

CHESTER COUNTY SOLID WASTE AUTHORITY

Work Session — Lanchester

October 24, 2013

- 1. Call to Order:** Bob Schoenberger, Chairman, called the October 24, 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 Marroletti
Joel Martin

Authority Members Absent

Peter Knipe
Joe Viscuso

Management and Staff Present

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

Solicitor

Vince Pompo, Esquire

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

The Chairman said he wanted to thank the staff, their spouses and relatives for making it another successful Open House.

- 3. Meeting Minutes.** The minutes of the *Combined Session Meeting*, September 26, 2013 will be approved at next week's *Regular Session Meeting*.

4. **Executive Director's Report.**

A. Monthly Activity Report: Mr. Watts said he wanted to inform the Board of a recent letter from our Solicitor that there will be a small increase to their rates for 2014. Mr. Watts said there has been some activity with the North Western Chester County Municipal Authority on extending their sewer line out to the Lanchester Landfill. Mr. Watts said he believes things will be clearer after they receive their new NPDES permit. Mr. Watts said he received an invitation and plans to attend the celebration of efforts to designate the section of RT 23 from RT 10 to RT 322 a Pennsylvania Scenic Byway next week. Mr. Watts said he met with Recreation Resources recently to have them relocate the playground from the Scenic Overlook to a place along the Lanchester Nature Trail after these locations close in October. Mr. Watts said he has developed and posted a request for bids on our website for moving the display signs from the Scenic Overlook and various other sign related work. Mr. Watts said he and Ms. Fromnick visited the new Executive Director and his assistant at the Southeastern Chester County Refuse Authority (SECCRA) earlier in the month. Mr. Watts said the Lancaster City dealer of TraxxTMRF slope mowers demonstrated it on the slopes on our property near RT 322. One of our operators did most of the remote controlled slope mowing and we were impressed with the mower. We are proposing purchasing one next year to reduce the number of hours we spend on weed whacking. We have recently hosted a number of tours including Cub Scouts from Uwchlan Township. Mr. Watts said he and operations staff met with about a half dozen representatives of Caterpillar to discuss our displeasure with some of their products. We did have a positive response from Caterpillar and hope they can make some progress on our issues soon. Mr. Watts said all but one of our rental properties is currently rented and we have just received a deposit to rent it. One of the Area D properties will have been for sale for six months in November and Mr. Watts said he expects that CCSWA will be purchasing it. Mr. Watts said there are two other properties covered by Area D Property Value Guarantee Agreement that should be listed soon.

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 concerning the Delta Thermo Energy's project in Allentown. This has been very controversial since this technology has not been utilized to dispose of municipal solid waste on more than a pilot scale. The PADEP is now planning to hold a public meeting on the Allentown project. Lockheed Martin is also working on a project to convert waste into renewable fuels. Mr. Watts said this section also includes an article about the Citizens' Advisory Committee tour of the Conestoga Landfill which indicates their tonnage is down to about 2,000 tons per day. The landfill in Roxbury Township northern New Jersey continues to have trouble with two lawsuits now filed against it from the state.

D. Horizontal Grinder: Mr. Watts said he continues to work with Construction Demolition Solutions on having them take our wood in exchange for the disposal of bottom ash from a wood burning plant. We hope to start a demonstration of the bottom ash as daily cover as soon as we receive the PADEP approval.

E. Chester County Major Plan Update: Mr. Watts referred the Board to Section E. on the third page for his October recommendations. Mr. Watts said that there is uncertainty as to whether CCSWA will expand the landfill again at Lanchester or handle the waste generated by the 49 municipalities in its service area differently after Area E is filled. Mr. Watts is suggesting that we hire the ARM Group to complete a Feasibility Study for 10 more years of capacity – Area F. Mr. Esterly has asked the ARM Group for a proposal. Mr. Watts said he and Ms. Fromnick can update much of the Chester County Municipal Waste Management Plan, but would like to develop an RFP for some technical assistance. The assistance is needed in a waste characterization study and developing a Debris Management Plan. Mr. Watts said he and Ms. Fromnick were invited to a preliminary meeting, hosted by Chester County’s Department of Emergency Services, on developing a Debris Management Plan for Chester County. Mr. Watts suggested that he and Ms. Fromnick take the lead in the County Planning effort which would include a Debris Management Plan. This idea was well received by representatives of Chester County’s Department of Emergency Services, SECCRA and PADEP. Mr. Watts said if the Board approves this concept he would work to schedule an Implementation Committee Meeting as soon as possible.

