

CHESTER COUNTY SOLID WASTE AUTHORITY

Combined Work Session & Regular Meeting — Lanchester

December 18, 2014

1. **Call to Order:** Bob Schoenberger, Chairman, called the December 18, 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
Peter Marroletti
Kim Venzie

Authority Members Absent

Peter Knipe
E. Joel Martin
Vince Carosella

Management and Staff Present

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

Solicitor

Vincent M. Pompo, Esquire

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

The Chairman said there would be a *Combined Session Meeting* on January 22, 2015.

3. **Meeting Minutes:** Mr. Marroletti moved and Mr. DiLibero seconded approving the minutes of the November 20, 2014 *Combined Session Meeting*. The vote was unanimous.

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

A. Monthly Activity Report: Mr. Watts said he received only a few comments on the price increase for next year. He said he has also received two calls asking why we are adding an \$8.00 per mattress surcharge next year. Once they were informed as to the difficulties with landfilling mattresses they seemed satisfied with the surcharge. Mr. Watts said he did send letters again this month to haulers that either had overweight trucks and/or safety violations. Mr. Watts said due to his interest in mixed waste recycling he sat in on a National Recycling Coalition Conference Call that the main topic was for their organization to decide if they supported the Recycling Industries Coalition's opposition to this practice. Mr. Watts said the NRC did decide to support RIC after over an hour of spirited debate. Mr. Watts said Section 4C contains articles on both sides of this debate. Mr. Watts said Ms. Fromnick, Mr. Schoenberger and himself met recently with others on the County's Implementation Committee to interview three consultants that provided the best proposals on updating the County's Solid Waste Plan. Mr. Watts said the TechWise Group (our IT Service Provider) recently demonstrated some of the advanced capabilities of Microsoft Office 365 to staff. Two features that Mr. Watts thought were very interesting were OneDrive for Business and communications options including telephone calls from your computer. Mr. Watts said he anticipates presenting a possible technology update to the Board in 2015. The owners of 958 Churchtown Road had asked us to set the "Fair Market Value" for their property under the terms of the Area D Property Value Protection Agreement. Recently we presented them the appraisal we had completed and they have decided to hire their own appraiser.

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 about Michelle Kichline who was recently appointed to complete the term of Chester County Commissioner Ryan Costello since he has been elected to the US House of Representatives. In this section was a December 5th article on the expansion plans of the Frey Farm Landfill. There was a second article in this section concerning the Lancaster Solid Waste Authority's interest in operating an anaerobic digester. Frederick County has decided to scrap plans for a waste to energy plant. There was an article in this section titled – *Massachusetts's Ban on Food Waste Could be a Model for the Rest of the Country.*

D. Correspondence: Mr. Watts said the only item in this section was a November 25, 2014 letter from the PADEP Geologist in charge of monitoring groundwater at Lanchester. The letter states that she has observed increasing mercury in some wells on site so she has asked us to monitor for mercury in some of the offsite homeowners wells that are offered free sampling under Act 101. Ms. Devine has made these changes to sampling of these wells.

E. Groundwater & Stormwater Memo: This section contains a rewrite to Mr. Watts' earlier memo concerning Mr. Martin's 3rd Quarter Report to Caernarvon Township. Mr. Martin has updated his report and the memo in this Section is Mr. Watts' update. New to the memo was the inclusion of Golder Associates memo on stormwater. Mr. Watts said that page 4 contains the conclusions – CCSWA is in compliance with all permits and two Action Plans. The first Action Plan contains steps that will be taken to reduce lead and arsenic in the water pumped out of MW-7A. Ms. Devine is currently contacting vendors for bids to redevelop the well. The second Action Plan includes our contractor removing sediment from two sedimentation ponds soon, adding additional parameters to sampling plans and we have hired a consultant to help us improve our erosion and sedimentation control systems around the entire property.

