

CHESTER COUNTY SOLID WASTE AUTHORITY

Combined Work Session & Regular Meeting — Lanchester

December 16, 2010

1. **Call to Order:** Bob Schoenberger, Chairman, called the December 16, 2010 Combined *Work Session & Regular Meeting* of the Chester County Solid Waste Authority to order at 5:30 p.m.

Authority Members Present

Bob Schoenberger
Ramsey G. DiLibero
Vince Carosella
William H. Shirk
Peter Marroletti

Authority Members Absent

Peter Knipe
Carmen Battavio

Management and Staff Present

Robert A. Watts
James M. Gorney
Gary Laird
Owen R. Esterly
Terry Devine
Nancy Fromnick

Solicitor

Vincent M. Pompo, Esquire

2. **Chairman's Announcements/Public Comments:**

The Chairman had no announcements. Derek Reese and Teresa Shuman of the Lancaster County Conservancy were here to make a presentation on the Welsh Mountain Nature Preserve. Mr. Smith, a neighbor from Friendship Drive, was in attendance to hear the discussion on the Property Value Protection Plan.

3. **Meeting Minutes:** Mr. Carosella moved and Mr. Marroletti seconded that the minutes of the November 18, 2010 *Combined Work Session & Regular Meeting* be approved. The vote was unanimous.

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 the first piece of correspondence received this month was a unilateral permit modification by PADEP to add oil and gas residual waste material to our permit. Mr. Watts said this is the first time in his experience that the regulators added a waste class to a permit without us asking. Mr. Watts said we had the kickoff meeting with CivicPlus to start the design of our new website. The new website is scheduled to be up and running in early March.

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. New Articles: Mr. Watts said this section contains an article about West Chester Borough waste fees and taxes. Mr. Watts said there was an article in today's *Daily Local News* that the Borough Council decided to raise taxes 20% and continue waste collection and recycling as they are currently doing rather than go to an 8% tax increase and a \$4.00 pay as you throw waste plan. This section also included the advertisement from East Fallowfield Township on how their waste collection and recycling program will change this month. They are going to weekly curbside collection of 96 gallon waste containers and every other week recycling collection in township provided containers. Mr. Watts said there was also an article concerning planting trees on a Shrewsbury Massachusetts landfill.

D. Draft Area E Host Municipality Agreement: Mr. Schoenberger asked the Board Members to look over the agreement for discussion next month.

E. County Designating More Responsibility to Authorities: Mr. Watts said this section contained a letter from the Chester County Commissioners. The letter to the PADEP stated the County's desire as provided for in the delegation agreement the County has with the two Authorities that future PADEP solid waste related review materials to be copied to the Authorities and not to the County Health Department. The only exception to this is when the Authorities have applications into the PADEP these materials will still be sent to the Health Department for their review.

F. Thank You Letter: Mr. Watts said that this section contains a letter from Caernarvon Fire Department thanking the Authority for not charging them for eight loads of material from the demolition of a house they bought next to the firehouse to expand their parking.

G. Property Value Guarantee Program: Mr. Watts said this section contains a policy he would like the Board to adopt. Mr. Watts said in the poor housing market he is concerned the Authority will be forced to buy many more houses. He said Friendship Drive is of particular concern since this development contains 19 homes and we already own six. He said there are three more currently listed for sale and has heard from others that they might put their Friendship Drive on the market soon. Mr. Watts said there are three parts to his suggested policy. The first part would be to give everyone covered by the Area D Property Value Guarantee Program a date of December 31, 2014 as an end date of this program. The Board said they wanted to defer this discussion until next month but said they would certainly be in favor of providing at least a year's notice to property owners that this program is ending.

H. Suggested Donations 2010: Mr. DiLibero moved and Mr. Carosella seconded sending Chester County \$200,000.00 as our fourth quarterly payment for 2010. As part of this motion they also approved donating \$5,700.00 to the Twin Valley YMCA., Honey Brook Township - \$10,000.00, Honey Brook Borough - \$5,000.00, Caernarvon Fire Department - \$10,000.00. Honey Brook Fire Department - \$10,000.00, Honey Brook Ambulance - \$10,000.00, Honey Brook Library - \$25,000.00, White Horse Fire Department - \$10,000.00, Caernarvon Farm Endowment - \$12,000.00, Eastern Lancaster School District - \$12,000.00, Spartan Lacrosse - \$1,500.00, 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, Welsh Mountain Nature Preserve - \$5,000.00, Vagabond Acting Troupe - \$5,000.00. The vote was unanimous.

