

CHESTER COUNTY SOLID WASTE AUTHORITY

Combined Work Session & Regular Meeting — Lanchester

March 20, 2014

- 1. Call to Order:** Bob Schoenberger, Chairman, called the March 20, 2014 *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
Peter Marroletti
E. Joel Martin

Authority Members Absent

Peter Knipe

Management and Staff Present

Robert A. Watts
Mike Magrann
Owen Esterly
Gary Laird
Teresa A. Devine
Nancy Fromnick

Solicitor

Mark Thompson, Esquire

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

The Chairman had no announcements.

- 3. Meeting Minutes:** Mr. Marroletti moved and Mr. Carosella seconded the approval of the minutes of the *Work Session Meeting* of February 20, 2014 and the *Regular Meeting* of February 27, 2014. The vote was unanimous.

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

Mr. Watts said before he discussed his monthly report he wanted to give an update on landfill gas related activities. He said the Granger Energy's engine that was not involved in the December fire was back on line about two weeks ago. The second engine was started up on Tuesday, but backfired and needed repairs to the exhaust system. They hope to have it back on line by next week. The landfill gas flow has increased and we are planning to have a contractor install a new landfill gas collection header in the next few weeks that should allow for more gas to be collected from the Area B Landfill.

A. Monthly Activity Report: Mr. Watts said we have been contacted by many groups for tours and have already had a few groups in for tours. Mr. Watts said he and Mr. Schoenberger had traveled to Baltimore to the corporate headquarters of ThermoChem Recovery International to attend a presentation on their gasification system. He and Mr. Schoenberger plan to visit their pilot plant in North Carolina next month. Mr. Watts said his information on the rental properties this month came from our rental agent. Mr. Watts said he and Mr. Magrann are attempting to fill in some data gaps and will have a more complete report next month on our rental properties.

B. Senior Staff 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 the lead article in this section was concerning the CCSWA Charter Change which is with the Chester County Commissioners for approval. The second article in this section was concerning Covanta entering the organic waste recycling business.

D. Correspondence: Mr. Watts said this section contains a copy of thank you letters from Honey Brook Borough Police Department, Lancaster Farmland Trust and the Honey Brook Community Library. The last letter in this section was from our property insurer commenting that they had a good tour and review of our property and equipment.

5. Operations/Site Development Report.

A. Monthly Activity Report: Mr. Watts said most of the activities for the month were routine. He said we recorded 0.86” of rain for the month, but our rain gauge was not repaired until recently so this number is not accurate. The landfill gas flow has been averaging around 2,750 cfm. We did have some wood from the compost area recycled in February and the bulk of the wood and leaves were processed in March. We are planning the leaf compost give away day this Saturday, we are also holding a free document destruction event the same day. Our two GPS displays on the compactors were replaced as budgeted. We hauled out 26 tons of HDPE plastic cap material for recycling in February and more in March. We plan to build a Monarch butterfly Waystation this year and add three bee hives. Mr. Watts said this month the cost to cover waste was high because we did not receive any ADC in February. We also had some road repairs and built a new road for the new lift of waste. Mr. Watts said new this month are a graphs showing the hours and tasks for contract labor, gallons of fuel used per ton of waste received and overtime hours for Operations. Mr. Watts said this section also included the inspection reports from PADEP and Caernarvon Township. Mr. Watts said there were no violations or areas of concern in the inspections.

6. Facility Engineer's Report. (ORE)

A. Monthly Activity Report: The Monthly Engineer's Report for March 2014 was presented to the Board. The following items were discussed.

- During this period, the Contractor, Severson Environmental Services (SES) indicated that abnormal weather conditions (including existing snow cover) may limit work progress during the month of March. On or about March 12, 2014, SES submitted an updated progress schedule. The new schedule appears to defer many work tasks that were to be performed during March by another two to three weeks. For example, the Cell D3 Alternative Final Cover restart date has been shifted from March 17 to March 31, 2014. The Milestone #1 completion date has been shifted from April 15 to May 15, 2014.
- Construction work on Area E, Stage 2 performed during this during included modifications to the existing landfill collection system. Work on erosion and sedimentation controls was ongoing during the period. The MSE wall remained in a winter weather shutdown during the period. Work on the MSE wall is now scheduled to restart on March 31, 2014.
- During this period, Ludgate Engineering delivered their findings concerning the test pit excavations next to the Shirk property. The findings for the use of infiltration beds appear favorable. Conceptual design and planning phase services for the infiltration bed began during this period. The annual report survey calculations were adjusted in response to comments.
- During this period, SCS Engineers was asked to assist with the odor investigation of the Area D landfill unit. Based on the investigation it was determined that landfill gas generation has increased within the Area D landfill unit. The additional quantity of landfill gas has exceeded the capacity of the existing 8" diameter header pipe. Additional vacuum is needed to control the landfill gas odors. The addition of a new 12" header pipe is the proposed solution. SCS Field Services was asked to furnish a proposal to install the new header. Quotations for the pipe materials were obtained from three different vendors.
- During this period the new aerial photograph was dry mounted for display purposes.
- The remainder of the report was presented for the Board's review at their convenience.

