

**Special / Public Joint Meeting**  
**Board of Supervisors / Sewer Authority**  
**Tuesday, April 11<sup>th</sup>, 2006, 5:30PM**  
**Lynnport, PA**

A special/ public joint meeting was called to order in the Municipal Building by Chairman, Thomas Creighton III at 5:30 p.m.

Present were Chairman Thomas Creighton III, Vice Chairman David Najarian, Member Charles Lenhart III, Secretary Tina Everett, Engineer Roy J. Stewart, Chairman of the Sewer Authority Donald M. Christ, Secretary for Sewer Authority Bryan Billig, Marvin Charles, Member of Sewer Authority, Vice Chairman of the Sewer Authority Eric Schellhamer, Representatives from Arro Engineering David Schlott & Mike Sassaman and approximately 15 citizens.

**Public Comment:** None

Thomas Creighton discussed the goal of the 537 Sewage Facilities Plan is to complete the plan as a joint effort with the Sewer Authority. He also felt we weren't here to blame the other for something not done.

Donald Christ said that he requested meeting to discuss how to move forward with the 537 plan. What's best for both the Sewer Authority and the Township to help move this plan forward?

David Najarian asked for perspective from the Sewer Authority, i.e. their primary concern, objective and interest in the 537 plan.

Donald Christ informed their concern is the need to upgrade the plant.

David Najarian questioned whether the Sewer Authority objective was to update the existing facility, upgrade the plant in its entirety, or whether the Sewer Authority had some other objective regarding the scope or design of the plan and why. The scope of the original feasibility study was in upgrading existing facility with a vertical loop reactor rather than build a new plant.

Mike Sassaman, Arro Engineering provided a brief history of the plant and its prior upgrades. Options were discussed. The VLR(Vertical Loop Reactor), as a flow through process, utilizes the existing tanks shapes and sizes, whereas the SBR(Sequence & Battery Reactor) utilizes use of an existing clarifier as a settling tank. Arro felt that these two processes, the VRL and the SBR were the top two alternatives for upgrading the sewer plant.

David Najarian questioned if the Feasibility Study should also include other available alternatives that are outside Arro's original limited scope.

Mike Sassaman went over other alternatives, one being, to demolish existing plant and start over by building a new treatment plant, which would be more expensive. There are other optional processes out there, which were tossed out due to unproven technology or due to being more expensive.

David Najarian would like to be convinced that all necessary options were fully explored. He feels this can be done in the planning process. He's not looking just at the ultimate design of the plant, he's looking at the demand side of it, such as looking at scope, cost estimates, financing, etc. The planning process will in the document, which in turn he envisions he wants to have confidence in. The process leads to a better product.

Mike Sassaman informed Mr. Najarian that the Board can spend as much money as they want to do studies.

Thomas Creighton III discussed the two alternatives that Arro suggested. Tom stated that according to DEP's comments, DEP wanted more alternatives.

David Schlott did not feel that DEP was questioning alternatives; rather their comments were more so related to explanations of plan.

Thomas Creighton III that maybe the Board should look into the vendors at the upcoming PSATS Convention in Hershey about their thought.

Mike Sassaman informed Mr. Creighton that there are about 5 different vendors out there for SBR's, but there's only 1 manufacturer for VLR's. There are also vendors that deal with oxidation ditches. These are all the same process, but different technology.

David Najarian questioned given the limited scope of the Feasibility Study and the things that Arro felt were needed in the 537 Plan, what needs to change in order to get the plan done?

Mike Sassaman felt the DEP questions need to be answered.

David Najarian feels that something in the process isn't working, or this would have been done in the timeframe given. He then questioned what will make the process better to get this done.

David Schlott suggested that they sit down with DEP and go over each and every comment from the letter.

David Schlott- Questioned if the Authority and the Board were planning to continue on with the plan they have or start from scratch.

David Najarian commented that the last thing he wanted to do is start from scratch. He wanted the Sewer Authority's comments on how to move forward.

Mike Sassaman felt to move this forward was to address DEP's comments and resubmit the plan

Eric Schellhammer, Vice Chairman, Sewer Authority questioned David Najarian what exactly was the Board having trouble with understanding.

David Najarian felt that some other piece needs to put into place, such as the demand, financing, etc.

Roy Stewart, Engineer, felt they should address DEP's comments first and the Board needs to be comfortable with their decision.

David Najarian felt that some options would be to have them revise portions of the plan; the sewer authority would look into financing/tapping fees or possibly send it out for a second opinion from another engineer. He felt if they would send it out and it came back with significant changes, then they may need to revisit the plan, but he felt they would cross that bridge when they got there.

Mike Sassaman felt that they would feel more comfortable getting another engineer to review plan, he feels they will find out their plan was a good plan done by them.

