

# CHESTER COUNTY SOLID WASTE AUTHORITY

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

*April 18, 2013*

- 1. Call to Order:** Bob Schoenberger, Chairman, called the April 18, 2013 *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  
Joel Martin  
Joe Viscuso

*Authority Members Absent*

Peter Knipe  
Peter Marroletti

*Management and Staff Present*

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

*Solicitor*

Vincent M. Pompo, Esquire

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

The Chairman welcomed the newest member of the Board, Joseph Viscuso, P.E., P.L.S. The Chairman also said there will not be a second meeting in June because on that night there will be a dinner honoring Bill Shirk's 18 years of service to the CCSWA Board of Directors.

- 3. Meeting Minutes:** Mr. DiLibero moved and Mr. Carosella seconded that the minutes of the March 21, 2013 *Work Session Meeting* and the March 28, 2013 *Regular Session Meeting* be approved. The vote was unanimous.

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

**A. Monthly Activity Report:** Mr. Watts said we had a Cub Scout tour yesterday and Ms. Devine and Ms. Nichols helped him. Mr. Watts said he appreciated the Board supporting him as the International Director to the Keystone Chapter of SWANA and in attending their mid-year meeting. Mr. Watts said he was also one of two Faculty that taught SWANA's Manager of Landfill Operations Course recently in Lycoming County. Mr. Watts said we currently have two rental properties unoccupied.

**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 recycling performance grants given by the PADEP to some Chester County municipalities. There was an article in this section concerning how the City of Scranton was borrowing against anticipated landfill tipping fees. There was an article concerning converting a San Antonio, TX landfill into a community park. Procter & Gamble has said they are now landfill free worldwide. There was a *Reading Eagle* article concerning the Conestoga Landfill's \$10 million dollar new leachate plant that will be built. There were two articles about PA American, Chester County and Lancaster County Solid Waste Management Authority receiving grants to convert vehicles to CNG power.

**D. Landfill Free Disposal Rate:** Mr. Watts said he had been contacted by a waste hauling company on how they might serve customers that are requesting a "landfill free option" for disposal of their waste. Mr. Watts had a memo in this section that suggested a way to utilize transporting waste from one of the two transfer stations to Lancaster County's Waste to Energy Facility. The Board directed Mr. Watts to discuss the "landfill free option" with the hauler.

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

**A. Monthly Activity Report:** Mr. Watts said most items in this section this month were routine, we recorded 2.57 inches of rain for March. It was a very windy month and the largest number of man-hours spent for the month was for picking up litter. Mr. Watts said cost to cover last month was reduced because of Harrisburg ash and we did not buy any daily cover soil, only soil for intermediate cover. There were not any violations from the March 8 PADEP inspection.

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

**A. Monthly Activity Report:** The Monthly Engineer's Report for April 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.
- The 2012 Landfill Gas Collection System Expansion contract was found to be substantially complete as of March 5, 2013. The original contract amount for the project was \$151,409. The final contract amount including the incentive for early completion and all final quantity adjustments is \$158,364. This amount appears in the large dollar check list in Section 10 of the agenda. Approval of the payment will include approval of the final quantity adjustments and the incentive.
- The bidding phase for the Area E, Stage 2 & Cell D3 Alternative Cover Construction was in progress during this period. Bids for the project were publically opened and read on April 12, 2013 at 3 PM. Additional details of the bid opening can be found in the table of unchecked Bid Results.
- SCS Field Services reports that the landfill gas collection system relocation work needed for the 2013 Area B cover system removal was completed between April 1 and 5, 2013.
- The Request for Proposals (RFP) process for the Area E, Stage 2 & Cell D3 Alternative Cover Resident Project Representative and Construction Quality Control Services was in progress during this period. As part of the consultant selection process I conducted two informational meetings with the prospective consultants. The meetings were held on March 18 and 21, 2013. On Friday, April 5, 2013, six proposals were received. The proposals have been reviewed. Details concerning the bid review can be found in the Cost Proposal Summary Table.
- 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.