F. George A. Weaver, Inc. – Property Rental: Mr. DiLibero moved and Ms. Venzie seconded filing a Lawsuit against the Weaver Group Services LLC for money owed to CCSWA from the services they provided when they were our rental agent. The vote was unanimous.

G. Suggested 2014 Donations: Mr. DiLibero moved and Mr. Marroletti seconded approving the donations as presented. The vote was unanimous.

5. Operations/Site Development Report.

A. Monthly Activity Report: Mr. Watts said we recorded 2.75" of rain in November. CDS processed almost 100 tons of wood during this period. In this section are the inspection reports from PADEP and Vision Engineering for Caernarvon Township. Both inspection reports had no violations or concerns. Mr. Watts said included in this section were graphs of cost of daily cover, contracted labor and average overtime hours by month per operation's employee. Mr. Watts said the cost of cover was up this month mostly due to very little alternate daily cover was accepted in November. New this month was a graph indicating the amount of landfill gas used by Granger Energy and if it was used for electrical production or sent down the pipeline. Mr. Watts said starting next month this graph will be for the entire month. Mr. Watts said the graph indicated times when they needed to shut down one engine because they needed more gas in the pipeline due to construction at the Conestoga Landfill. There was also a period of time when the gas flow dropped from the 3,000 cfm average due to a breakdown of one of the Granger blowers. Mr. Watts said the diesel fuel use graph was back this month and it included a note that over the first two months with its new blade our electrically driven Cat D7 used 28% less fuel than our old D7 over a three month period. The last thing in this section was the text from an article that was published in the December 7th edition of the Lancaster Newspaper. This was a very prominent article on the entire front page of their Outdoor Section. The positive article was concerning the disabled veteran hunt that Ms. Nichols has organized at Lanchester.

B. Recommendations For Roadway Material: Mr. Marroletti moved and Mr. DiLibero seconded accepting the low bid for roadway material of \$9.79 per ton delivered from Martin Limestone for 2015. The vote was unanimous.

C. Recommendations For Daily Cover: Mr. Marroletti moved and Mr. DiLibero seconded accepting the low bid for cover soil of \$8.67 per ton for the first year and \$8.93 per ton delivered for the second year from Silver Hill Quarry. The vote was unanimous.

6. Facility Engineer's Report. (ORE)

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

- During this period Ludgate Engineering Corporation (LEC) assisted with local permitting requirements needed for the relocation of the old scenic overlook pavilions to the Honey Brook Library property.
- During this period the ARM Group (ARM) continued to provide services on the following tasks: Construction Quality Assurance (CQA) and Resident Project Representative (RPR) Services for the Area E Stage 2 Construction Project; preparation of the Construction Certification Report and the PADEP Form 37 for the Cell D3 Alternative Final Cover Construction; monthly monitoring required for the Cell D3 Alternative Final Cover demonstration permit; and delineation of the proposed limits for the 2015 Final Cover System improvements.
- On Thursday, December 4, 2014 SCS Engineers (SCS) delivered Preliminary Drawings for a 12-inch diameter landfill gas (LFG) by pass header and the addition of a gravity flow condensate drain header. The Preliminary Drawing remains under staff review. The bypass header will improve the LFG flow rate to the Granger Plant and will serve to correct Severson's defective work on the existing header. The defective work constructed by Severson is ineligible for payment under the terms of the Agreement with Severson.
- During this period Sanborn Head and Associates (SHA) submitted a proposal to assist with the 2014 Annual Leachate Recirculation Report required by PADEP.

B. Area E, Stage 2 – Letter Dated November 20, 2014: The letter dated November 20, 2014 to Severson was presented to the Board. A draft of this letter was previously reviewed with the Board at the November Combined Meeting.

C. Area E, Stage 2 – Letter Dated November 21, 2014: Severson's letter dated November 21, 2014 was presented to the Board for review. This letter requests changes in the "contract time" and "contract price"; however the letter does not identify a specific "change in the work" that would justify the requested changes. On December 4, 2014, Severson submitted an updated Project Schedule that indicates a reversal of the position offered in the letter dated November 21, 2014.