I. Sewer & Water Line Extensions: Mr. Watts said Mr. Knipe had asked him for justification for this \$3,000,000 budget item. Mr. Watts said this section contained a memo from him on justification of this project and one page from the Feasibility Report that indicated the pay back for the sewer line was nine years from their calculation.

J. Customer Letter: Mr. Watts said this section contains a draft letter he plans to send to customers. This letter includes the price adjustments that are in the proposed budget and an update on the Chester County Designated Site Ordinance and the State of PA's Covered Devices Recycling Act. The Board directed Mr. Watts to give the customers at least 30 days notice of the price changes.

K. By-Pass Policy: Mr. Carosella moved and Mr. DiLibero seconded adopting the By-Pass Policy as presented in this section. The vote was unanimous.

5. **Operations/Site Development Report.**

A. Monthly Activity Report: Mr. Watts said there have not been significant changes to the landfill gas project - the landfill gas flow has been steady and close to 3,000 cfm. He said Granger Energy continues to operate one or two of the generators based on landfill gas availability. We recorded 2.52" of rain in November. We had our wood chipping contractor on site last month and he recycled almost 1,500 tons of material. We have completed the installation of new tips on our landfill compactor wheels. Ms. Nichols has added a Section 9 to this report so the Board will have a monthly report on our activities with wildlife and livestock.

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

A. Monthly Activity Report: The Monthly Engineer's Report for December 2010 was presented to the Board. The following items were presented in the verbal report.

- The *Area D, Cell 2 LFG System Expansion* remains in the design phase. There is no construction activity to report.
- The monthly activities for Ludgate Engineering Corporation are listed in the Report.
- A Request for Proposals (RFP) for the *Area E, Stages 1A, 1B and 2 Design Phase Services* was prepared. The RFP has been sent to the ARM Group, Sanborn Head and Associates, and Weston Solutions. The proposals are due on January 14, 2011.
- An RFP for the preparation of an update to the Authority's *Landfill Landscape and Woody Vegetation Plan* was prepared during this period. The RFP was sent to the ARM Group, Barton & Loguidice and SCS Engineers. The proposals are due on January 14, 2011. A copy of the woody vegetation plan drawing prepared during the year 2000 is currently on display in the Board room. SOQs for this work were also requested and received and reviewed during this period.
- A copy of the draft permit application for the *Closure Turf™ Demonstration Project* has been delivered and remains under review. Communications with the ARM Group were ongoing during this period.
- A copy of draft *Public Sewer and Water System Extensions* design documents were received and remain under review.
- During this report period a number of emails were exchanged concerning the *Flare Relocation* design phase schedule. It is reported that Ganger Energy's consultant, CPL Systems will complete the draft electrical and instrumentation design by January 17, 2011.
- A copy of John Oren's letter dated December 13, 2010 regarding the Area E permit application was attached to the Report.

B. Area E, Stages 1A, 1B and 2: A copy of the Area E Construction Cost Estimate was presented to the Board. Stages 1A, 1B and 2 of the project need to be completed before the end of 2013.

C. Woody Vegetation: Request for Proposals: A copy of the RFP for Woody Vegetation and Landfill Landscape Planning dated December 13, 2010 was presented to the Board.

D. ARM Group Inc. – Monthly Status Report: A copy of the Monthly Status Report from the ARM Group dated December 14, 2010 was presented to the Board for review.

E. Geosyntec Consultants – Project Status Report: A copy of the Project Status Report from Geosyntec Consultants dated December 13, 2010 was presented to the Board for review.

F. SCS Engineers – Flare Station Relocation: A copy of Progress Report No. 6 from SCS dated December 14, 2010 concerning the Flare Station Relocation was presented to the Board for review.