- On or about March 22, 2013 I received a draft memorandum and schematic drawings from the ARM Group concerning subgrade recommendations for the Mountain Top Waste Excavation task being performed by Kinsley Construction. I reviewed the document, compiled several comments and discussed my comments with the ARM Group. The memorandum was revised in accordance with the discussions and finalized on March 25, 2013. ARM's recommendations include the placement and compaction of shot rock in the deeper areas of the Mountain Top waste excavation. The task of placing the shot rock is outside of the Kinsley's scope of work. It is anticipated that the cost of this additional task will be offset by the reduction in the waste excavation and reinforced soil fill quantities. A complete breakdown of the anticipated cost adjustments for the contract can be found in the Monthly Construction Status Report prepared by the ARM Group.
- On Wednesday, April 10, 2013 I prepared a Work Plan to obtain additional subsurface information concerning the woody waste discovered below the old compost area. The area of the woody waste is located below the proposed MSE berm alignment and must be removed before construction of Area E, Stage 3 (Cell E2). The Work Plan includes tasks such as: obtain current survey data, particularly the location of stockpiled materials; develop a drilling plan that avoids the existing stockpiles; obtain a minimum of three written quotations for the drilling; monitor the drilling and prepare boring logs; analyze the subsurface data; delineate the extent of the woody waste; develop recommendations and cost estimate for the removal of the woody waste. The need for surveying and consulting assistance is anticipated.
- During this period I began preparation of the Certification Report for the 2012 LFG Collection System Expansion Project

**B. ARM Group – Monthly Status Report:** A copy of the Monthly Status Report from the ARM Group dated April 10, 2013 was presented to the Board for review. The report indicates that during this period construction phase engineering services are now being billed on the basis of time and expenses. The monthly fees for this period include the MTLF Subgrade Analysis (\$9,236) and Construction Phase (engineering) Services (\$5910). A memorandum from ARM dated April 10, 2013 regarding the MTLF Waste Excavation and Subgrade was attached. This second memorandum was furnished to explain the need for out-of-scope engineering services.

**C. Mountain Top Landfill Waste Excavation Subgrade Recommendations:** A copy of the March 25, 2013 memorandum from the ARM Group containing the MTLF Waste Excavation Subgrade recommendations was presented to the Board. The memorandum explains the subsurface conditions encountered during the excavation and provides recommendations for preparing the subgrade. Schematic figures showing cross-sectional views the subsurface conditions and the proposed recommendation were attached to the memorandum.

**D. Area E, Stage 1B – Construction Status Report:** The Monthly Construction Progress Report dated April 11, 2013 concerning Area E, Stage 1B construction contract was presented to the Board. During the period, the contractor, Kinsley Construction continued working on the storm water improvements; regarding in the areas of Ponds 5 and 5A; and continued waste excavation activities on the MTLF. During this period, Kinsley submitted Payment Application No. 7 in the amount of \$173,193. The balance to finish the contract is \$2,973.045. Two photographs of work in progress during this report period were attached. One photograph showed the backfilling of Pond 5. The other showed the waste excavation at the MTLF.

**E. SCS Engineers – Monthly Status Report:** The Monthly Progress Report dated April 10, 2013 from SCS Engineers was presented to the Board for review. During the period, SCS provided landfill gas engineering services.

**F. Area E, Stage 2 & Alternative Cover – Bid Results:** The Bid Results for the Area E, Stage 2 & Alternative Cover System Construction (Contract No. 13-418C-E2) were presented to the Board. The information presented included: the Bid Result Table (unchecked) dated April 12, 2013; the Bid Evaluation letter prepared by the ARM Group dated April 18, 2013; and the April 17, 2013 memorandum from Vincent M. Pompo, Esquire. It was recommended that the Board reject the bid submitted by Penn E&R for non-responsiveness. The bidder submitted a non-compliant bid bond which altered the required bond form, and failed to propose an MSE berm subcontractor meeting the minimum requirements of the bid. The Board was also advised that the bidder failed to demonstrate general contracting experience directing MSE berm construction. For example, the bid failed to propose personnel meeting the minimum requirements of the bid. A motion to reject the bid due to non-responsiveness was made by Vince Carosella with a second by Ramsey DiLiberio. The motion passed.

**G. Area E, Stage 2 & Alternative Cover – CQA & RPR Services:** The Cost Proposal Summary dated April 5, 2013 regarding the CQA and RPR services needed for the Area E, Stage 2 & Alternative Cover System project was presented to the Board. The lowest cost proposal was submitted by the ARM Group in the amount of \$478,659. Cost proposal variations for the major tasks, key hourly rates and other expenses were discussed. It was recommended that the Board accept the cost proposal submitted by the ARM Group. A motion to accept the ARM proposal was made by Ramsey DiLiberio with a second by Vince Carosella. The motion passed.