D. Area E, Stage 2 – Meeting Minutes Dated December 3, 2014: The construction Progress Meeting minutes dated December 3, 2014 were presented to the Board by Mr. Dan Fellon, P.E. of the ARM Group. It was reported that Sevenson submitted a Progress Schedule update at the meeting. The update indicates that final completion will occur on or before January 19, 2015. It was also reported that a subtle shift in Sevenson’s tone was observed during the meeting.

E. Area E, Stage 2 – Updated Project Schedule Dated December 4, 2014: Sevenson’s updated Project Schedule dated December 4, 2014 was presented to the Board by Mr. Dan Fellon, P.E. The Schedule indicates that project completion may occur before the Board’s January Combined Meeting. It was reported that the steps to substantial completion include: acceptance of the Record Drawings; and completion of the work to the point where, in the opinion of the Engineer, it is sufficiently complete so that the work can be utilized for the purposes for which it was intended. After the Engineer issues a Certificate of Substantial Completion, it follows that the Contractor may request the release of retainage. Provisions concerning the deduction of liquid and special damages from monies due Contractor under the Agreement were discussed.

F. Area E, Stage 2 – Letter Dated December 5, 2014: The letter to Sevenson dated December 5, 2014 was presented to the Board. This letter confirms the Authority’s receipt of the updated Project Schedule. Also that January 19, 2015 represents the final completion date, not the date implied in Sevenson’s letter dated November 21, 2014.

G. Area E, Stage 2 – Meeting Minutes Dated December 10, 2014: The construction Progress Meeting minutes dated December 10, 2014 were presented to the Board by Mr. Dan Fellon, P.E.

H. ARM Group – Budget Amendment Request Dated December 11, 2014: The proposal from the ARM Group dated December 11, 2014 was presented to the Board. This proposal serves to extend the Construction Quality Assurance and Resident Project Representative Services until January 2015. It was recommended that the Authority approve the proposal in the amount of \$64,000. A motion to approve the proposal was made by Mr. Pete Marroletti with a second by Mr. Ramsey DiLibero. The motion passed.

I. SCS Engineers – Monthly Status Report: The Monthly Progress Report from SCS Engineers for December 2014 was presented to the Board.

7. Water Management’s Report. (GAL)

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

NOVEMBER HIGHLIGHTS:

- November 2014 landfill leachate 496,900 gallons (includes gas condensate)
 - Granger Energy Condensate 10,693 gallons
- November 2013 landfill leachate 444,062 gallons
- November 2013 Rainfall 2.48”
- November 2014 Rainfall 2.73” (7 days of measurable rainfall)

LEACHATE STORAGE UPDATE: (As of November 1, 2014)

T-101 Leachate Storage Tank	-240,000 gallons	capacity – 850,000 gallons
T-115 Leachate Storage Tank	-232,500 gallons	capacity – 850,000 gallons
T-100 Equalization Tank	-110,000 gallons	capacity – 110,000 gallons
Total Leachate Storage	-582,500 gallons	capacity –1,810,000 gallons

Total percent of storage utilized - 31 %

Storage tank 101 was cleaned 12/2/2014

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.
- 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

- 185,000 gallons was recirculated into the recirculation blankets during the month of November 2014.

Recirculation to date: 10/1/2014

<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>Area C Blankets</u>	<u>Recirculated (gal)</u>	<u>Maximum gallons/year</u>
1	373,697	1,250,000 valve problem
2	475,380	1,250,000
3	468,600	1,250,000
4	424,331	1,250,000
Total	1,588,718(gal)	5,000,000 (gal)

<u>Area D Blankets</u>	<u>Recirculated(gal)</u>	<u>Maximum gallons/year</u>
1	10,200	to be determined
2	21,000	to be determined
3	0	to be determined
Total	31,200	to be determined

LEACHATE TREATMENT PLANT (UFRO SYSTEM)

The UFRO ran 22 days during November. The plant processed 58,800 gallons during this month. This was an average of 2,673 gpd.