G. SCS Engineers – Cell D2 LFG System: A copy of the Progress Report No. 1 from SCS dated December 14, 2010 concerning the Cell D2 LFG Collection System Design was presented to the Board for review.

H. 2011 Surveying Services: A copy of the proposal for 2011 Surveying Services was presented to the Board for review. It was recommended that Board authorize Ludgate Engineering to perform these services in the amount of \$23,115. A motion for this authorization was made by Peter Marroletti with a second by Vince Carosela. The motion passed.

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

A. Monthly Activity Report: The following is the report for Water Management.

NOVEMBER HIGHLIGHTS:

- November 2010 landfill leachate 715,368 gallons (includes gas condensate)

Leachate by area breakdown:

Area C 123,663 gallons

Area B 85,578 gallons

Area D-1 147,568 gallons

Area D-2 239,657 gallons

Area D-3 93,724 gallons

Granger gas condensate 25,178 gallons

2010 Year to date landfill leachate metered 7,783,220

- November 2009 landfill leachate 604,485 gallons
- November 2010 Rainfall 2.50”

LEACHATE INVENTORY UPDATE: (As of December 1, 2010)

T-101 Leachate Storage Tank	- 532,500 gallons	capacity – 850,000 gallons
T-115 Leachate Storage Tank	- 500,000 gallons	capacity – 850,000 gallons
<u>T-100 Equalization Tank</u>	<u>- 90,000 gallons</u>	<u>capacity – 110,000 gallons</u>
Total Leachate Inventory	- 1,122,500 gallons	capacity – 1,810,000 gallons

Total percent of storage utilized - 60 %

LEACHATE COLLECTION SYSTEMS

Currently the Leachate collection system is 100% operational.

RECIRCULATION SYSTEM

- 201,200 gallons was recirculated during the month of November 2010. Recirculation for the month was into the leachate blankets and trenches.

Recirculation to date: 12/1/2010

<u>Trench #</u>	<u>Recirculated (gal)</u>	<u>Maximum (gal)</u>	
A	-----	-----	This Trench is closed
B	-----	-----	This Trench is closed
C	1,470,041	1,888,720	
D	1,425,802	1,783,398	
E	1,459,839	2,631,930	
F	2,865,430	3,682,875	
G	2,965,264	5,066,750	
<u>H</u>	<u>1,170,198</u>	<u>5,687,500</u>	
Total	12,514,565 (gal)	21,681,836 (gal)	

Remaining Trench Capacity – 9,167,271 gallons

<u>Blanket #</u>	<u>Recirculated (gal)</u>	<u>Maximum gallons/year</u>
1	399,286	1,250,000
2	385,591	1,250,000
3	389,864	1,250,000
4	405,911	1,250,000
Total	1,580,652 (gal)	5,000,000 (gal)

LEACHATE TREATMENT PLANT (UFRO SYSTEM)

- The UFRO Treatment System is currently operational and is performing well. The UF system is operating at an average of 8.9 gpm and the RO system is operating at an average flow rate of 8.5 gpm. The plants 28 day average is approximately **4,100 gpd.**

The RO unit produced – **114,796** gallons of permeate during the 28 day period

MONTHLY COST ESTIMATE	\$4,605.64
Monthly Electric	\$2,831.96
Total	\$7,437.60
Cost Per Gallon	\$0.06

RO Permeate Production 28 Day Period

GROUND WATER INVENTORY UPDATE: 12/1/2010

- Ground Water Storage Pond – 624,000 gallons 78 % of capacity
- The Ground Water Storage Pond maintained a manageable level during November 2010.
- Total Ground Water received for November 2010 – 64,363 gallons.

NPDES PERMIT COMPLIANCE –

NPDES PERMIT DMR PA 0082791 for Outfall 001 CONESTOGA RIVER dated December 2003 – The NPDES DMR Outfall 001, 100 and Outfall 101 for October 2010 will report full compliance with the new 2009 NPDES Permit. All Monitored Parameters were below required discharge limits. 0 gallons from the effluent equalization tank (Outfall 100) of treated permeate and 358,800 gallons of groundwater (Outfall 101) was discharged to (Outfall 001). A total of 358,800 gallons was discharged to the Conestoga River (Outfall 001) during November 2010.