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

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

**MARCH HIGHLIGHTS:**

- March 2013 landfill leachate 447,037 gallons (includes gas condensate)
  - Leachate by area breakdown:
    - Area C 64,956 gallons
    - Area B 127,659 gallons
    - Area D 246,208 gallons
- Granger gas condensate 8,214 gallons
  
- March 2012 landfill leachate 374,420 gallons
- March 2012 Rainfall 0.35”
- March 2013 Rainfall 2.54”

**LEACHATE INVENTORY UPDATE:** (As of April 15, 2013)

T-101 Leachate Storage Tank	- 302,500 gallons	capacity – 850,000 gallons
T-115 Leachate Storage Tank	- 292,000 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	- 705,000 gallons	capacity –1,810,000 gallons

Total percent of storage utilized - 38 %

**LEACHATE COLLECTION SYSTEM:**

Currently the Leachate collection system is 100% operational. Monthly maintenance is being performed, cleaning strainers on pumps and paddle wheels on flow meters.

**RECIRCULATION SYSTEM**

- 197,000 gallons was recirculated into the recirculation blankets.

**Recirculation to date: 2/1/2013**

<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
<u>H</u>	<u>1,366,965</u>	<u>5,687,500</u>
<b>Total</b>	<b>14,283,692 (gal)</b>	<b>21,681,836 (gal)</b>
Remaining Trench Capacity – 7,472,834 gallons		

<u>Blanket #</u>	<u>Recirculated (gal)</u>	<u>Maximum gallons/year</u>
1	93,200	1,250,000
2	93,320	1,250,000
3	102,050	1,250,000
4	100,430	1,250,000
<b>Total</b>	<b>192,000 (gal)</b>	<b>5,000,000 (gal)</b>

### **LEACHATE TREATMENT PLANT (UFRO SYSTEM)**

- The UFRO ran during the first half the Month of March producing 32,315 gallons of permeate. UF Modules and RO membranes have fouled and are being replaced. RO membranes have been received and are being installed. The UF modules are on order and should be delivered within a few days.
- An RFQ (Request for Qualifications) has been issued for the Manufactured Wetlands for Leachate Treatment Pilot Study. Submittals are due at the Authority's office on May 10<sup>th</sup> by 3:00pm. Currently we have 7 firms interested in submitting.

### **GROUND WATER INVENTORY UPDATE: 4/15/2013**

- Ground Water Storage Pond – 685,000 gallons 86 % of capacity
- The Ground Water Storage Pond Outfall 101 maintained a manageable level during March 2013 with a managed discharge to Outfall 001.
- Total Ground Water received for March 2013 – 144,122 gallons.
- Contractors are using water from the groundwater storage pond for onsite dust control. There are currently no other options for water. This consumptive water usage will add to our consumptive water usage reported to the SRBC. The amount of water used, should not affect our quarterly cost very much.

### **NPDES PERMIT COMPLIANCE:**

NPDES PERMIT DMR PA 0082791 for Outfall 001,100, and 101 CONESTOGA RIVER dated March 27, 2009 – The NPDES DMR Outfall 001, 100 and Outfall 101 for March 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 272,100 gallons of groundwater (Outfall 101) Ground Water Storage Pond, was discharged to (Outfall 001). A total of 272,100 gallons was discharged to the Conestoga River (Outfall 001) during March 2013.

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

**A. Monthly Activity Report:** Ms. Devine informed the Board that Golder Assoc. is preparing the Annual ground water report and a draft is expected in a week or so. Ms. Devine also mentioned the first quarter sampling results were submitted to the DEP on March 26<sup>th</sup>.

Ms. Devine reported that there were five radiation alarms since the last meeting. All five loads were residential waste and the isotope was I-131. All the loads were landfilled.

Ms. Devine mentioned that GHG emissions reports were submitted to DEP by March 31<sup>st</sup> as required.

Ms. Devine informed that Board that a group from Franklin & Marshall College was on site for a tour on March 18<sup>th</sup>.

Ms. Devine also informed the Board that she conducted the quarterly perimeter gas monitoring on March 27<sup>th</sup>.

Ms. Devine also informed the Board that she attended CPR and AED re-certification training on April 3<sup>rd</sup>.

On April 4<sup>th</sup> Ms. Devine took Jack Ambler from Keystone Engineering around the site to locate all the storm water outfalls. He was collecting information relevant to the NPDES permit renewal.

Ms. Devine also reported that she attended "smoke school" on April 9<sup>th</sup> and was successfully re-certified as a visible emissions evaluator as required by our site Title V permit.