LEACHATE HAULING to off-site POTW

A total of 491,000 gallons were hauled off site for disposal during the month of November 2014.

GROUND WATER INFLOW/STORAGE UPDATE: 9/16/2014

- Ground Water Storage Pond (Holding Pond) – 605,000 gallons 76 % of capacity.
- The Ground Water Storage Pond Outfall 101 maintained a manageable level during November 2014 with no discharge 0 gallons. Water from this Groundwater Holding Pond is available for Contractors as well as CCSWA staff for dust control.
- Total Ground Water received for November 2014 – 97,500 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 2014 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 0gallons 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 November 2014.

- Met with Andrew Hall, water quality specialist with the DEP for the annual NPDES site/plant inspection. We inspected the pond outfalls around the site, inspected the treatment plant outfalls, reviewed analytical records and required record keeping. No deficiencies were noted. Pond and plant outfalls as well as the treatment plant as outlined in CCSWA's NPDES were in full compliance. Full report from DEP water quality, will be available in the January 2015 water operations report.

- During our water quality inspection with Mr. Hall, PADEP water quality specialist, I had the opportunity to discuss several issues. Mr. Hall would be the individual in charge of the south central region water quality program. One of these issues I discussed is our NPDES requirement of “monitor and report” on our various DMR’s for the treatment plant as well as our storm water ponds.

For the treatment plant the “monitor and report” for certain compounds is due to the fact that we have a UFRO treatment process. Excursions are not expected. Red flags trigger automatically during the E-DMR submittal process. The Holding pond “monitor and report” was based on initial background analytical results submitted with CCSWA’s permit application. The PADEP would be looking for an unusually high spike in results to signify a potential problem. The storm water ponds and their discharge requirement of “monitor and report” were based on the same permitting submittal process. Background sampling showed normal expected analytical results. An unusually high spike in results would signify a potential problem. This reporting requirement is also based on the fact that outfall flows from the ponds during storm events as well as the river, have no way of being measured and therefore stream loading cannot be calculated.

All NPDES results and submittals from Lanchester landfill are reviewed by Mr. Hall himself. I discussed some results being above drinking water standards and should there be a reason for concern. He said no, we are not talking about drinking water. The drinking water standard was put in place so supplied potable water will be treated to a standard. Mr. Hall stated that the furthest most head waters of the Conestoga River would not meet drinking water standards. Mr. Hall would be happy to meet, “at his office” with any of us to discuss the DEP’s position and regulations.

8. Compliance Officer’s Report. (TAD)

A. Monthly Activity Report: Mr. Watts said there were no radiation alarms since the last meeting. Ms. Devine has recently submitted the DMR’s to the PADEP on stormwater. There was a meeting earlier today with our consultant and PADEP concerning the delisting of the IU Landfill’s leachate. Mr. Watts explained that since the IU site is a hazardous waste landfill its leachate is considered hazardous by definition. Mr. Watts said the IU leachate does not test hazardous and is actually our most dilute leachate on the property. During the meeting there was an agreement on a sampling plan that if the results were as expected, could result in the IU Landfill’s leachate being delisted.

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 that she attended a meeting with West Goshen police and township personnel and members of the soccer and football association. Attendance at their games have caused dangerous traffic problems and hampered traffic flow at the household hazardous waste collection event at the GSC. The athletic associations agreed to wait until 2:30 pm to start their games. Ms. Fromnick also commented that there is a tentative 2015 HHW schedule with 2 new sites but the program is still without an e-waste collector. Ms. Fromnick hosted a meeting the previous day with several state representatives and/or their assistants, HHW committee members, Ecovanta and Clean Harbor representatives to discuss solutions to the loopholes in the Covered Device Law.