8. Compliance Officer’s Report. (TAD)

A. Monthly Activity Report: Ms. Devine reported that the fourth quarter ground water monitoring had been completed and that closes out that five-year contract for that work. Golder Associates has been assisting with technical specifications to be used in an RFP for ground water monitoring services in 2011.

Ms. Devine reported that there were two radiation alarms since the last meeting. Both loads were residential waste and the radioactive isotope was I-131 in both loads. Both loads were landfilled.

Ms. Devine informed the Board that most of her time in the past month had been spent reviewing analytical data for additional soils from the Imperial Oil Site and preparing RFP documents for the ground water monitoring services project.

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

A. Monthly Activity Report: Ms. Fromnick provided a list of meetings and events attended during the past month. Meetings highlighted: The Wallace Township EAC Meeting to discuss possible recycling collection and the Chester County Intermediate Unit to review trash/recycling bid specifications for the County school districts contract.

B. Correspondence: Among the items listed, Ms. Fromnick commented that the Chester County Night School partnership has expressed interest in providing additional Master Composting Training Classes at other adult school night locations. The solicitations for contest donations has been successful.

C. Projects: Work has begun on the 2010 Annual Recycling Report. In reference to the HHW program, Fromnick asked the Board to consider, as they have generously done in the past, refunding the 43 participating Lanchester municipalities 25% of their 2008 costs. The amount requested is \$24,278.52. Vince Carosella was first to approve, seconded by Bill Shirk and unanimously approved.

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

A. November 2010 Monthly Tonnage Report: Mr. Gorney presented the Tonnage Report for November 2010, indicating that the tonnage of 25,076.79 was 1.4% under budget but was higher than November 2009 by 2.0%.

B. November 2010 Accounts Receivable: Mr. Gorney stated that receivables day sales outstanding increased from 33.69 days in October 2010 to 34.40 days in November 2010. Mr. Gorney stated that the decrease was due to slower payments from several accounts.

C. November 2010 Financial Statement: Mr. Gorney presented the Financials for November 2010 stating that we had a gain of \$461,745 for the month. Retained Earnings are at \$43,685,283. The funds invested totaled \$40,554,961 at month end. The interest earned in November 2010 was at a rate of .056% even with the 0.56% in October 2010. Mr. Carosella made a motion to accept the November 2010 Financials as presented; Mr. Marroletti seconded the motion. The motion was carried by a unanimous vote.

D. November 2010 Vendor Check Register Report: The Vendor Check Register was presented to the Board. The checks for November 2010 totaled \$1,202,075.56 Mr. Carosella made a motion to accept the November 2010 Check Register as presented; Mr. DiLibero seconded the motion. The motion was carried by a unanimous vote.

E. Large Dollar Check Approvals: Mr. Gorney presented the December 2010 Large Dollar invoices totaling \$776,483.71 consisting of the attached schedule 10E & 4I. Mr. Carosella made a motion to accept the Large Dollar Invoices as presented; Mr. DiLibero seconded the motion. The motion was carried by a unanimous vote.

F. Resolution For 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. Carosella 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. Shirk seconded the motion. The motion was carried with a unanimous vote.

G. Contribution Plan Pay Out for 2nd Half 2010: Mr. Gorney presented the contribution percentages for the years 2002 through 2009. Mr. Marroletti made a motion to continue the contribution percentage at 12% for 2010 as presented; Mr. Shirk seconded the motion. The motion was carried with a unanimous vote.

H. Insurance Renewal Summary: Mr. Gorney presented Schedule 10H for the Boards review. The policies increased by 1.01% from 2009 rates. Mr. DiLibero made a motion to accept the Insurance Renewals as presented; Mr. Marroletti seconded the motion. The motion was carried with a unanimous vote.

J. Financial Plan For 2011: The Financial Plan for 2011 was presented. Mr. Carosella made a motion to accept the 2011 Financial Plan as presented; Mr. Marroletti seconded the motion. The motion was carried by a unanimous vote.

The meeting was adjourned at 7:40.

Prepared by,
Peggy A. Cunius