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

**A. Monthly Activity Report:** Ms. Fromnick provided a list of meetings and events attended during the past month. Ms. Fromnick commented that 60 residents attended all three Master Composting Classes leading to certification upon completion of their volunteer requirement. The program continues to enjoy a great deal of success. On April 3 Ms. Fromnick conducted a composting presentation at the Career and Development Center for horticultural and food services students. Three and a half (3.5) tons of paper was collected at the April 6 Shredding Event which was attended by 115 vehicles. Ms. Fromnick was invited to Multiquip to help them achieve their "0" waste target. Ms. Fromnick was able to find a market for their aluminum oxide. Ms. Fromnick chaired the Chamber Business Advisory Committee, hosted municipal 902 pre-application meetings

and conducted the CAT Pickering HHW/E-Waste Collection Event attended by over 1,000 vehicles.

**B. Correspondence: In** - Among the items listed, Ms. Fromnick commented that she continues to review draft ordinances and DEP approval for the 6 scheduled 2013 HHW events was received. **Out** – A list of items was provided. Ms. Fromnick commented that a signed contract was mailed to Clean Harbors Environmental Services, the Octorara HHW/E-waste Press Release went out and after much encouragement the CCSWA finally received payment for e-waste collected in 2012.

**C. Projects:** Ms. Fromnick provided a list of projects. Of particular note: 2012 Annual Report and the failure of the inaccurate DLN reporter to show up for a scheduled meeting at the CCSWA. Ms. Fromnick made particular note of the valuable volunteer time of the master composters and the community service youth. It would be impossible to conduct large events without their assistance.

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

**A. March 2013 Monthly Tonnage Report:** Mr. Gorney presented the Tonnage Report for March 2013, indicating that the tonnage of 22,415.19 was 15.9% under budget and was lower than March 2012 by 12.9%.

**B. March 2013 Accounts Receivable:** Mr. Gorney stated that receivables day March outstanding increased from 37.26 days in February 2013 to 37.65 days in March 2013. Mr. Gorney stated that there are no major problems to report.

**C. March 2013 Financial Statement:** Mr. Gorney presented the final Financials for March 2013 stating that we had a gain of \$182,438 for the month. The YTD Income is higher than budget by 5.5%. Retained Earnings are at \$52,575,861. The funds invested totaled \$45,525,605.29 at month end. The interest earned in March 2013 was at a rate of 0.26%. Mr. DiLibero made a motion to accept the February 2013 Financials as presented; Mr. Carosella seconded the motion. The motion was carried by a unanimous vote.

**D. March 2013 Vendor Check Register Report:** The Vendor Check Register was presented to the Board. The checks for March 2013 totaled \$812,813.06. Mr. Carosella made a motion to accept the Check Register Report as presented; Mr. Viscuso seconded the motion. The motion was carried by a unanimous vote.

**E. Large Dollar Check Approvals:** Mr. Gorney presented the April 2013 Large Dollar invoices totaling \$833,819.65, consisting of 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. Act 101 – 1<sup>st</sup> Quarter 2013:** Mr. Gorney presented the 1st Quarter 2013 Act101Payment for April 2013 totaling \$681,699.74 consisting of the attached (schedule 10F). Mr. Martin made a motion to accept the 1st Quarter 2013 Act101Payment for April 2013 as presented; Mr. Carosella seconded the motion. The motion was carried by a unanimous vote.

**G. Collateral Bond Rollovers:** Mr. Gorney presented the rollover for the \$15,286,000.00 @ 5/31/2013 in U.S. Treasury Notes. Mr. Viscuso made a motion to approve the Resolution as presented; Mr. Carosella seconded the motion. The motion was carried with a unanimous vote.

**H. Wells Fargo Signature Card Update:** The paperwork forms were presented to the Board. There is no change in the signers. Mr. Martin made a motion to approve the Resolution as presented; Mr. DiLibero seconded the motion. The motion was carried with a unanimous vote.

**I. ELI & GL Policy Renew Effective May 1, 2013:** The premiums for the policy renewals were presented to the Board. The Environmental Liability Policy has no increase and is a three year policy with a premium of \$79,113.00 for the three years. The General Liability Policy increased to \$32,431.00 for an increase of \$3,873.00 13.6% due to an increase in the premium base. The renewal premium was based on the formula of acres covered which increased from 525 to 600 acres. The last several applications listed the acreage at 600 acres but the underwriters failed to increase the policy. The rate per acre decreased from \$54.223 to \$54.051. Mr. Martin made a motion to approve the Insurance Policies as presented; Mr. DiLibero seconded the motion. The motion was carried with a unanimous vote.

The meeting was adjourned at 7:10.

Prepared by,  
Peggy A. Cunius