David Najarian is not looking for a predetermined outcome.

David Najarian questioned again about the possibility of phasing the plant.

Mike Sassaman feels that the Board will need to have someone else answer that question to feel comfortable. They also need to feel comfortable that the scope was well planned out.

David Schlott discussed that the VRL process can not be phased due to the configuration.

Marvin Charles- Felt the Board should be comfortable with the scope and was the original scope well thought out. Is there anyway in this process that phasing would be possible?

David Schlott-Discussed how to proceed with the original scope. He felt that if the Board wasn't comfortable with the scope, he didn't feel it was a good idea to just put a bandaid on the 537 Plan and resubmit it to DEP again.

Discussion was brought up on the comments received back from DEP. Basically nothing would need to change, except addressing the comments from DEP.

David Najarian recognized that the Sewer Authority wanted to have sufficient input into this plan, since they are the ones running the plant. David asked why the plan, including the feasibility study, should not be fully completed prior to any independent engineering review, so as to provide the Authority its full opportunity for input into the plan.

David Schlott felt if the Board is interested in modifying the scope they could do that.

David Najarian's main concern was not in the way the method that they have chosen, but in the way of how they budget the cost of the sewer plant expansion. He doesn't want to raise taxes, nor put the burden of the fees on the people in the sewer area.

Mel Charles- Feels the VLR(Vertical Loop Reactor) is as good as anything else. The VLR would be running parrell in series, what should the scope be? Do they expand the scope, or do you consider the possibility of putting in 3<sup>rd</sup> tank right now. He also discussed how many holes they can pre-punch to look ahead 20 years.

Mike Sassaman felt that there should be a section in the feasibility study that should discuss future planning.

Donald Christ pointed out that running solids out into the stream is a big violation with DEP and it's not just a slap on the wrist anymore. There would be penalties.

David Schlott-Discussed the biological process at the plant.

David Najarian feels they can work out a solution without starting the process over completely. He would just like to be confident that they will get it done.

Donald Christ commented that it wasn't in the plant design as to why it didn't get done.

David Najarian pointed out that there were two parties involved in doing the 537 Sewage Facilities plan and that was the township engineer and the Sewer Authority's engineer.

Arro feels all they need to do is fine tune it, and then resubmit it back to DEP for their approval.

Roy Stewart, Engineer feels the second submission will be approved by DEP, but he's concerned that the Board is not comfortable with it. To make the Board feel comfortable with the plan, he feels they should take the information they have now and get someone else to look at it to help the Board have faith in Arro and the 537 Sewage Facilities Plan.

David Schlott discussed when Arro provides their Feasibility Study that Roy Stewart, Engineer will have to read it and make sure everything in the plan is consistent. He will make some minor modifications to make sure it is consistent, and then it should be ready to be resubmitted to DEP.

Mike Sassaman feels that the Board needs to correct the items that need fixing and resubmit the plan to DEP instead of submitting a response letter.

David Schlott felt that they took it rather far and he felt that he and Roy Stewart need to sit down on agreement. Roy Stewart, Engineer would need to look at and predict the potential of development in the next twenty years. There was then discussion on the timeframe of getting this plan done.

David Najarian asked Peg Dissenger from Omega Homes whether they had provided a written outline of their projected timelines on their upcoming development as previously requested.

The Board requested that Peg Dissenger from Omega Homes give them a written letter before the next meeting as to the projected timelines on their upcoming development. This would help the Board to make sure they are making their capacity in a timely fashion.

There was discussion that once the 537 plan was passed, the Board would need to pass an ordinance, which would monitor on-lot septic systems. Residents would be required to pump their on-lot septic systems on a regular basis, such as every three years or whatever the Ordinance would be. This would have to be discussed at a later time.

**Public Comment:**

Glen Smith reminded the Board of Richard Snyder's comment from a few months ago that Ruth Kuntz owns approximately 100 acres (+) of land and will probably be sold this year. He felt this was an important issue with them discussing capacity.

Marvin Charles also discussed the many other possibilities of development in the LDRR and RC areas of the township.

