

**MINUTES OF THE ANNVILLE  
TOWNSHIP AUTHORITY  
January 26, 2016**

The January Regular Monthly Meeting of the Annville Township Authority was held starting at 5:30 PM on January 26, 2016 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Hugh Rooney, Chairperson; Barry Ludwig, Vice Chairperson; David Myers, Secretary; Keith Seward, Treasurer; and Anthony Perrotto, Assistant Secretary/Assistant Treasurer. Also in attendance were Nicholas T. Yingst, Township Administrator and Authority Clerk; Timothy D. Sheffey, Township Solicitor; Corey Lamoureux, Township Solicitor; Leslie J. Powell, Superintendent of the Wastewater Treatment Plant (WWTP); and Michael Mehaffey and Dale Shope, Engineers with Gannett Fleming.

Chairperson Rooney called the meeting to order and led those present in the Pledge of Allegiance to the flag of the United States of America.

**PUBLIC COMMENT:** Chairperson Rooney provided an opportunity for public comment and no public comments were noted from those in attendance.

**OPPORTUNITY TO ACT AS A CONDUIT FOR TAX-FREE FINANCING:** At the request of Chairperson Rooney, Mr. Sheffey briefly described an opportunity proposed to the Authority for it to act as a conduit for another entity to receive tax-free financing. He indicated he was contacted by one of his partners at his law firm about this possibility and he anticipated that partner would be present to address the Authority at its February Regular Meeting to discuss this proposal if the Authority was interested. Mr. Sheffey further indicated that, due to the total amount of financing, the Authority could expect to receive about \$2,500 in fees for acting as a conduit. Chairperson Rooney indicated he was supportive of moving forward and the other members of the Authority seemed to concur. Mr. Sheffey thanked the members of the Authority for their consideration of this possibility and indicated he would pass this information along to his partner.

**MINUTES: MOTION** by Mr. Perrotto, second by Mr. Seward to approve the minutes of the Regular Meeting held December 15, 2015 as presented. Motion carried unanimously.

**SEWER FUND REPORT:** The Authority reviewed the Sewer Fund Report for the period ending December 31, 2015. Mr. Yingst spoke briefly about the anticipated year-end revenue for the Sewer Rentals account upon the completion of the 2015 audit and financial statements.

**ACCOUNTS PAYABLE:** The Accounts Payable list for January 2016 was reviewed. **MOTION** by Mr. Ludwig, second by Mr. Myers that the list of vendors to be paid (Cash Disbursements Journal) for the Sewer Fund, which list is filed with other Authority records, be approved by the Authority for submission to the Board of Commissioners for payment. Motion carried unanimously.

**SUPERINTENDENT'S REPORT:** Mr. Powell reported that the WWTP is operating very well. Chairperson Rooney asked if he anticipated any ill effects at the plant from the recent storm. Mr. Powell indicated he did not observe anything out of the ordinary and did not expect to, noting that there were typical issues with pipes freezing several weeks prior due to the cold temperatures but that should not be an issue in the next few weeks as the forecast is calling for

warmer weather. Mr. Powell then reviewed the Status of Pending Projects Report, a copy of which is attached hereto and made a part of these minutes, and the following items were discussed in detail:

**Surcharges:** Mr. Powell reviewed the December water sample numbers for the Lebanon Valley Home, J&S Pizza, Lebanon Valley College, and Napoli's Family Restaurant. He specifically addressed the high surcharge for the Lebanon Valley Home, noting that he had a meeting with a representative of the Home regarding this charge on its January bill and the possibility of sampling at a different location, which would indicate if the high concentration wastewater was originating from Kindred Place. At the inquiry of Mr. Perrotto, Mr. Yingst confirmed that Kindred Place is currently being sampled for surcharging.

**Methanol Pumps:** Mr. Powell provided an update on the ongoing issues with the methanol pumps that were installed as part of the WWTP improvements project. He reported that a representative of the pump manufacturer, Geiger Pump & Equipment Co., was onsite earlier in the month to observe the pumps running. Mr. Mehaffey indicated that the representative also attempted to replace a worn out pump gear, but the internals of the pump were frozen, so the gear replacement will be rescheduled. He noted that the pump is now capable of pumping methanol at a minimum feed rate of 0.05 gallons per minute (GPM) in accordance with the manufacturer's specifications but the manufacturer does not recommend operating the pump at a lower speed as it could be difficult to control pumped flow at this lower speed. Mr. Sheffey indicated that the specifications called for a feed rate range between 0.05 GPM and 0.10 GPM and expressed concern that the pumps were still not operating according to these specifications. Mr. Mehaffey and Mr. Sheffey then discussed this in detail. Also discussed were the potential cost savings for operating the pump at intermittent GPM rates by use of a timer.

