

# MABE Meeting Minutes May 31, 2016

In Attendance:

Absent:

Others In Attendance:

Rick Shaw  
Jose Colon  
Darrell Gibble  
Floyd Jennelle  
Charlotte Gehman  
Stephen Masarik  
Stephen Kalis

Mike Popow  
Jack Stewart

Meeting called to order at 7:00p.

A Workshop meeting was held on May 24<sup>th</sup> for the purpose of announcing the Bids received for the Lagoon Closure and Water Service Upgrade projects and for presentation by David Busch of Keystone-Alliance Consulting and discussion of finances.

## Meeting Minutes

**Motion by Floyd to approve the Meeting Minutes of the April 26, 2016 Board Meeting and the Workshop Meeting Minutes of May 24, 2016. Second by Jose. Motion Approved.**

## Public Comment

None.

## Correspondence

Stoltzfus Enterprises Contract – **Motion to approve 1 year Stoltzfus bookkeeping contract in the amount of \$1,450.00 per month by Darrell. Second by Floyd. Motion approved.**

**Motion to approve invoice for pumping lagoons by D&K Disposal in the amount of \$1,520.00 by Rick. Second by Darrell. Motion approved.**

Charlotte will send PENNVEST brochures to non-connected residents to make them aware of financing for first time sewer connections.

## Treasurer's Report

**Motion by Darrell to approve the invoices. Second by Floyd. Motion approved.**

## Admin Update

Charlotte shared the status of accounts with outstanding balances and actions taken.

## Operator's Report

No violations. Plant is operating better because the ground is more absorbent.

Blower Building Door Repair – Scheduled for the week of June 6<sup>th</sup>. Dave will be making phone calls to contractors to follow-up.

Lagoon Dewatering – John is running the pumps when there is water in the Lagoons.

Chemicals in Sand Filter Building – scheduled to be completed by this Friday June 3rd.

Disinfection Building Damage Evaluation – John counted 10 outlets that are not working. Dave recommends getting an electrician in to evaluate. Dave will locate an electrician for an evaluation.

Corbett Hour Meter Replacement – numbers were reported incorrectly.

Quotes for Generator Service – Dave is trying to get a second quote. He needs to get clarification on the quotes provided. Dave is asking for authorization for servicing generators at WWTP on an annual basis, plus all disposable

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items, major service of the portable generator, service check (semi-annual) for annual fee of \$1,132.47. Dave will get clarification on services included prior to next meeting. **Motion by Darrell to authorize Dave to confirm a maintenance proposal pending verification by the supplier. Second by Floyd. Motion approved.**

New Influent Pump Hour Meter – John will be installing this week.

Swale Work – Dave will talk to Heilner to compare the newest quote to the original quote provided.

## Engineer's Report

February 24 Storm Damage

Southern Swale Drainage - Still considering quotes for this work.

WWTP HVAC System – System is damaged beyond repair. Stephen M has asked CCDCD if HVAC can be included under the grant. \$10,828.14 is quoted price received from Tri-State. Stephen suggests ordering the system and waiting to install. **Motion by Jose to order the equipment per the Tri-State quote, but holding installation until further notice. Second by Floyd. Motion approved.** Rick signed the quote.

Lagoon Closure Project – Bids received on May 24<sup>th</sup>. Alternate bid item of roadway restoration needs to be considered. **Motion by Darrell to accept the low bidder Berg Construction, excluding alternate A and pending review and approval by the engineer and solicitor and pending acceptance and receipt of all documentation by Chester County Department of Community Development. Second by Jose. Motion Approved.**

Plant Water Project – Bids were received on May 24<sup>th</sup>. **Motion by Floyd to accept the low bidder Zimmerman Environmental, including alternate A, and pending conditional approval by the engineer and solicitor and pending acceptance by Chester County Department of Community Development. Second by Jose. Motion approved.**

Stephen Kalis has reviewed the summary provided of the low bidders and find them both to be compliant. Stephen Masarik says that Zimmerman is a newer company, so they may require more oversight. Berg has a good reputation. He has discussed the bidders with the County and while they do not offer recommendations, they will review the approved bidders and as long as the paperwork is in order, it should be approved.

Stephen M estimates \$40,000.00 in engineering costs to complete both projects.

Rick asked how critical the Water Service Project is to plant operations. Stephen M feels that the project is not critical, but that pressure is low for the equipment at the plant.

Darrell asks about the fill and whether that is required as Joe had indicated we might be able to fill lagoons with the soil we have, but it may be low.

Manhole Inserts – 3 samples were sent over, but 2 did not fit. Exeter Supply came out to re-measure and new samples will be sent before the final order will be placed.

Manhole C-2 Inspection – Board reviewed report of repair. Hydraterra will check it during a rain event.

## Solicitors Report

Sunoco Pipeline Crossing – Sunoco is requesting encroachment on existing easement areas. Stephen feels the document is in final form based on previous conversations. Negotiation is complete. Including reimbursing all professional fees incurred within 30 days of an invoice for all actual and professional engineering and legal fees. **Motion to authorize entering into a letter of no objection with Sunoco in connection with the Pipeline by Floyd. Second by Darrell. Motion approved.** Includes restoration of property damage. When the letter is finalized, Charlotte will get a copy to Rick to sign.

## Old Business

CEFC Sewer Connection – no new information.

Based on observation, it appears the Stoltzfus property at 57 S. Brick Lane may be connected. Charlotte will send a letter to inquire if the property is connected and send a sewer application.

PIRMA Policy Review – Review of quotes provided for flood insurance provided by PIRMA. No change to coverage will be made at this time.

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Storm Damage Claim Settlement – will discuss further with the Borough.

Keystone Alliance Consulting – discussion of whether to commit to a Rate Study at a cost of \$7,000.00. Will discuss further at the June meeting. Discussion of finances and potential rate increase.

## New Business

Security – Dave asked that anyone who sees the gate open is to call Dave or John. Charlotte will call contractors Heilner, Maine Poole and Suburban Testing Labs to ask that the gate be consistently locked. Inks has already been contacted. The Board does not feel that contractors will use a log book and there does not appear to be anything available that is waterproof enough for the set-up of the WWTP, so we will not pursue this idea any further.

Meeting Adjourned: 8:35p

Next regular meeting will be on June 28, 2016 at 7:00p at Borough Hall.

Respectfully Submitted by Charlotte Gehman

## Action Items

### Stephen Masarik

Order HVAC System from Tri-State

### John Larson

Influent Pump Installation

### Dave Friedman

Schedule Electrician to Evaluate Outlets in DU Building.

Blower Building Door Repair Follow-up

Generator Service Quote Clarification

### Stephen Kalis

Finalize Sunoco Letter of No Objection

### Charlotte Gehman

Contact contractors to confirm gate is being locked.

Letter to confirm connection at 57 S. Brick Lane