

CHESTER COUNTY SOLID WASTE AUTHORITY

Work Session — Lanchester

March 21, 2013

1. **Call to Order:** Bob Schoenberger, Chairman, called the March 21, 2013 *Work Session 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 Knipe
Peter Marroletti

Authority Members Absent

E. Joel Martin

Management and Staff Present

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

Solicitor

Vincent M. Pompo, Esquire

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

The Chairman said we will start the meeting with the Auditors.

3. **Meeting Minutes.** Mr. Schoenberger said that the minutes of the January 24, 2013 *Work Session Meeting*, the January 31, 2013 *Regular Session Meeting* and February 21, 2013 *Combined Session Meeting* will be considered next week.

4. Executive Director's Report.

A. Monthly Activity Report: Mr. Watts said he wanted to highlight a few items in his report. Mr. Watts said people must be thinking about spring because he had two website contacts concerning the disposal of boats and a number of contacts asking when the leaf mulch give away day is this year. Mr. Watts said as he mentioned last month we have added \$3,000.00 to the escrow account we have with the Northwestern Chester County Municipal Authority so their engineer can launch a study on the most cost effective way to improve two pumping stations and some sections of pipeline so they can handle the additional flow from the Lanchester Landfill. Mr. Watts said he only had to generate one letter to the owner of a hauling company this month for overweight trucks. Mr. Watts said he met during this period with the Manager of the Waste to Energy Plant in Montgomery County. The meeting was at their request to discuss if CCSWA was interested in being a backup disposal facility in the off chance they had to shut down for an extended outage. Mr. Watts said we would probably be interested and they should consider joining the group of facilities that are backup for the two Chester County Landfills. It was agreed to continue to pursue backup planning for each facility. Mr. Watts said it was looking likely that we would be receiving some soil from lot cleanups in Berks County. The soil is contaminated with low levels of lead, but is approved for daily cover. We are also likely to receive soil from West Chester University dorm expansion project that has been determined to be clean fill by the Pennsylvania Department of Environmental Protection (PADEP). Mr. Watts said he, the Chairman and Mr. Laird recently attended SWANA's Landfill Symposium. Mr. Watts said he and Mr. Schoenberger gave presentations. Mr. Watts said he and Mr. Schoenberger attended the State of the County Meeting where the County Commissioners were generous with their praise of CCSWA's Board and Staff. Mr. Watts said we still have one property available for rent and he had been contacted by a homeowner that is covered by the Area D Property Value Guarantee Agreement (PVGA) that they were planning to list their house. Mr. Watts said two of the Houses covered by the Area E PVGA will be sold by the April Meeting.

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: The first article in this section was concerning the Covered Devices Act that went into effect in January. Ryan Costello, a Chester County Commissioner wrote a guest column on this topic in the *Daily Local News*. Mr. Watts

and Ms. Fromnick help Mr. Costello with the facts on the new ewaste regulation. The second article was concerning Pottstown officials going paperless with iPads. Mr. Watts noted most of the staff and a few Board Members are trying out the Authority's new electronic Board Book. Mr. Watts said the Chrin Landfill was in the news a lot this month because of a landslide and continued problems with local officials. Mr. Watts said there was an article in this section concerning Honey Brook Township being among twelve area municipalities that are forming the Western ChesCo Council. There were two articles in this section concerning Lancaster County Solid Waste Management Authority's efforts to acquire the Harrisburg waste to energy plant. The Lancaster County Landfill owned by Advanced Disposal was not able to obtain a local permit in their first efforts to permit a farm they bought for a soil borrow area.

D. Correspondence From Neighbor Rich Geisel: Since this correspondence has led the CCSWA's involvement in a property sale it will be discussed in Executive Session.

E. Responses To 4th Quarter 2012 Chester County MSW Destinations: Mr. Watts said in this section was a copy of a February 22 email from Mr. Harlacker of Advanced Disposal concerning 26.7 tons that the PADEP report went to their Sandy Run Landfill and 10.9 tons that went to their Western Berks Landfill. Mr. Harlacker said the waste that went to the Sandy Run Landfill was actually construction and demolition debris and was a keying error. He said the waste that went to the Western Berks Landfill by mistake and should have gone to Lanchester. He said their employee has been disciplined for making this error. Mr. Watts said he had contacted the manager at the Grand Central Landfill on the 6.9 tons that were disposed of there during the period. The manager confirmed that it was a keying error.

F. Annual Letter To The Chester County Commissioners: This section contains a copy of a two page letter we send to the Commissioners each year as required by the March 2007 Chester County Municipal Waste Management Plan. Mr. Watts said the only change this year was to the answer he gave to questions six. Mr. Watts answered question six by saying that in the next Plan Revision CCSWA will be proposing that the Flow Control Ordinance be expanded to include Construction and Demolition Debris which will be directed to a C&D Recycling Facility.

