

UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Monday, June 6, 2016

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Sewage Treatment Authority at approximately 7:02 PM in the public meeting room of the Upper Saucon Township Water and Sewer Department office building, 4774 Saucon Creek Road, Upper Saucon Township, Lehigh County, PA.

NOTIFICATION:

All public sessions of the Upper Saucon Township Sewage Treatment Authority are electronically recorded. The recordings are maintained as part of the record of the meeting until the minutes are transcribed and approved by the Authority.

MEMBERS PRESENT:

Bruce Bush – Chairman
Mindy Moore - Vice Chairwoman
Joaquin (Jack) DeMatos - Secretary
Ronald Reybitz - Asst. Secretary and Asst. Treasurer
Mark Sullivan – Treasurer

STAFF PRESENT:

Gary A. Brienza, Esquire, Solicitor
Karl E. Schreiter Jr. P.E., Engineer
Chris Cope, UST Director of Water and Sewer Resources - EXCUSED ABSENCE
John Guignet, UST Assistant Director of Water and Sewer Resources
Wendy Sinko, Water/Sewer Clerk (transcriber)

VISITORS:

None

PUBLIC COMMENT:

None

MINUTES:

A motion was made and seconded to approve the meeting minutes for May 2, 2016 with the following revision:

- Note: The start of the May STA meeting was delayed due to a presentation to the Board by Gannett Fleming, regarding a potential contract.

Motion passed unanimously.

CORRESPONDENCE COMMENTS:

Authority members may comment on the correspondence packets or the "Summary" which they received.

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UPPER SAUCON SEWAGE TREATMENT AUTHORITY CORRESPONDENCE for June

(Note: This is a summary of the correspondence prepared by the Chairman. Details must be obtained by reading the actual piece of correspondence)

Date prepared or revised: 5/17/2016, 5/18/2016, 5/26/2016, 5/31/2016

Date of letter: 5/3/2016

Letter from: Gary Brienza, Solicitor (e-mail)

Letter sent to: Tom Beil, UST

Subject: Gannett Fleming

The Authority voted to approve the proposal submitted by Gannett Fleming last night. You will recall that GF was the lowest of the engineering firms contacted to provide pricing of a full review of the plant and the systems/operations. Since the item was already in the USSTA plant budget the Board was able to approve the contract (limited to not to exceed \$40k). GF will be asked to take a few items out of the proposal (effluent reuse for example) that do not seem to be issues for us.

Date of letter: 5/4/2016

Letter from: Karl Schreiter, SEA

Letter sent to: N Stolfus, DESCOCO

D Muller, EEC Inc.

Subject: UST WWTP Dump Station

UST is soliciting quotes to install a concrete dump station at their WWTP. The dump station is a concrete pad structure to be built on the treatment plant site. Attached are copies of the plans for this work. UST would like to proceed with this project this spring.

Date of letter: 5/4/2016

Letter from: Nicholas Stolfus, DESCOCO (e-mail)

Letter sent to: Karl Schreiter, SEA

Subject: UST WWTP Dump Station

We can put together a price.

Would recommend not using PennDOT AAA concrete in this containment application. We have poured a lot of bridge decks and AAA is very susceptible to shrinkage, cracking, expensive and hard to finish. A 4000AE mix is what we have used successfully in our design-build containment projects.

Note: Karl sent an e-mail to Chris and John and stated that this may be the reason we are not getting any bids. We may have to formally bid it.

Date of letter: 5/4/2016

Letter from: John Guignet, UST (e-mail)

Letter sent to: Karl Schreiter, SEA

Subject: US WWTP Dump Station

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I will admit that I know very little about concrete but why is PennDOT grade concrete specified? The only thing that will be driven on it is a backhoe to remove the debris and maybe the vac truck on the front edge when it is dumping.