B. Area E, Stage 2 & Alternative Final Cover-Construction Progress Report: ARM's Monthly Construction Progress Report dated March 13, 17, 2014 concerning Area E, Stage 2 and the Alternative Cover System was presented to the Board. The report provides additional details regarding the work tasks performed by SES during that period. Payment Application #8 was submitted during this period in the amount \$873,598 with a balance to finish (including retainage) of \$8,481,409. This application includes stored materials in the amount of \$691,330. Photographs of construction progress during the period were attached. A graph showing the percent of work complete over time was also attached to the report.

C. ARM Group – Monthly Status Report: The Monthly Status Report from the ARM Group dated March 13, 2014 was presented to the Board for review. During this period most of ARM’s efforts were again predominantly devoted to the inspection and CQA tasks.

D. SCS Engineers – Monthly Status Report: The Monthly Progress Report from SCS Engineers dated March 10, 2014 was presented to the Board for review. Services during this period included assistance with the recent odor complaints and the addition of a supplemental header.

E. SCS Field Services Proposal: A copy of the draft proposal from SCS Field Services to Granger Energy dated March 13, 2014 for furnishing and installing the supplemental header was presented to the Board. The proposal is in the amount of \$55,261.

F. Tensar – Non-Payment Notification: A copy of the letter dated March 14, 2014 from Tensar regarding and outstanding balance for geogrid materials was presented to the Board. A copy of this letter was furnished to SES on or about March 19, 2014. In response, SES indicated that a check will be issued this week.

G. Milestone #2 – Contract Time Extension Request: A copy of the contract time extension request from SES dated March 17, 2014 was presented to the Board. Three additional weeks are requested for the completion of Milestone #2 due to abnormally cold weather and above average snowfall amounts. Input from the Board was requested. The Board indicated that the request will be considered after work resumes on Milestone #1.

7. Water Management’s Report. (GAL)

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

FEBRUARY HIGHLIGHTS:

- February 2014 landfill leachate 1,165,774 gallons (includes gas condensate)

Leachate by area breakdown:

Area C 278,382 gallons

Area B 267,836 gallons

Area D 511,079 gallons

Municipal site 105,203 gallons (calculated)

Granger gas condensate 3,274 gallons

- February 2013 landfill leachate 402,838 gallons
- February 2013 Rainfall 1.94”
- February 2014 Rainfall 1.03”

LEACHATE STORAGE UPDATE: (As of March 17, 2014)

| | | |
|-------------------------------|--------------------------|------------------------------------|
| T-101 Leachate Storage Tank | -455,000 gallons | capacity – 850,000 gallons |
| T-115 Leachate Storage Tank | -427,500 gallons | capacity – 850,000 gallons |
| T-100 Equalization Tank | - 50,000 gallons | capacity – 110,000 gallons |
| Total Leachate Storage | - 932,500 gallons | capacity –1,810,000 gallons |

Total percent of storage utilized - 50 %

LEACHATE COLLECTION SYSTEM:

- Currently the Leachate collection system is 100% operational. Monthly maintenance is being performed, cleaning strainers and impellers on pumps and paddle wheels on flow meters. We are noticing faster sludge build up around the pumps in both the slope risers and wet wells. This is most likely due to recirculation.
- Data including leachate levels, pumping rates, and flow totalizer numbers are collected Daily Monday through Friday.
- Bi-annual Preventative Maintenance is performed by Lee Supply Company Field Technician. All pumps are pulled, cleaned and reinstalled. Readings are taken such as volts and amperage under load. A report of findings is supplied.

RECIRCULATION SYSTEM

- 234,300 gallons was recirculated into the recirculation blankets during the month of February 2014.