G. Chester County Guarantee Of Debt Obligations: There were a few questions on the document and the Board asked for a black line version for the next meeting.

5. Operations/Site Development Report:

A. Monthly Activity Report: The quantity of landfill gas produced has remained constant at about 3,100cfm. The precipitation recorded in February amounted to 1.97 inches and was a cool and windy month. Most items were routine for the month. Mr.

Watts said the cost to cover waste was higher this month due to lower receipt of Harrisburg ash and building a new road. There were no inspection reports available at this time. Our contractor completed removing the final cap from a section of the Area B Landfill that will be needed to tie in the new waste received as we fill the Area D Landfill.

B. Addition To Transportation Compliance Plan: Mr. Watts said Ms. Nichols completes most of the random truck inspections (these are required by our Operations Plan). In the last year we have added the requirement that anyone going to the active area must have at a minimum a safety vest, hard hat and puncture resistant shoes. Ms. Nichols said there are some repeat offenders that ignore her request to wear this personal protection equipment. The addition of the penalty language to the existing plan should eliminate this problem. The Board suggested that the owner of the company should also be contacted at the time of every violation. Mr. Marroletti moved and Mr. Carosella seconded accepting the changes to the Transportation Compliance Plan with the one addition. The vote was unanimous.

C. Recommendations For Wildlife Habit Improvement Pond 1: Mr. Watts said the low bidder was the same company that has done similar work on Pond 7. We had budgeted \$100,000 and the engineer's estimate was \$103,000. They have been a little slow in completing the work for Pond 7, but it appears that they will complete all the work this spring. Mr. Carosella moved and Mr. Marroletti seconded awarding the Wildlife Habitat Improvements for Pond 1 to the low bidder – Land Tech Enterprises, Inc. for the low bid of \$98,313.00. The vote was unanimous.

D. Recommendations For Wood Processing/Recycling: Mr. Watts said we had a few people that said they were interested in bidding, but in the end we only received a bid from the incumbent. Mr. DiLibero moved and Mr. Marroletti seconded accepting the bids from Zwicky Processing and Recycling for the next two years. The vote was unanimous.

6. Facility Engineer's Report:

A. Monthly Activity Report: The Monthly Engineer's Report for March 2013 was presented to the Board. The following items were discussed.

- Construction work on the Area E, Stage 1B contract remained in progress during the period.
- On Monday, February 25, 2013 a work change directive was issued to Penn E&R the contractor. This change was required due to earlier well head relocations performed in the field but not documented in the records. Additional pipe and excavation work were required, resulting in \$4,729 of additional cost. On Tuesday morning, March 5, 2013 a final inspection of the work was performed. A punch list of the work

remaining was prepared and issued to the contractor. Penn E&R requested that Substantial Completion Certification become effective March 5, 2013. The request is under review. The contractual date for substantial completion is March 12, 2012. Pending confirmation of the substantial completion date, Penn E&R may be eligible for the early completion incentive of \$1,000 per day (\$7,000 in total). The original contract amount for the project was \$151,409.

- The bidding phase for Area E, Stage 2 & Cell D3 Alternative Cover Construction began on March 4, 2013. Bids are to be received on April 12, 2013. For additional details, please refer to the Notice to Bidders.
- Survey tasks performed during this period included: setting new survey monuments for the Area E, Stage 2 Construction Project; completed annual capacity calculation for the Annual Report; and field survey and record drawings of the I.U. Site fence; test pit locations for the alternate cover project; stockpile volume survey (near I.U. Site); and topographic plan view for Area B, LFG relocations.
- On March 13, 2013 I conducted the Pre-Bid Meeting with prospective bidders and other interested parties for the Area E, Stage 2 & Cell D3 Alternative Cover Design Phase Contract.
- During this period I completed the Request for Proposals (RFP) for the Resident Project Representative and Construction Quality Control Services needed for the Area E, Stage 2 & Cell D3 Alternative Cover contract. The RFP was posted on the Authority's web page. On Monday March 4, 2013 I issued notices to several consultants concerning the posting of the RFP. Responding to consultant inquiries was ongoing since that time. Informational meetings with the prospective consultants were conducted on March 18 and 21, 2013.

B. Area E, Stage 2 Construction – Notice To Bidders: A copy of the Notice to Bidders for the Area E, Stage 2 and Cell D3 Alternative Cover System was presented and reviewed with the Board.