Date of letter: 5/4/2016

Letter from: Chris Cope, UST (e-mail)

Letter sent to: MGarlicki and Ron Jager, Gannett Fleming

Subject: Comprehensive Wastewater Treatment Study/Analysis

Congratulations – The Upper Saucon Sewage Treatment Authority has approved Gannett Fleming’s proposal to complete a Comprehensive Wastewater Treatment Study/Analysis as presented on Monday evening. We would like to make a few adjustments to the initial proposal, however, and they are outlined below in order of importance. Basically we will be eliminating the review of Waste for Profit and adding more focus to the headworks of the Plant (i.e. FOG removal and the possibility of Primary Treatment). Please let me know if you have any questions regarding the outline and we look forward to working with you and ultimately creating a beneficial study for the Authority.

1. Project Management and Coordination
2. Pretreatment Analysis
 - to include approx. 5 years of flow analysis data that better depicts the overall conditions of our WWTP
 - to include an evaluation of Primary Treatment to benefit FOG removal as well as possible flow equalization during high flow (wet weather events)
3. UV Disinfection
4. Biosolids Evaluation
5. Electrical and Operational Work
6. Scada and Automation

Date of letter: 5/4/2016

Letter from: Mark Garlicki, Gannett Fleming (e-mail)

Letter sent to: Chris Cope, UST

Subject: Wastewater Treatment Study/Analysis

Thanks for the news.....and thank you to the Board.

As we discussed at the presentation, we feel comfortable with making your suggested changes in the outline so the Study is what you want it to be.

Date of letter: 5/5/2016

Letter from: Gary Brienza, Solicitor (e-mail)

Letter sent to: Chris Cope, UST

Subject: Wastewater treatment study/analysis

Remind them that with the changes (some things removed...some items focused upon) we still assume they are doing the work within the confines of the \$34k estimate....and

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we keep the other \$6k in abeyance if the scope expands or additional items are needed which make sense to agree that they do.....

Date of letter: 5/5/2016

Letter from: Ronald Jager, Gannett Fleming (e-mail)

Letter sent to: Chris Cope, UST

Subject: Wastewater Treatment Study/Analysis

Thank you all for the vote of confidence. We were very impressed with your operation when we toured your plant a couple of months ago and look forward to helping you make it better.

Date of letter: 5/16/2016

Letter from: Chris Cope, UST (e-mail)

Letter sent to: Gary Brienza and Bruce Bush

Subject: WWTP Study/Analysis

I spoke with Mark this afternoon and he is going to revise his scope of work to the changes that we have suggested. He will submit that revised scope of work to me with a contract agreement. Once we review everything and feel satisfied, I can request a Purchase Order number for this project.

Date of letter: 5/17/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: Construction of Dump Station

Review of quotation documents

We solicited ten contractors to provide a proposal to construct the concrete dump station structure at the WWTP. In response to these solicitations, we received two proposals from the following contractors:

Gary Hillegass Contracting\$ 13,955.00

F.A. Rohrbach Inc\$24,145.00

(Attached) are copies of the proposals.

Two contractors's told us that they did not wish to provide a proposal at this time. Two other contractors stated that they could not complete the work for less than\$19,900.00.

We recommend that the Authority award the work to Gary Hillegass Contracting. We understand that the contractor did satisfactory work for the Township in the past.

Date of letter: 5/18/2016

Letter from: Karl Schreiter, SEA (e-mail)

Letter sent to: RKassel, UST and others

Subject: WWTP Dump Station - Review of Quotations

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Based on my discussion with Gary Hillegass, we understand that the following is acceptable:

1. Will provide an insurance certificate
2. He agreed to our normal payment procedures.

Date of letter: 5/24/2016

Letter from: Chris Cope, UST (e-mail)
Letter sent to: Tom Beil, UST and others
Subject: WWTP Study/Analysis

Review the proposed agreement with Gannett Fleming in regards to the subject and let me know if you have any concerns.

Date of letter: 5/24/2016

Letter from: Gary Brienza, Solicitor (e-mail)
Letter sent to: Chris Cope, UST and others
Subject: WWTP Study/Analysis
I'm fine with this.