F. Staff Hiring, Planning and Training at CCSWA: Mr. Watts said he developed this memo as a result of questions raised by Mr. Martin in trying to understand procedures at CCSWA. Mr. Watts thought it was worth sharing this with the Board and would encourage them to comment.

G. CCSWA Mission Statement & Business Description: Mr. Watts said while at WASTECON he overheard a conversation about having your mission statement on your website. Mr. Watts said he did not think CCSWA’s Mission Statement & Business Description had been updated in a few years. This information is currently only found in the Employee’s Handbook. The marked up version before the Board includes staff suggestions, the Chairman’s suggestions and the Solicitor’s comments.

H. CCSWA Mater Plan Items: This list is a result of the consultants planning for next week’s Advisory Committee Meeting. They thought it would be good for all members of the Committee to be aware of the various projects around the property and how the addition of woody vegetation to the final cap may interact with the existing projects.

I. Granger 3rd Amendment to the Landfill Gas Rights Agreement: Mr. Watts said there are three parts to this section. The first section contains a memo from him to the Board summarizing the action items from the second section. The second section contains excerpts of an October 23, 2013 letter from SCS Engineers to Mr. Esterly on their review of the plans and language proposed in the 3rd Amendment to the Landfill Gas Agreement. Mr. Watts said the only thing left out was the two plan sheets from Granger. Mr. Watts said the plans are hard to read in the reduced format, but if anyone is interested in reviewing the full size plans please contact him. The third part to this section are edits to Granger's proposed 3rd Amendment language by Mr. Watts, Senior Staff, SCS and CCSWA's Solicitor.

5. Operations/Site Development Report:

A. Monthly Activity Report: Mr. Watts said the landfill gas flow has been in the 2,900 cubic foot per minute range in September. Our rain gauge recorded 2.12" of rain for September. We also used 345,500 gallons of water for dust control in September. We spent 450.5 hours in September weed whacking and used 5,600 gallons of odor neutralizer around the site. Our Cat D7R dozer needs a new transmission, torque convertor, oil cooler and new injectors. The cost for this repair is about \$25,000. SECCRA is interested in purchasing our Cat 973 track loader – it will be before their Board early next month for approval. The cost to cover was up this month due to less alternate daily cover received. Included in this section was the PADEP hand written inspection report from October 1st and just received today the full typed report. Also in this section is the report from the Caernarvon Township Host Municipal Inspector.

6. Facility Engineer's Report:

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

- All of the construction work has been completed on the Area E, Stage 1B contract. Kinsley reports that close-out documents and the final payment application should become available sometime before the end of October 2013. ARM reports that preparation of the final quantity change order and the Final Certification Report are in progress.
- On Monday, Wednesday, October 16, 2013 a Resolution Meeting with Severson Environmental was held in response to a series contract change order requests recently received. During the course of the meeting it became apparent that Severson's is primarily concerned about a potential delay on the Closure Turf™ work. The notifications submitted by Severson claim that a delay beyond Severson's control has occurred. Supporting data to verify the facts of this claim were requested. A Change Order to extend the Closure Turf™ completion milestone by 20 calendar days has been prepared. Additional details concerning construction progress can be found in ARM's Project Status Report dated October 18, 2013.

- On October 2, 2013 I sent a letter to Mr. Richard Badis, Operations Manager of Severson Environmental regarding staffing of the Project Manager position on the project. I inquired about the status of Mr. Jeffrey R. Landis, who was previously identified in the bid as a principle individual to be assigned to this project. Mr. Badis responded that Mr. Landis will start work on this project within two to three weeks.
- During this period, Ludgate performed three days of construction quality assurance surveying. These surveys were focused on the field layout of the MSE wall.
- On or about September 30, 2013, SCS Engineers finalized the conceptual plan for the LFG system improvements. The conceptual plan was reviewed and found acceptable.
- In order to proceed with the LFG system improvements, a proposal for design and bidding phase services was requested.
- On or about October 11, 2013, I asked SCS Engineers to assist with the review of the 3rd Amendment to the Granger LFG Agreement and the Flare Station Modifications proposed by Granger Energy.
- On October 8, 2013 I requested a proposal from the ARM Group for planning services needed to identify the next landfill expansion (if any) available for future development. The proposal is due sometime before the end of October.

