

CHESTER COUNTY SOLID WASTE AUTHORITY

Work Session — Lanchester

June 18, 2015

- 1. Call to Order:** Bob Schoenberger, Chairman, called the June 18, 2015 *Work Session* Meeting of the Chester County Solid Waste Authority to order at 5:30 p.m.

Authority Members Present

Bob Schoenberger
Peter Marroletti
Peter Knipe
Vince Carosella
Ramsey G. DiLibero
E. Joel Martin

Authority Members Absent

Kim Venzie

Management and Staff Present

Robert A. Watts
Owen Esterly
Mike Magrann
Terry Devine

Solicitor

Vincent M. Pompo, Esquire

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

The Chairman had no announcements.

- 3. Meeting Minutes.** Mr. Schoenberger said the minutes will be acted on at next week's meeting.
- 4. Executive Director's Report.**

A. Monthly Activity Report: Mr. Watts said under the Correspondence In section of his report he wanted to highlight that Philadelphia County has asked if we want to be part of their plan – Mr. Watts said he did not plan to respond. Mr. Watts said he sent our 2014 Financial Statement to Dun & Bradstreet as they requested. Mr. Watts said the consultant hired by Chester County to complete a waste sort at the two landfills in Chester County had completed the first of two that are planned. The second sort is scheduled for October. Mr. Watts said he had met with a neighbor to discuss installing a water treatment system on their well. Mr. Watts said 1045 Elwood St. sold on May 1st at slightly higher than the property was listed for.

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 first article in this section was an article on the National Park Service planning to avoid sending their waste to landfills. The last article in this section was concerning some highlights from the recent WasteExpo.

D. Correspondence: Mr. Watts said the first letter in this section was asking the Authority to consider a billboard on CCSWA property. The Board advised Mr. Watts not to respond to the letter. The second letter was from Granger Energy's Engineer notifying CCSWA that they were renewing their general permit. The next item in this section was a copy of the press release on the new PADEP Public Comment Policy.

E. Groundwater & Stormwater Memo: This section contained an updated spreadsheet of private wells that were tested for mercury. There were no new exceedences. This section also contained a copy of a June 10, 2015 letter from Charlene Sauls of the PADEP. CCSWA is required to submit an assessment plan within 60 days to PADEP. The proposal from the ARM Group in this section will be modified to address issues raised in Charlene's letter.

F. George A. Weaver, Inc. – Property Rentals (Executive Session): The Board left Regular Session to enter Executive Session at 5:44 p.m. and returned to Regular Session at 6:20 p.m.

H. Mission Statement: Mr. Watts said he added back into this section this month the current Mission Statement and provided an updated version of the Mission Statement for the Board's consideration. Mr. Martin handed out a sheet of issues to be considered in developing an updated Mission Statement.

5. Operations/Site Development Report:

A. Monthly Activity Report: Mr. Watts said we recorded 0.42" of rain in May, but so far in June the drought seems to be over for now. There were 9 tires removed from the working face during May. We also used 627 gallons of odor neutralizer in May. During the month the engine on one of our compactors failed and is being rebuilt. The total cost to remove, rebuild and install this engine is estimated to be about \$50,000. The inspection report from the Caernarvon Township Host Inspector and the comment section of the inspection report from PADEP is included in this section and had no violations or concerns. Mr. Watts said included in this section were graphs of rainfall by month, cost of daily cover, contracted labor, daily landfill gas flow, fuel usage, average overtime hours by month per operation's employee, truck cycle time average and equipment utilization. Mr. Watts said our cost to cover waste was significantly reduced this month because we began two alternate daily cover soil jobs this month.

6. Facility Engineer's Report:

A. Monthly Activity Report: The Monthly Engineer's Report for the June 2015 Board Meeting was presented to the Board. The following items were discussed.

- The Agreement Form for the 2015 Final Cover System design, bidding and construction phase engineering services for was prepared and executed during the period. A kick-off meeting will be scheduled in the near future.
- On or about May 28, 2015 a partial payment application for work previously completed but not yet billed was submitted by SES in the amount of \$31,780. The ARM Group has verified the quantities and amount of the application. Payment of this application is not recommended at this time due unresolved written claims that have been made against the Authority. A final payment application (for the release of retainage) was not received during this period. Additional details concerning the status of the Area E, Stage 2 project can be found in ARM's Monthly Construction Progress Report dated June 11, 2015.
- On Friday, May 15, 2015, Ajaz Uddin of PADEP performed a field inspection of the Cell D3 Alternative Final Cover demonstration facility. PADEP issued an approval letter of the Construction Certification Report and the PADEP Form 37 on May 21, 2015.
- During this period, LEC provided the following services:
 - Compilation of survey data needed for the 2015 Financial Assurance Update;
 - As-built survey of the LFG system work needed to correct Severson's nonconforming work on the Temporary LFG Header LFG Lateral Pipes.

On June 3, 2015 the Authority Staff met with LEC regarding the draft planning study report for the public water supply extension and met with to discuss the status of the planning study. At that time LEC reported that the planned expansion will require Honey Brook Borough Authority (HBBA) to prepare a comprehensive model of the existing water system and the planned expansion. LEC will the contact HBBA's Engineer concerning the cost of the modeling. The second draft Report remains under review.