Date of letter: 5/24/2016

Letter from: Karl Schreiter, SEA (e-mail)
Letter sent to: Tom Beil, UST and others
Subject: Borough Purchase of Additional Capacity

Based on our review of the March 22, 2016 request, we have the following comments regarding the Borough's request for additional capacity:

1. We disagree with the Borough's contention that they are not purchasing additional capacity at the WWTP. Based on Borough records, we feel that they either approached or exceeded their capacity of 500,000 gpd during recent wet weather months. Since it has been abnormally dry during the past several years, the Borough's flows have been lower. However, they still exceed the 2mgd capacity of their flow meter during significant storm events. Therefore, the additional units should be treated as purchase of additional capacity.

Also, under the last agreement, the Township gave the Borough 70 additional connections under the Mutual Release Agreement that was dated December 18, 2012. This was done to settle their arbitration action. The 70 units that were given to the Borough will add even more flow when they are connected in the future. If necessary, we can review the flow records from the Borough and determine the maximum monthly flow to document that they exceeded their current capacity allocation during wet weather months.

2. Under the current Sewer Connection Plan (SCP), all capacity has been calculated based on the number of available EDU's as outlined in the PADEP methodology used under the Ainjar EHB decision. All available "Ainjar" capacity shown in the SCP was

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expressed in the number of EDU's available that would not result in any overflows or sewer backup's into buildings. As shown on Table 3-1 of the SCP, the Borough was allocated an additional 100 edu's for future use. This is what is now being purchased by the Borough for use in the Oxford Ridge subdivision. Furthermore, the current Mutual Release Agreement tracks new Borough connections by EDU's, not capacity. Therefore, all new "Ainjar" capacity granted to the Borough must be in the form of EDU's to concur with the Sewer Connection Plan.

3. As stated in Paragraph 1, we feel that this new allocation represents Borough capacity over and above the 500,000 gpd as currently allocated. Therefore, we concur with D. Busch's memo of January 27, 2016 that the Borough should be charged the full \$3,846.95 per EDU for each "Ainjar" connection (\$384,695 for all 100 connections). If one remembers, the Borough was willing to give us \$500,000 for these connections during the Brinley negotiations.
4. With respect to the Agreement, I discussed this with Tom Dinkelacker and concur with his suggestion that it only be a simple agreement stating the number of EDU's and the price per EDU. The Agreement can reference the 2012 Mutual Release Agreement to state how the EDU's will be tracked. I agree that we do not need a new complicated agreement as proposed by the Borough. Also, it must be noted that the Borough needs these EDU's to satisfy the request from Oxford Ridge.
5. I suggest we arrange a meeting in the near future to discuss this issue.

Date of letter: 5/24/2016

Letter from: Gary Brienza, Solicitor (e-mail)

Letter sent to: Karl Schreiter, SEA; Tom Beil, UST and others

Subject: Borough Purchase of Additional Capacity

Agreed.....

Date of letter: 5/25/2016

Letter from: Tom Dinkelacker, DDA (e-mail)

Letter sent to: Karl Schreiter, SEA; Tom Beil, UST and others

Subject: Borough Purchase of Additional Capacity

I agree that we meet. I'm not certain that I understand the implications of granting, or denying the Borough's request.

Date of letter: 5/24/2016

Letter from: Karl Schreiter, SEA

Letter sent to: James Berger, PADEP

Subject: USSTA - TRE Work Plan

The Authority has elected to perform a Toxic Reduction Evaluation to document the sources of bis (e ethylhexyl) phalate entering the wastewater treatment system. (The letter continued with a description of the work plan)

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(Note: a copy of this letter will be made available to the Authority members at the June meeting of the Authority)

*****end of correspondence for June

SOLICITOR'S REPORT:

The Solicitor's Report dated June 6, 2016 was presented by Solicitor Brienza.