B. ARM Group – Monthly Status Report: A copy of the Monthly Status Report from the ARM Group dated October 17, 2013 was presented to the Board for review. During this period PADEP issued the minor permit modification for the Area C access road. ARM's monthly fee for Construction Phase Engineering Services during the period was \$4,720. The cumulative total for this task is now \$53,702. This task is being paid on the basis of time expenses.

C. Area E, Stage 2 & Alternative Cover – Construction Status: The Monthly Construction Progress Report dated October 18, 2013 concerning Area E, Stage 2 and the Alternative Cover System was presented to the Board. The work completed by the Contractor, Severson Environmental, during this period was listed in the report. Two photographs showing construction progress were attached to the report. Geomembrane installation for the Closure Turf™ is now in progress. The MSE wall task is also in progress. The payment due to the contractor for this is \$242,825, with a balance to finish of \$13,436,015.

D. Alternative Cover Milestone Date – Time Extension Request: Contract Change Order #1 for the Area E, Stage 2 and the Alternative Cover System was presented to the Board. This Change Order provides a 20 calendar day contract time extension for Milestone #1. It was recommended that the Board approve the Change Order. A motion to approve it was made by Ramsey Dilibero with a second by Peter Marroletti. The motion passed.

E. LFG Collection System Expansion – Design & Bidding Phase Services: The proposal dated October 10, 2013 from SCS Engineers was presented to the Board. The proposal is for the design and bidding phase engineering services needed for the next landfill gas collection system expansion. It was recommended that the Board accept the proposal in the amount of \$14,900. A motion to accept the proposal was made by Vince Carosella with a second by Joel Martin. The motion passed.

F. Area E, Stage 1B – Final Quantity Adjustment: Contract Change Order #2 for the Area E, Stage 1B contract was presented to the Board. This is the final change order for the contract. The change order provides a favorable final quantity adjustment in the amount of \$359,889. It was recommended that Change Order #2 (final) be accepted by the Board. A motion to accept the Change Order was made by Peter Marroletti with a second by Vince Carosella. The motion passed.

G. Closure & Post Closure Care Financial Assurance Update: A portion of the November 2011 Closure and Post Closure Care Financial Assurance Requirements was presented to the Board. The Boards attention was directed to the section of the report entitled Schedule for Re-evaluation of Financial Assurance Obligation. After a review of the matter the Board indicated that an updated evaluation of the financial assurance requirements will be considered next year. An update is not considered necessary at this time.

7. Water Management’s Report:

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

SEPTEMBER HIGHLIGHTS:

- September 2013 landfill leachate 407,065 gallons (includes gas condensate)
Leachate by area breakdown:
 - Area C 36,096 gallons
 - Area B 99,450 gallons
 - Area D 172,069 gallons
- Granger gas condensate 17,370 gallons
- September 2012 landfill leachate 338,399 gallons
- September 2012 Rainfall 3.97”
- September 2013 Rainfall 2.08”

LEACHATE STORAGE UPDATE: (As of October 18, 2013)

T-101 Leachate Storage Tank	- 245,000 gallons	capacity – 850,000 gallons
T-115 Leachate Storage Tank	- 227,500 gallons	capacity – 850,000 gallons
<u>T-100 Equalization Tank</u>	<u>- 110,000 gallons</u>	<u>capacity – 110,000 gallons</u>
Total Leachate STORAGE	- 582,500 gallons	capacity –1,810,000 gallons

Total percent of storage utilized - 31 %

LEACHATE STORAGE BALANCE

September 1 st 2013 leachate in storage	500,000
September 2013 landfill leachate	<u>+407,065</u>
Total	969,565
September 2013 leachate hauled	<u>- 440,700</u>
Total	528,865
September 2013 treated leachate	<u>- 8,140</u>
Total	521,725
September 2013 ending leachate storage	<u>540,000</u>
Difference	18,275

LACHATE HAULING

Hauling of leachate to Exeter WWTP continued through the month of September 2013. A total of 447,500 gallons were hauled off site for treatment.

