was received. The payment application was reviewed and found acceptable. The Authority is still retaining 10% of the contract amount.
- During this period I issued a Request for Proposals to evaluate the feasibility of extending public sewer and water service to the Authority's property. The Request for Proposals was sent to Ludgate Engineering and Keystone Engineering Group.

**B. Public Sewer & Water Service – Study Phase:** A copy of the December 15, 2009 proposal from Keystone Engineering Group was presented to the Board. It was recommended that the Authority authorize Task 1- Study and Report Phase in the amount of $6,200. A motion to authorize Task 1 was made by Peter Marroletti with a second by Ramsey G. DiLibero. The motion passed.

**C. 2009 Surveying Tasks:** A copy of the Proposal for 2010 Surveying Services was presented to the Board. It was recommended that the Board authorize these services in the amount of $23,000. A motion to authorize the services was made by Bill Shirk with a second by Dante W. Renzulli, Jr. The motion passed. 01 November 10, 2009 Capital Plan Update for the Area D Landfill Units was presented to the Board. The Plan projects that final capacity in Area D will be achieved in April 2015 based on current tonnage and compaction assumptions.

7. **Water Management's Report.** (GAL)

**A. Monthly Activity Report:** Mr. Watts said Mr. Laird is on vacation so he will give his report. Mr. Watts said November was closer to average as far as rainfall with 2.89" recorded. Mr. Watts said December has been very wet so far. The leachate generated for the month was 560,880 gallons with 29% utilization of tanks by the end of the month. We recirculated 140,290 gallons in November and the leachate treatment plant averaged 2,510 gallons per day. The upgrade of the leachate treatment plant project had a kick off meeting on December 9th and construction should be completed early next year.

8. **Compliance Officer's Report.** (TAD)

**A. Monthly Activity Report:** Ms. Devine stated that the quarterly ground water monitoring continues and that there were no radiation alarms since the last meeting. Storm water samples were collected on November 24th, and we are awaiting the results. Ms. Devine also mentioned she and Bob conducted a slide presentation and a site tour for a group from Rustin High School in West Chester.

**B. Groundwater Monitoring Services Project Contract Extension:** A request to extend the current ground water monitoring and lab services contract for the optional fifth year of a contract that was issued in 2006 to Atlantic Coast Laboratories. Mr. Marroletti made the motion to extend the contract for the optional fifth year and Mr. Carosella seconded the motion. The motion was passed to extend the contract for ground water monitoring and lab analytical services by Atlantic Coast Labs for 2010 in an amount not to exceed $85,152.00.

9. **Recycling Coordinator's Report** (NJF)

**A. Monthly Activity Report:** Ms. Fromnick provided a list of meetings and events attended during the past month.

**B. Correspondence: In:** West Bradford Township is in receipt of an approved compost site PBR. Arborganics expects to receive authorization to open the middle of February and Penn Organic has also made application. The Phoenixville compost site will be used as a pilot PBR to determine the DEP restrictions necessary for operating a food waste compost site. There is also a potential DEP food waste education training program to be based on the C.C. master composting training program. The 5 Counties have chosen Clean Venture for the HHW service provider. Sixty-four municipalities have signed on thus far. Ms. Fromnick requested the Board consider rebating the participating municipalities 25% of their 2007 costs. The Board approved the $20,653.44 requested
**Correspondence – Out:** Ms. Fromnick noted the Act 190 reimbursement application submission and the attached DLN article resulting from the Commissioners HHW host site press release. Work has begun on the 2009 Annual Report.

**C. Projects:** We intend to conduct school and university participation in future EPA Recyclemania and Greensylvania competitions.

10. **Business Manager's Report.** (JMG)

**A. November 2009 Monthly Tonnage Report:** Mr. Gorney presented the Tonnage Report for November 2009, indicating that the tonnage of 24,589.29 was 8.3% under budget but was higher than November 2008 by 2.7%.

**B. November 2009 Accounts Receivable:** Mr. Gorney stated that receivables day sales outstanding decreased from 32.85 days in October 2009 to 31.62 days in November 2009. Mr. Gorney stated that the decrease was due to faster payments from several accounts.

**C. November 2009 Financial Statement:** Mr. Gorney presented the Financials for November 2009 stating that we had a gain of $98,736 for the month. Retained Earnings are at $39,618,273. The funds invested totaled $35,593,738.15 at month end. The interest earned in November 2009 was at a rate of 1.11% down from the 1.31% in September 2009. The rate decreased due to the rollover of funds to lower interest rates. Mr. Renzulli made a motion to accept the November 2009 Financials as presented; Mr. Carosella seconded the motion. The motion was carried by a unanimous vote.

**D. November 2009 Vendor Check Register Report:** The Vendor Check Register was presented to the Board. The checks for November 2009 totaled $408,933.20. Mr.

Renzulli made a motion to accept the November 2009 Check Register as presented; Mr. Shirk seconded the motion. The motion was carried by a unanimous vote.

**E. Large Dollar Check Approvals:** Mr. Gorney presented the November 2009 Large Dollar invoices totaling $1,203,334.87 consisting of the attached schedule 10E. Mr. DiLibero made a motion to accept the Large Dollar Invoices as presented; Mr. Carosella seconded the motion. The motion was carried by a unanimous vote.

**F. Collateral Bond Rollover:** Mr. Gorney presented the documents for the rollover of the $822,000.00 U.S. Treasury Note. Mr. Shirk made a motion to approve the Resolution as presented; Mr. Carosella seconded the motion. The motion was carried with a unanimous vote.

**G. Defined Contribution Plan:** Mr. Gorney presented the contribution percentages for the years 2002 through 2008**.** Mr. Shirk made a motion to continue the contribution percentage at 12% for 2009 as presented; Mr. Renzulli seconded the motion. The motion was carried with a unanimous vote.

**H. Financial Plan for 2010:** Mr. Gorney presented the 2009 Budget to the Board. Action on the budget was deferred until the January meeting.

**I. Record Destruction:** Mr. Gorney presented the listing of records (Schedule 10H) to be disposed of under the Municipal Records Act of January 18, 1968(P.L. 961, No. 428). A resolution was presented for approval of the destruction of the records as listed. Mr. Renzulli made a motion to approve the Resolution for the final disposition of Records under the Municipal Records Act of January 18, 1968(P.L. 961, No. 428) as presented; Mr. Carosella seconded the motion. The motion was carried with a unanimous vote.

**J. Insurance Renewal Summary: January 1, 2009:** Mr. Gorney presented Schedule 10J for the Boards review. The policies decreased by 14.1% from 2009 rates. Mr. Marroletti made a motion to accept the Insurance Renewals as presented; Mr. DiLibero seconded the motion. The motion was carried with a unanimous vote.

The meeting was adjourned at 7:21.

Prepared by,
Peggy A. Cunius