Solicitor Brienza will provide Authority members with a copy of the Benckini response.

ENGINEER'S REPORT:

Karl Schreiter, PE, presented Engineer's report dated June 3, 2016.

Mr. Schreiter said he is waiting for bids on the aeration system blower design. He has scheduled a mandatory pre-bid meeting for all contractors at 9AM on June 14, 2016.

On the jet vac dump station, Ms. Moore inquired about using AAA concrete, both Mr. Guignet and Mr. Schreiter looked into it and told Ms. Moore it was primarily an issue when you were going to be salting the area in the winter and when heavy vehicles were going to drive over it all the time, neither of which will take place in this case. Since the low bid came in under \$19,900 it does not need to go out for formal bid. The low bidder was Gary Hillegass Contracting of Hellertown at \$13,955.00.

Ms. Moore asked if there would be any changes to Gannett Fleming's price for the Comprehensive Study since we made a few changes. Mr. Guignet read a letter from Gannett Fleming noting the requested changes but no change in price; it still would remain \$34,000.

The clarifier drive for the second unit is on order. Once it arrives arrangements will be made with the contractor for installation.

SUPERINTENDENT'S REPORT:

Mr. Guignet said the Plant is shorthanded and explained that it was due to dismissal of an employee.

Mr. Guignet reported that the clarifier drive has been repaired at no additional charge. Now we are just waiting for Eastern to come and install.

Axiom was in to do the inlet valve replacement for the pumps.

Mr. Guignet reported that the polymer mixing system is now on-line. We now have two.

Mr. Guignet reported that we had FOG (Fats, Oils and Grease) issues at the plant about two weeks ago and believes it could be from a septic hauler. However, pinning it to someone/something in particular would be difficult.

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Mr. Guignet reported that the UV Building installation will likely be pushed back two months due to the fact that there was a miscommunication between Keystone and the Engineer for ClearSpan. Apparently the Engineer for ClearSpan thought it was going to be an occupied, flat roof building.

Dump Station and TRE testing will begin in July.

Mr. Guignet reported the plant is in good condition and is in compliance.

TREASURER'S INVOICE(S):

Treasurer Mark Sullivan submitted a report including a request for payment to the Authorities' Solicitor. The invoice totals \$2,310.00 for the Authority's approval and requests payment by Upper Saucon Township.

Motion was made and seconded to approve treasurer's report as presented by the treasurer and for the payment of \$2,310.00.

Motion passed unanimously.

MOTION (S):

Approve Township Planning Module for the Jani/Papciak Subdivision.
Motion was made and seconded. Motion passed unanimously.

Approve proposal for construction of the Jet Vac Dump Station at a cost of \$13,955.00.
Motion was made and seconded. Motion passed unanimously.

UNFINISHED BUSINESS:

A. Possible UST Ordinance for the purpose of adopting and enforcing the standards and regulations promulgated by the PA DEP which recommends that on-lot management ordinance shall include the "removal of septage or other solids from treatment tanks once every five years or whenever an inspection program reveals that the treatment tanks are filled with solids in excess of 1/3 of the liquid depth of the tank or with scum in excess of 1/3 of the liquid depths of the tank".

A copy of the Lower Macungie Township Ordinance #2013-09 was given to each member of the Authority at the September meeting.

B. Waste Water Comprehensive Report –

Mr. Bush asked where things stood on the Waste Water Comprehensive Report and Solicitor Brienza stated work can begin based upon the proposal.

C. Garage on Preston Lane -

Move this item to next meeting when Mr. Cope will be in attendance to present a few ideas.

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NEW BUSINESS:

None

ANNOUNCEMENTS:

Next scheduled meeting of the Authority will be TUESDAY, July 5, 2016 following the adjournment of the USTMA meeting, at the Water and Sewer Building.

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Sewage Treatment Authority was unanimously adjourned at approximately 7:35 pm.

Respectfully submitted,

Jack DeMatos,
Secretary