- On June 8, 2015, the Authority Staff met with Dan Fellon to review the status of the Settlement Accommodation Planning and Permitting phase engineering services. On June 4, 2015, ARM was asked to furnish a 2015 Capital Plan Updated that will be needed when the annual budget is prepared in the fall 2015. Additional details concerning ARM's current activities and assignments can be found in ARM's

B. PASEP Approval Letter – May 21, 2015: A copy of PADEP's letter dated May 21, 2015 was presented to the Board. The letter approves the Form 37 Certification Report for the Alternative Cover Demonstration Project.

C. Map Of Planned Waterline Route: A draft map showing the planned public water supply rout was presented to the Board.

D. ARM Group – Monthly Status Report: The Monthly Status Report from the ARM Group dated June 9, 2015 was presented to the Board.

E. Area E, Stage 2 & Cell D3 Alternative Final Cover-Monthly Status: ARM's Monthly Construction Progress Report dated June 10, 2015 concerning Area E; Stage 2 was presented to the Board.

F. Forensic Engineer's Letter Report – May 28, 2015: Discussed during Executive Session.

G. Letter To Lamb McErlane P.C. – June 9, 2015: Discussed during Executive Session.

H. Document Request Directed To Severson – May 14, 2015: Discussed during Executive Session.

7. Water Management's Report:

A. Monthly Activity Report: Mr. Watts said Mr. Laird had the night off so he would give his report. Mr. Watts said he wanted to focus on that we recirculated 553,301 gallons of leachate into the Area C system and 141,504 gallons of leachate into the Area D system during May. The leachate treatment plant processed 51,608 gallons of leachate in May. We were in full compliance with our NPDES permit in May.

B. Projects: Mr. Watts said Gary's projects were listed in this section for the Board's review.

8. Compliance Officer's Report:

A. Monthly Activity Report: Ms. Devine reported that there were no radiation alarms in the month of May. She also reported that the flares were not operated in May.

Ms. Devine reported that storm water samples were collected from Ponds 1, 9B, 3 & 7 on June 9th. Ponds 6, 10 and 11 were not discharging at the time.

Ms. Devine reported that there were no odor complaints in the month of May.

Ms. Devine also reported that as of May 31st, Chester County Solid Waste Authority employees have worked 900 days without a lost-time accident.

Ms. Devine mentioned that a copy of the second quarter perimeter gas monitoring report was attached. There were no issues with methane in any of the perimeter wells.

Ms. Devine also discussed the MCL exceedance report of the first quarter ACT 101 sample locations. Most of the exceedances were iron and manganese, which is usually the case.

9. Recycling Coordinator's Report:

A. Monthly Activity Report: Mr. Watts said he would answer any questions the Board had on Ms. Fromnick's report.

10. Business Manager's Report.

A. May 2015 Financial Statement: Mr. Magrann presented the Financials for May 2015 stating that Net Income was \$544,435, which was 6.6% (\$38,647) below the Budgeted amount for the month, and 22.1% (\$498,940) below Budget for the year. Retained Earnings at the end of May 2015 were at \$65,379,857. The funds invested totaled \$42,394,631 at month end.

B. May 2015 Accounts Receivable: Mr. Magrann stated that receivable days outstanding decreased from 32.75 days in April 2015 to 32.52 days in May 2015. In addition, Rental Property Collections was higher than Expected Net Rentals Due by \$249 in May 2015.

C. May 2015 Tonnage / Customer Information: Mr. Magrann presented the Tonnage Report for May 2015 of 24,356 tons which was 8.47% below budget for the month and was 17.64% lower than the May 2014 tonnage received. The May 2015 Y-T-D tonnage received was 5.11% lower than the May 2015 Y-T-D budgeted tonnage and 5.12% lower than the May 2014 Y-T-D actual tonnage.

D. May 2015 Check Register Report: The Vendor Check Register for May 2015 was presented to the Board by Mr. Magrann. The checks totaled \$658,497.80.

E. Large Dollar Check Approvals: Mr. Magrann presented the Large Dollar Invoices (from May 22, 2015 to June 18, 2015) totaling \$165,124.44. Mr. Knipe 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. Proposed Deferred Profit Sharing Plan Contribution: Mr. Magrann presented a request to contribute 12% of employees' earnings for the first six months of 2015 to the Deferred Profit Sharing Plan. Mr. Carosella made a motion to accept the Profit Sharing Plan Contribution as presented; Mr. Knipe seconded the motion. The motion was carried by a unanimous vote.

G. Investment Plan: Will defer presentation to on Investment Policy / Handling of Investments until June 25, 2015 Board Meeting.

H. Cash Flow Snapshot: Mr. Magrann presented an informational snapshot review on the current status of the Future Cash Flow / Fund Balance Projection thru December 31, 2025 of the Chester County Solid Waste Authority's operations.

I. Request For Bond: Mr. Magrann presented a request to approve a DEP Collateral Bond Replacements in the amounts of \$1,650,000. Mr. Marroletti made a motion to accept the DEP Collateral Bond Replacements as presented; Mr. Carosella seconded the motion. The motion was carried by a unanimous vote.

J. Review Of Closure/Post Closure Requirements: Mr. Magrann presented an informational snapshot review on the "Closure and Post Closure Financial Assurance Requirements" for Lanchester Landfill, as prepared by BA Group, Inc. (formerly Blazosky) dated June 2015. In addition, a discussion was had to determine the amount to be used in the 2014 Annual PA DEP report. It was agreed that the current report will be modified and presented for final approval at the June 25, 2015 Board Meeting

The meeting was adjourned to Executive Session at 7:39 p.m. to discuss a personnel issue and returned to Regular Session at 8:02 p.m. and adjourned for the night.

Prepared by,

Peggy A. Cunius