B. Correspondence: In – Ms. Fromnick provided a list of major pieces received.
Out – A list of major correspondence was provided.

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

10. Business Manager's Report. (MPM)

A. November 2014 Financial Statement: Mr. Magrann presented the Financials for November 2014 stating that Net Income was \$487,851 for the month, which was 14.9% below the budgeted amount for the month. Retained Earnings at the end of November 2014 were at \$63,099,016. The funds invested totaled \$40,060,462 at month end. Mr. Marroletti made a motion to accept the Financial Statements as presented; Mr. DiLibero seconded the motion. The motion was carried by a unanimous vote. One additional item was the request from the Board to include percentages on Schedule 10A – 2, the Summary Profit and Loss Statement.

B. November 2014 Accounts Receivable: Mr. Magrann stated that receivable days outstanding increased from 37.75 days in October 2014 to 45.76 days in November 2014. In addition, Rental Property Collections was higher than Expected Net Rentals Due by \$1,974 in November 2014. A discussion of the pursuit of funds owed to the Authority by the former property manager (Phil Weaver) was discussed and it was agreed that a legal complaint against the former property manager will be filed.

C. November 2014 Tonnage/Customer Information: Mr. Magrann presented the Tonnage Report for November 2014 of 24,553 tons which was 8.24% below budget for the month and was 2.35% higher than the November 2013 tonnage received. The November 2014 Y-T-D tonnage received was 0.33% higher than the November 2014 Y-T-D budgeted tonnage and 1.47% higher than the November 2013 Y-T-D actual tonnage.

D. November 2014 Vendor Check Register Report: The Vendor Check Register for November 2014 was presented to the Board by Mr. Magrann. The checks totaled \$602,373.46. Mr. Marroletti made a motion to accept the Check Register as presented; Ms. Venzie seconded the motion. The motion was carried by a unanimous vote.

E. Large Dollar Check Approvals (Until 12/18/2014): Mr. Magrann presented the Large Dollar Invoices (from November 21, 2014 to December 18, 2014) totaling \$830,811.64. Mr. Marroletti made a motion to accept the Large Dollar Invoices as presented; Mr. DiLibero seconded the motion. The motion was carried by a unanimous vote.

F. Request For Insurance Policy Purchase: Mr. Magrann presented a request to approve the renewal of the Commercial and Public Officials and Employment Practices policies from Univest. The annual premium insurance quotes were \$73,337 for the Commercial Package (an 11.9% decrease from 2014 quote of \$83,211) and \$31,370 for the Public Officials Liability and Employment Practices policy of \$31,370 (a 4.4% decrease from 2014 of \$32,823). Mr. Marroletti made a motion to accept the recommended insurance policies as presented; Ms. Venzie seconded the motion. The motion was carried by a unanimous vote.

G. Proposed Deferred Profit Sharing Plan Contribution: Mr. Magrann presented a request to contribute 12% of employees' earnings for the second six months of 2014 to the Deferred Profit Sharing Plan. Mr. Marroletti made a motion to accept the Profit Sharing Plan Contribution as presented; Ms. Venzie seconded the motion. The motion was carried by a unanimous vote.

H. 2015 Budget Final Approved Version: Mr. Magrann provided the Board with a copy of the final Approved 2015 Budget.

I. Resolution To Transfer From Operations Fund To Capital Fund: Mr. Magrann presented a resolution to transfer \$10,330,775 from the Capital Fund to the Operations Fund. In addition, a request to transfer \$10,627,755 (net \$297,000) from the Operations Fund to the Capital Fund to replenish the fund for future required Capital Expenditures. Ms. Venzie made a motion to adopt the Resolution as presented, Mr. Marroletti seconded the motion. The motion was carried by a unanimous vote.

The meeting was adjourned at 8:01.

Prepared by,
Peggy A. Cunius