C. Area E, Stage 2 – Documents Holder's List: A copy of the current Plan Holders List for the Area E, Stage 2 and Cell D3 Alternative Cover System contract was presented to the Board for review and informational purposes.

D. ARM Group – Monthly Status Report: A copy of the Monthly Status Report from the ARM Group dated March 14, 2013 was presented to the Board for review. Concerning the Area E, Stage 1B- RPR/CQA Services task there was a balance of \$172,115 of the original contract budget (\$360,175) remaining as of March 3, 2013. There are five months remaining on the 12 month contract period. The monthly invoice amount listed for the Area E, Design Phase task represents the final monthly payment under the contract payment schedule. The remaining construction phase engineering services will be invoiced on a time and expense basis as discussed with the Board last fall.

E. Area E, Stage 1B – Construction Status Report: The Monthly Construction Progress Report dated March 14, 2013 concerning Area E, Stage 1B was presented to the Board. The "high wall" conditions encountered at the Mountain Top excavation were reviewed with the Board. In response to this condition, a substitute method to prepare the subgrade for the MSE wall will be prepared by ARM and issued to the contractor, Kinsley Construction. The total payment due for the period ending February 28, 2013 is

\$84,137. The balance to finish (plus retainage) is \$3,146,237. The total contract amount for this project is \$5,638,855. Pictures of the Mountain Top waste excavation and backfilling of Pond 5 were attached to the Report.

F. SCS Engineers – Monthly Status Report: The Monthly Progress Report dated March 14, 2013 from SCS Engineers was presented to the Board for review.

G. Penn E&R – Work Change Directive #1: Work Directive No. 1 concerning the 2012 LFG Collection System Expansion was presented to the Board. The need for the Work Change was discussed earlier in the agenda. It was recommended that the Board ratify the Work Change in the amount of \$4,729.19. A motion to ratify the work change was made by Pete Marroletti with a second by Vince Carosella. The motion passed.

7. Water Management’s Report:

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

FEBRUARY HIGHLIGHTS:

- February 2013 landfill leachate 402,838 gallons (includes gas condensate)
Leachate by area breakdown:
 - Area C 172,622 gallons
 - Area B 165,406 gallons
 - Area D 239,302 gallons
- Granger gas condensate 4,538 gallons

- February 2012 landfill leachate 498,725 gallons
- February 2012 Rainfall 2.56”
- February 2013 Rainfall 1.94”

LEACHATE INVENTORY UPDATE: (As of February 15, 2013)

T-101 Leachate Storage Tank	- 335,000 gallons	capacity – 850,000 gallons
T-115 Leachate Storage Tank	-322,500 gallons	capacity – 850,000 gallons
<u>T-100 Equalization Tank</u>	<u>- 110,000 gallons</u>	<u>capacity – 110,000 gallons</u>
Total Leachate Inventory	- 767,500 gallons	capacity –1,810,000 gallons

Total percent of storage utilized - 41 %

LEACHATE COLLECTION SYSTEM:

Currently the Leachate collection system is 100% operational.

RECIRCULATION SYSTEM

- 151,000 gallons was recirculated into the recirculation blankets.

Recirculation to date: 3/1/2013

Trench #	Recirculated (gal)	Maximum (gal)
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	74,750	1,250,000
2	75,300	1,250,000
3	90,810	1,250,000
4	102,140	1,250,000
Total	192,000 (gal)	5,000,000 (gal)

LEACHATE TREATMENT PLANT (UFRO SYSTEM)

The UFRO ran ok during the Month of February producing 87,312 gallons of permeate with a 23 day average of 3,796 gallons per day.

We are having solids problems in the UF filtrate. I am currently getting quotes for two new UF membranes. I am also working with Peter Annunziato, P.E. with BioprocessH2O to solve this solids issue. <http://www.bioprocessh2o.com> this company represents NORIT XFLOW, the UF membrane manufacturer. Dynatech has been non-responsive to my needs.

GROUND WATER INVENTORY UPDATE: 02/15/2013

- Ground Water Storage Pond – 585,000 gallons 86 % of capacity
- The Ground Water Storage Pond Outfall 101 maintained a manageable level during February 2012 with a managed discharge to Outfall 001.
- Total Ground Water received for February 2013 – 112,480 gallons.

NPDES PERMIT COMPLIANCE:

NPDES PERMIT DMR PA 0082791 for Outfall 001,100, and 101 CONESTOGA RIVER dated February 27, 2009 – The NPDES DMR Outfall 001, 100 and Outfall 101 for February 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 205,200 gallons of groundwater (Outfall 101) Ground Water Storage Pond, was discharged to (Outfall 001). A total of 205,200 gallons was discharged to the Conestoga River (Outfall 001) during February 2013.