**2<sup>nd</sup> Stage Blowers:** Mr. Powell reported that a representative from North East Controls was onsite earlier in the month to review problems occurring with the second stage blowers. He described the problem as relating to the drive that controls the blowers and that North East Controls' recommendation was for the drive to be replaced. Mr. Ludwig asked if this was a longstanding problem with the second stage blowers and Mr. Powell indicated it was not and that it recently surfaced. Regarding the inspection report from North East Controls, Mr. Perrotto noted it referred to corrosion inside the blower sensor and asked if this might still cause problems upon the replacement of the drive and it was indicated that it would not. Mr. Powell also confirmed that the plant staff would install the drive. Mr. Sheffey asked if that would void the warranty and Mr. Powell indicated he was informed it would not. With no further discussion noted, **MOTION** by Mr. Seward, second by Mr. Perrotto to recommend to the Board of Commissioners that it authorize the expenditure of \$2,483 to North East Controls to replace the variable speed drive for the second stage blowers. Motion carried unanimously.

**Permitting for the Pennsy West Farm:** Mr. Powell presented a proposal received from Materials Matters, Inc. for professional services associated with obtaining a submittal package for the permitting of the Pennsy West Farm for the application of biosolids. He noted that the estimated cost was \$10,000. The Authority then discussed this proposal in detail. Mr. Seward inquired as to the farm's acreage and Mr. Powell responded that he did not have that information with him. Chairperson Rooney asked if the additional acreage was necessary and Mr. Powell

# **ANNVILLE TWP.WASTEWATER TREATMENT PLANT**

## **STATUS OF PENDING PROJECTS**

**January 22, 2016**

- (1) **SURCHARGE** Here are the results for sampling UCC Home, J&S Pizza, LVC and Napoli's. I talked with Brad Shaffer from Lebanon Valley Home about their results - very high, so we are going to sample at another location behind kitchen. We are not sampling at this time do to cold weather.
- (2) **HAULING** Hauled 76,000 gals to Heilbron farm and Pennsy farm.
- (3) **PLANT** We had to replace 2 motors on 2<sup>nd</sup> stage air valve actuators. The first stage valves are still not working so we are going to take the whole electrical package out so they can look at it; with the weather the way it has been we did not get them out yet. We also had to replace a card in filter #2 eff valve.
- (4) **FLUSHING** Flushed a section of S White Oak St. and Third Ave.
- (5) **METHANOL** Geiger Pumps was here on the 20th to look at pumps running; she would like to know what they need to do about the letter they received, also the trial pumps should be here in two weeks.
- (6) **2<sup>nd</sup> STAGE BLOWERS** On Jan 11<sup>th</sup> had NE Controls come down for problems with 2<sup>nd</sup> Stage blowers (see attachment); we will have to get a new drive for the one blower at a cost of \$2,483. Plant staff will install it. We checked with our electrician and he cannot get it cheaper than \$3,000; we tried to see if we could get old one rebuilt but it would cost the same as a new one just to go over it and then they don't know if they could repair it.
- (7) **INSPECTION** Gannett here for plant inspection on Jan 21.
- (8) **PENNSY WEST FARM** Material Matters will be giving me a price to have this farm permitted; will have it for the meeting.

Respectfully Submitted,  
Les Powell, Chief Operator

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Monday, January 11, 2016

To: Annville Township Wastewater  
Attn: Les Powell  
From: Nick Radley  
Re: Secondary Treatment System – Troubleshooting – 26412

Les,

On Wednesday, January 6<sup>th</sup>, 2015, at 9:15 AM I arrived at the Annville Township Wastewater Treatment Plant. Les showed me what was happening with the secondary treatment controls. Data on the master HMI was not updating. The PLC processor was not running. I switched the keyswitch into run mode and the PLC started running, but this did not correct the problem. I checked the cables and everything looked fine. I power cycled the panel and that still did not fix the problem. I went online with my laptop and discovered that there was no program in the PLC. The PLC was not reporting a dead battery though so I don't know how the PLC lost its program. I downloaded the program back into the PLC and the master panel started working again.