Recirculation to date: 3/1/2014

| <u>Trench #</u> | <u>Recirculated (gal)</u> | <u>Maximum (gal)</u> |
|-----------------|---------------------------|-------------------------|
| E | 1,793,912 | 2,631,930 |
| F | 3,130,621 | 3,682,875 |
| G | 3,263,425 | 5,066,750 |
| H | 1,366,965 | 5,687,500 |
| Total | 14,283,692 (gal) | 21,681,836 (gal) |

Remaining Trench Capacity – 7,472,834 gallons

| <u>Blanket #</u> | <u>Recirculated (gal)</u> | <u>Maximum gallons/year</u> |
|------------------|---------------------------|-----------------------------|
| 1 | 54,315 | 1,250,000 |
| 2 | 57,400 | 1,250,000 |
| 3 | 57,910 | 1,250,000 |
| 4 | 64,675 | 1,250,000 |
| Total | 234,300 (gal) | 5,000,000 (gal) |

LEACHATE TREATMENT PLANT (UFRO SYSTEM)

The UFRO ran 22 days during February. The plant processed 56,370 gallons during this month. This was an average of 2,562 gpd.

LEACHATE HAULING to off-site POTW

A total of 364,500 gallons were hauled off site for disposal during the month of February 2013.

GROUND WATER INFLOW/STORAGE UPDATE: 3/17/2014

- Ground Water Storage Pond – 586,000 gallons 73 % of capacity.
- The Ground Water Storage Pond Outfall 101 maintained a manageable level during February 2014. 0 gallons discharged during February. However discharge from the pond began in March.
- Total Ground Water received for February 2013 – 93,593 gallons.

NPDES PERMIT COMPLIANCE:

NPDES PERMIT DMR PA 0082791 for Outfall 001,100, and 101 CONESTOGA RIVER dated November 27, 2009 – The NPDES DMR Outfall 001, 100 and Outfall 101 for November 2011 has reported full compliance with the 2009 NPDES Permit. All Monitored Parameters were below required discharge limits. 0 gallons from the effluent equalization tank (Outfall 100) of treated permeate and 0 gallons of groundwater (Outfall 101) Ground Water Storage Pond, was discharged to (Outfall 001). A total of 0 gallons was discharged to the Conestoga River (Outfall 001) during February 2013.

8. Compliance Officer's Report. (TAD)

A. Monthly Activity Report: Ms. Devine reported that the first quarter ground water monitoring had begun but then was delayed in mid-February due to weather. The lab has one more well to sample, as it was still inaccessible last week. They are scheduled to be out next week to finish.

Ms. Devine reported that there were three radiation alarms in the past month. All loads were landfilled and the isotopes were TC-99m in two loads and I-131 in the other.

Ms. Devine also reported that a draft of the Title V renewal permit was received and reviewed by staff and SCS Engineers. Comments on the draft permit were submitted to DEP.

Ms. Devine reported there was an odor complaint received from the owner of September Farm on March 3rd. Ms. Devine and Ms. Watts both spoke with her regarding our efforts to control odors.

The DRAS (delisting risk assessment software) runs were submitted to the DEP. An email was received from DEP notifying us that they have the information and are reviewing it. If we are successful in getting the IU site leachate delisted we would be able to manage it as non-hazardous waste.

Ms. Devine reported that she had back and forth emails with David Linton at DEP/Dept. of Safe Drinking Water that resulted in reduced monitoring requirements for the radiologicals at the maintenance building.

Ms. Devine also reported that she took DEP inspectors on a site inspection on February 20, 2014. The report was attached in Section 5 of the Board books.

Ms. Devine also mentioned that she assisted with a couple of site tours in the past month.

Ms. Devine discussed the results of the 4th quarter ACT 101 sampling and the one MCL exceedence, and showed a trend plot of that parameter over time. Concentrations have been trending down.

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

A. Monthly Activity Report: A list of meetings and events attended during the past month was provided. Of the items listed Ms. Fromnick commented on her attendance at the DEP Covered Device Recycling Act Meeting attended by OEM's, recyclers, processors, PROP and a few selected county coordinators. Ms. Fromnick also meet with Commissioner Costello to discuss issues concerning the County Office Recycling Program, attended the New London Township Meeting to review their draft ordinance, met with Eagle Disposal and held the first master composting class attended by 82 with a waiting list for next year.

B. Correspondence: In – From the list provided it was noted the updated New London Township ordinance will get DEP approval and East Nottingham draft is still deficient. Ms. Fromnick also prepared the Health Department cover letter for the distribution of 2013 HHW grant municipal rebates.