8. Compliance Officer's Report:

A. Monthly Activity Report: Ms. Devine informed the Board that the ground water

monitoring work continues as required.

Ms. Devine reported that there were two radiation alarms since the last meeting. In both cases the isotope was identified as I-131 and both loads were landfilled.

Ms. Devine mentioned that February is a busy month for air quality reports. The AIMS, semiannual NSPS and Title V reports are all due by March 1st and were all completed and submitted as required

Ms. Devine informed that Board that she had two groups of Daisy Scouts on site for tours in the past month.

Ms. Devine reported that she accompanied DEP inspectors John Pollock and Mike Maiolie around the site for an inspection on Friday March 8, 2013. It was very windy and comments were made about the blowing trash, but our paper pickers were on site working. There were no other comments. Ms. Devine did mention that Mr. Pollock did not leave a report when he left.

9. Recycling Coordinator's Report:

A. Monthly Activity Report: Ms. Fromnick provided a list of meetings and events attended during the past month. On March 5 she reviewed the new HHW contract with County Contracts and Purchasing. There have been many problems arising from Clean Harbors incorrectly completing the contract, insurance, health and safety documents and stalling County approval. DEP approval is needed before the April 13 event. Ms. Fromnick conducted popular well-attended master composting classes here at the CCSWA and Exton Library.

B. Correspondence: In - Among the items listed, Ms. Fromnick commented that she continued to urge municipal compliance, reviewed ordinances and made continued efforts to move the County awarded 902 grant through the system for Commissioners signatures. **Out –** A list of items was provided.

C. Projects: Ms. Fromnick provided a list of projects. Of particular note: 2012 Annual Report, 2013 HHW Collection Program Site Development, HHW Application Preparation, the scheduling and preparation for many Spring events and the finalization of the Recycling Contest.

9. Business Manager's Report.

A. February 2013 Monthly Tonnage Report: Mr. Gorney presented the Tonnage Report for February 2013, indicating that the tonnage of 20,362.89 was 1.9% over budget and was lower than February 2012 by 8.7%.

B. February 2013 Accounts Receivable: Mr. Gorney stated that receivables day sales outstanding increased from 32.93 days in January 2013 to 37.08 days in February 2013. Mr. Gorney stated that there are no major problems to report.

C. February 2013 Financial Statement: Mr. Gorney presented the final Financials for February 2013 stating that we had a gain of \$222,435 for the month. Retained Earnings are at \$52,393,423. The funds invested totaled \$45,151,610.05 at month end. The interest earned in February 2013 was at a rate of 0.26%.

D. February 2013 Vendor Check Register Report: The Vendor Check Register was presented to the Board. The checks for January 2013 totaled \$667,407.85.

E. Large Dollar Check Approvals: Mr. Gorney presented the February 2013 Large Dollar invoices totaling \$427,801.76, consisting of the attached schedule 10E. Mr. DiLibero made a motion to accept the Large Dollar Invoices as presented; Mr. Knipe seconded the motion. The motion was carried by a unanimous vote.

F. Resolution For Records 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. Marroletti 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. DiLibero seconded the motion. The motion was carried with a unanimous vote.

G. Collateral Bond Rollover: Mr. Gorney presented the rollover for the \$2,548,000.00 @ 4/30/13 in U.S. Treasury Notes. Mr. Marroletti made a motion to approve the Resolution as presented; Mr. Carosella seconded the motion. The motion was carried with a unanimous vote.

H. Resolution For Safe Deposit Box: Mr. Gorney presented the Resolution to give access to the box for the employees listed thereon. Mr. Gorney stated that the Safe Deposit Box was only used for offsite record storage. . Mr. Marroletti made a motion to approve the Resolution as presented; Mr. DiLibero seconded the motion. The motion was carried with a unanimous vote.

I. Government Crime Policy: The Proposals compared to the existing policy were presented to the Board. The Board chose to go with the \$2,000,000 coverage effective April 1, 2013. Mr. Knipe made a motion to approve the Government Crime Policy upgrade as presented; Mr. Marroletti seconded the motion. The motion was carried with a unanimous vote.

The Board went into Executive Session at 7:21 p.m. to discuss a real estate issue. The Board came out of Executive Session at 7:31 p.m. Mr. Carosella moved and Mr. Marroletti seconded offering the owner of 589 Friendship Drive, Honey Brook, PA \$45,000.00 to help complete the sale of the home to a third party as provided for in the Property Value Guarantee agreement and Mr. Watts' January 31, 2011 letter to all

homeowner covered under this agreement. The vote was unanimous.

There being no further business, the meeting was adjourned at 7:46 p.m.

Prepared by,

Peggy A. Cunius