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

- 116,000 gallons was recirculated into the recirculation blankets during the month of September 2013.

Recirculation to date: 9/31/2013

<u>Trench #</u>	<u>Recirculated (gal)</u>	<u>Maximum (gal)</u>
A	This trench has reached capacity	
B	This trench has reached capacity	
C	This trench has reached capacity	
D	This trench has reached capacity	
E	1,793,912	2,631,930
F	3,130,621	3,682,875
G	3,263,425	5,066,750
H	<u>1,366,965</u>	<u>5,687,500</u>
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	362,140	1,250,000
2	373,832	1,250,000
3	378,599	1,250,000
4	<u>383,734</u>	<u>1,250,000</u>
Total	1,497,800 (gal)	5,000,000 (gal)

LEACHATE TREATMENT PLANT (UFRO SYSTEM)

The UFRO was shut down on 9/15/2013 due to the failure of the Booster pump. The pump was unable to be repaired and a new one was ordered. There was a four (4) week delivery for this pump. The pump was received 10/17/2013 and was installed. The plant processed 8,140 gallons during September due to this issue.

GROUND WATER INFLOW/STORAGE UPDATE: 10/18/2013

- Ground Water Storage Pond – 625,000 gallons 78 % of capacity
- The Ground Water Storage Pond Outfall 101 maintained a manageable level during September 2013 no discharge to Outfall 001.
- Total Ground Water received for September 2013 – 54,014 gallons.
- Contractors use water from the groundwater storage pond during the month of September for onsite dust control.

NPDES PERMIT COMPLIANCE:

NPDES PERMIT DMR PA 0082791 for Outfall 001,100, and 101 CONESTOGA RIVER dated September 27, 2009 – The NPDES DMR Outfall 001, 100 and Outfall 101 for September 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 176,900 gallons of groundwater (Outfall 101) Ground Water Storage Pond, was discharged to (Outfall 001). A total of 176,900 gallons was discharged to the Conestoga River (Outfall 001) during September 2013.

8. Compliance Officer's Report:

A. Monthly Activity Report: Ms. Devine mentioned that the 3rd quarter ground water data had been reviewed and submitted to the DEP. Ms. Devine said she would report on some of the results later in her report. She also reported one radiation alarm in the past month. The isotope was I-131 and the load was landfilled.

Ms. Devine also reported that the Title V renewal permit application is currently under technical review by the PADEP. Ms. Devine reported that there were no neighbor complaints received in the past month.

Ms. Devine reported that she conducted the quarterly depth to water measurements in the on-site wells in the past month. On Oct. 1, she accompanied DEP and HMI on a site inspection. DEP mentioned that an area recently filled on the east side of Area D would need to be seeded or stabilized in some way over the winter. The plans were to Posi-shell it. Ms. Devine also reported that she attended “smoke school” for recertification as a visible emissions evaluator as required by the site Title V Permit. Terry also informed the Board that gas probe #16 was re-checked on 10/14 and there was no methane detected in it.

Ms. Devine then discussed some of the quarterly well results and some discussion ensued.

B. Extension For Groundwater Sampling & Analytical Services: Letter from ALSI the environmental testing lab that conducts the quarterly well sampling and NPDES, drinking water and storm water analysis. They are proposing to extend the current contract for an additional three years at no price increase. They also suggested a possible longer extension at reduced prices. The Board authorized Ms. Devine to enter into discussions with ALSI.

9. Recycling Coordinator's Report:

A. Monthly Activity Report: Ms. Fromnick provided a list of meetings and events attended during the past month: Ms. Fromnick met with the Springton Manor Farm superintendent to discuss the building of a demonstration compost park at that site. The compost park will be built by an Eagle Scout or the spring master composting class. Specifications have been provided and the CCSWA will finance materials. Ms. Fromnick also visited the Spackman Farm, a potential food waste composting site for West Chester University and West Chester Borough restaurants. The ever popular final HHW event of the year was held at the Government Services Center. Most of the material collected was e-waste.