Out – A list of items was provided: Ms. Fromnick commented on the Republic Services request of the CDRA law, the HHW schedule for Juvenile Probation support and a Health Department restaurant report reminder.

C. Projects: Ms. Fromnick provided a list of projects.

D. Attachments: Ms. Fromnick provided 5 attachments, the first showing the comparison of HHW and electronic poundage collected at the 2013 HHW Events and the second showing the dramatic quantity of TV's and monitors collected at the CCSWA drop-off compared to computers and peripherals. Fromnick went on to explain the complicated issues presented by adherence to the CDRA law.

10. Business Manager's Report. (JMG)

A. February 2014 Monthly Tonnage Report: Mr. Magrann presented the Tonnage Report for February 2014, indicating that the tonnage of 19,349.66 was 4.3% under budget and was lower than February 2013 tonnage received by 5.0%. Mr. Magrann stated that the February 2014 Y-T-D tonnage received was 3.0% lower than the February 2014 Y-T-D budgeted tonnage and 6.8% lower than the February 2013 Y-T-D actual tonnage.

B. February 2014 Accounts Receivable: Mr. Magrann stated that receivable days outstanding increased from 37.51 days in January 2014 to 41.47 days in February 2014.

C. February 2014 Financial Statement: Mr. Magrann presented the Financials for February 2014 stating that we had Net Income of \$274,006 for the month which was 10.1% below what was budgeted for the month. Retained Earnings at the end of February 2014 were at \$58,233,648. The funds invested totaled \$42,510,242.77 at month end. The interest earned in February 2014 was at a rate of 0.14% compared to 0.14% in January 2014. Mr. DiLibero made a motion to accept the Financial Statements as presented; Mr. Martin seconded the motion. The motion was carried by a unanimous vote.

D. February 2014 Vendor Check Register Report: The Vendor Check Register for February 2014 was presented to the Board. The checks totaled \$473,669.47. Mr. DiLibero made a motion to accept the Check Register as presented; Mr. Martin seconded the motion. The motion was carried by a unanimous vote.

E. Large Dollar Check Approvals: Mr. Magrann presented the March 2014 Large Dollar Invoices totaling \$1,155,641.22 per the attached schedule 10E. Mr. DiLibero made a motion to accept the Large Dollar Invoices as presented; Mr. Martin seconded the motion. The motion was carried by a unanimous vote.

F. Collateral Bond Rollover: Mr. Magrann presented a request to approve a DEP Collateral Bond Replacement in the amount of \$1,412,000. Mr. Marroletti made a motion to accept the DEP Collateral Bond Replacement as presented; Mr. Carosella seconded the motion. The motion was carried by a unanimous vote.

G. Leachate Treatment Plan Cost Review: Mr. Magrann presented an informational review on the current gallons and cost of handling leachate at the landfill.

Audit 2013: The Audit Firm BDO represented by James Doyle, Partner and Keith Hammond, Manager presented the Audit Wrap-Up to the Board. The Auditors reported that revenues, capital and landfill assets and related depreciation, the closure and post closure liability estimates and expenses, payroll and related costs and receivables appeared reasonable as stated. The auditors recommended two non-material, balance sheets reclassifications (with no income statement impact) be recorded, which Management agreed to record in the year-end Financial Statements. In addition, there was one recommendation to reduce the reserve for doubtful accounts, which was considered non-material and was not recorded. BDO noted no material weaknesses in internal control over financial reporting, but recommended more timely reconciliation of key general ledger accounts to the related sub-ledger. There were no disagreements with management on financial accounting, reporting matters and auditing procedures. There were no discussions with other auditors and no major accounting or other issues with management, and there were no other audit issues. It was stated that the completion of the Management Discussion and Analysis and presentation of the Management Representation Letter still must be provided. Mr. Hammond stated that the Change in Accounting (previously discussed with the Board) regarding Depreciation of Hourly Equipment and Accounting for Alternative Daily Cover had been presented reviewed and approved by them. The Auditor's stated that subject to their review of the Management Representation Letter, they will be issuing a clean opinion on the December 31, 2013 Financial Statements. Mr. Marroletti made a motion to accept the 2013 Auditor's Draft Report as presented; Mr. Martin seconded the motion. The motion was carried by a unanimous vote.

The Board adjourned into Executive Session at 7:20 p.m. to discuss a possible property purchase and returned to Regular Session and there being no further business, the meeting was adjourned for the night at 7:29 p.m.

Prepared by,
Peggy A. Cunius