The Board and the Authority then created the following 537 Plan task list with estimates timeframes for completion....

| <b>Task</b>   | <b>Who's Responsible</b> | <b>Best case</b> | <b>Worst case</b> | <b>Comments</b>   |
|---|--------------------------|------------------|-------------------|---|
| Input criterion as to demand, service area, etc.  | BOARD                    | 5/1/2006         | 5/1/2006          |   |
| Formulate demand, capacity, timeline estimates & requirements   | KCE                      | 5/30/2006        | 5/30/2006         |   |
| Revise engineering issues in plan related to demand, capacity, timeline, etc.   | KCE                      |                  |                   |   |
| Revise wastewater issues in plan unrelated to demand  | ARRO                     |                  |                   |   |
| Revise wastewater issues in plan which relate to demand   | ARRO                     | 6/30/2006        | 8/30/2006         | Estimates based on: (Best case demand < 250Kgpd) (Worst case: demand > 250Kg/d) |
| Update cost estimates of construction, include maintenance & operation costs, include calendar for major expenditures | ARRO                     |                  |                   |   |
| Provide revenue outlook with tapping fees, etc, based on estimated growth, timeframe, worst & best case scenarios.    | ARRO/S.A.                |                  |                   |   |

|  |       |                                    |
|--|-------|------------------------------------|
| Develop financial options, identify grants, loan, bonds, finance costs, etc. | S.A.  |                                    |
| Complete/update remaining misc. engineering issues                           | KCE   |                                    |
| Complete draft of plan.  | KCE   |                                    |
| Independent engineering review   | BOARD |                                    |
| Advertise & receive public comment   | BOARD | Upon successful independent review |
| Revisions based on public comment  | ALL   |                                    |
| Final editing  | ?     |                                    |

Mike Sassaman informed the Board that anything under 250,000 gallons a day then they would be fine with what they had already planned for the upgrade, but if they go over that 250,000 gallons a day then it will take longer, due to the fact that they will need to look into another tank, etc.

Mike Sassaman discussed that if a resident or developer wants sewer hookup they would have to put it in at their expense. It would not be at the expense of the Sewer Plant or Township.

Discussion on someone's existing septic system failing, in which they are with 150 feet of the sewer area, and the possibility of being hooked up to sewer. This would be at the homeowner's expense. They would be responsible for all fees associated, such as the tapping fee, lateral, etc.

After ending the discussion on Act 537 Sewage Facilities Plan, the Board then discussed the need for part-time help at the Ontelaunee Park.

Donald Christ informed the Board that holding part-timers isn't easy. If a person could work 4 hrs. for the Sewer Authority then he/she could work another 4 hrs. a day for the Ontelaunee Park/Lynn Township, then he/or she could be a full-time employee. Donald Christ felt the Sewer Plant could pay him for the 8 hrs. a day and then the Sewer Authority could in turn, bill the Township for his/her time working at the park.

Rob Sadler, Treasurer had some concerns on the workman's compensation on such a person. His concerns are with the liability if someone's not being directly paid by the Township, and then he/she wouldn't be covered by the Township's workman's compensation plan if they got hurt.

Donald Christ discussed that he sat on the workman's compensation board for five years and just got off. He feels they would be covered by the plan, with what he can remember. The Sewer Authority has the same workman's compensation insurance as the Township does. There are a tremendous amount of volunteers that work in Ontelaunee Park.

After further discussing this issue, the Board requested that Rob Sadler, Treasurer contact Brown & Brown and make sure we are covered in this situation with our liability insurance. The Board granted Donald's request for reimbursement to the Sewer Authority for work done at the Park by Sewer Authority employees, subject to the availability of workers compensation coverage. There was then discussion on finding a treasurer to replace the existing interim treasurer, Rob Sadler.

Thomas Creighton III felt that Kevin Deppe, Rob Sadler, and Tina Everett could come up with one person together. This hiring could also include the hiring of an Administrative Secretary, therefore allowing Tina Everett to be Treasurer with Assistant Treasurer Rob Sadler or something else.

Tina Everett informed the Board that she did not want to take on the Treasurer position until the zoning office is covered by two full-time administrative secretaries. She has been working a lot of overtime hours and has some concerns, since she is unable to spend time with her family.

Discussion on how to advertise the open positions that are needed, which are the administrative secretaries and treasurer. The Board felt this decision was for Kevin Deppe, Tina Everett and Rob Sadler to decide.

A motion was made by David Najarian, seconded by Charles Lenhart III to advertise in the Morning Call the previously advertised Temporary Full-Time Position with the possibility of it becoming a Permanent position Assistant Secretary, and then to advertise for the following in the Morning Call/Northwestern Press: Treasurer/Clerical Secretary, Part-Time Treasurer & also a Part-Time Secretary. Motion carried.

David Najarian, Vice Chairman asked to table the maternity leave issue until a later time. Thomas Creighton III accepted his request.

**Misc.:**-Charles Lenhart discussed that they should have all the new street signs up in one more day.

**Public Comment:**-Rob Sadler questioned the cost of the old street signs. David Najarian wanted to look into this issue with Bruce Raber, Road Master. He would like him to look into what other Township's are doing with there old street signs.

A motion was made by David Najarian, seconded by Charles Lenhart III to adjourn the meeting. Motion carried. Meeting adjourned 7:30 p.m.

Minutes4-11-06