B. Correspondence: In – A list of municipalities awarded 2011 Performance Grants was provided as well as a list of 2012 applications reviewed by Ms. Fromnick. The 2012 Recycling Coordinators Grant was approved at \$65,535.97. A DEP letter announced East Marlborough and New Garden Townships non-compliance with Act 101. The 2013 HHW grant approval for the first 4 events totals \$32,005.97 divided between the County at \$28,446.55 and the CCSWA at \$3,559.42. Host site approvals for the first three 2014 HHW events were received. **Out** – A list of items was provided: Of particular note a P & M Inter-municipal Agreement was sent to Caln Township. Ms. Fromnick submitted applications to each of the 2014 HHW host sites and the New Garden HHW invoice is attached.

C. Projects: Ms. Fromnick provided a list of projects. The invoices for Chester County are much lower than those events in the Pittsburgh area indicating how cost effective this program is for Chester County and well deserving of the recognition and awards received. The survey results from the GSC HHW Event indicate the need for e-waste collection. Ms. Fromnick explained the value of Juvenile Probation to the HHW program. A program for juveniles, who owe restitution to repay their victims, was described for consideration. Additional information will be collected.

10. Business Manager's Report.

A. September 2013 Monthly Tonnage Report: Mr. Gorney presented the Tonnage Report for September 2013, indicating that the tonnage of 24,397.43 was 6.7% under budget but was lower than September 2012 by 1.2%.

B. September 2013 Accounts Receivable: Mr. Gorney stated that receivables day sales outstanding decreased from 39.22 days in August 2013 to 38.14 days in September 2013. Mr. Gorney stated that the decrease was due to faster payments from AJ Blosenski.

C. September 2013 Financial Statement: Mr. Gorney presented the Financials for September 2013 stating that we had a gain of \$651,103 for the month. Retained Earnings are at \$55,942,743. The funds invested totaled \$45,301,117.94 at month end. The interest earned in September 2013 was at a rate of 0.13% below the 0.14% in August 2013.

D. September 2013 Vendor Check Register Report: The Vendor Check Register was presented to the Board. The checks for September 2013 totaled \$1,487,684.13.

E. Large Dollar Check Approvals: Mr. Gorney presented the October 2013 Large Dollar invoices totaling \$955,514.39, consisting of the attached schedule 10E. Mr. DiLibero made a motion to accept the Large Dollar Invoices as presented; Mr. Carosella seconded the motion. The motion was carried by a unanimous vote.

F. Act 101 – 3rd Quarter 2013: Mr. Gorney presented the 3rd Quarter 2013 Act101 Payment for October 2013 totaling \$800,378.48 consisting of the attached schedule 10F. Mr. Marroletti made a motion to accept the 3rd quarter 2013 Act101 payment for October 2013 as presented; Mr. DiLibero seconded the motion. The motion was carried by a unanimous vote.

G. Preliminary Financial Summary – 2014: Mr. Gorney presented the 2013 Financial Plan stating that pricing was increased \$2.00 per ton. The tonnage was held constant to the 2013 projection. The level of expense increases in operations and administrations well as capital expenditures was also discussed. The reduction in the gain from \$5,742,015 to 5,405,602 was discussed. The Board asked for the 5 year summary on alternate daily cover and other non-recurring sales. The 2013 Financial Plan will be reviewed and presented at the next meeting.

H. Resolution For 2013 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. 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. Carosella seconded the motion. The motion was carried with a unanimous vote.

I. Audit Letter 2014: Mr. Gorney presented the Audit Letter for the 2013 Audit, stating that the cost of the audit for 2013 will be \$46,000.00 or 1.0% higher than the cost of the 2012 audit. The Board instructed Mr. Gorney to update last year's agreement to be mailed to BDO for signature. Mr. Marroletti made a motion to retain the Auditors for 2013 as presented; Mr. Carosella seconded the motion. The motion was carried with a unanimous vote.

There being no further business, the meeting was adjourned at 8:00 p.m.

Prepared by,

Peggy A. Cunius