We fixed the settings that had changed since the last time the program was saved. When the program was last saved, blowers #2 & #3 were running. They were now powered off but the master still showed them as running so it did not fail over to blower #1. I added logic to zero out the communicated values if the comms to a local PLC fails. Blower #1 then started automatically and began to control its speed again.

Locals would not slow down below 118CFM. I modified the local logic so the flow calculation goes all the way down to zero. I tested the master to make sure it would modulate blower speed up and down in response to DO. I looked at the header pressure transducer because it was not reading on the master panel. It was sending less than a 4mA signal. There was a lot of corrosion inside the sensor. Looks like it got wet. I suspect a bad sensor. It's not used in control so it's not critical to replace. I started troubleshooting the other two blowers. Blower 3 (middle) would start and speed would oscillate up and down every second and then would settle around 12Hz regardless of commanded reference. The VFD reports current of 30A, which is the high limit. FLA for the motor is 27. Blower 2 would try to start and the VFD would fault on "Output Phase Loss" after a few seconds. Tightened all connections and checked that motor leads were properly connected on both ends. Lunch 12:15 to 1:15.

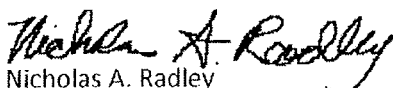
Called Eaton tech support. They gave me some diagnostic procedures to try for each drive problem. I tried blower 3 first. Everything checked out OK. We opened the discharge pipe to atmosphere. The Blower ran OK. Closed discharge and hit check Valve with hammer. The check valve popped opened and the blower ran OK.

Ran tests on blower 2. Everything checked out OK. Found blower was set up. Freed up blower and then were able to run by disabling the fault. Checked load current and all were equal. Still got warning. After running for a while got a "3 Ground Fault" shutdown. Eaton says the current sensing part of the drive is faulty. Drive will need to be replaced.

Power cycled master to make sure it would not lose program. It came back up OK.

I left the site at 4pm.

Regards,



Nicholas A. Radley

Project Engineer

N.E. Controls, LLC

indicated he believed it was. Chairperson Rooney then asked how long it was expected that this field would be available for applying biosolids before it was developed and Mr. Powell indicated he was informed that it would probably be five to ten years. Several members of the Authority then expressed their frustration at spending money to permit properties for potentially limited periods of time. Mr. Perrotto noted his use of lawn fertilizer originating from WWTPs and suggested that perhaps the Authority could partner with another municipality to invest in the equipment that would allow for the disposal of biosolids in this manner. Following Mr. Powell's statement that the City of Lebanon Authority currently has the equipment to do this, Chairperson Rooney asked if the Annville Township Authority could dispose of its biosolids via those means. Mr. Powell indicated it would be too costly as the charge from the City of Lebanon Authority would be the same as to septage haulers. Referring back to Mr. Perrotto's suggestion, Mr. Ludwig remarked that while it made sense, it has been suggested in the past and no one has been able to ultimately get the various municipalities to cooperate. He further expressed his belief that would likely continue to be the case. Mr. Perrotto noted that cooperation might ultimately be forced upon the municipalities if they were not proactive. Returning to the quote from Material Matters, Mr. Yingst noted that \$10,000 had been budgeted in 2016 for permitting additional acreage, so the funds were available for the Pennsy West Farm if the Authority wished to pursue it. Chairperson Rooney suggested the Authority think over this proposal further and revisit it at the February Regular Meeting and the other members seemed to occur. The conversation then turned to the cost of a dewatering system that would avoid the need to dispose of biosolids on fields. Mr. Powell indicated that the significant cost of such a system has been the reason such a course of action was not pursued in the past, and Mr. Shope estimated it would cost between \$750,000 and \$1,000,000 to construct a dewatering system at the Annville WWTP facilities. Mr. Myers then asked how the dewatering occurs and Mr. Shope described the mechanized process.

**SOLICITOR'S REPORT:** The Authority was informed of the following items:

**Post-Construction Stormwater Management Documents:** With the WWTP improvements project completed, Mr. Sheffey informed the Authority that a number of stormwater management documents needed to be formally approved and executed by the Township. At his request, Mr. Shope and Mr. Lamoureux briefly discussed the purpose and nature of these documents with the Authority. **MOTION** by Chairperson Rooney, second by Mr. Seward to recommend to the Board of Commissioners that it approve and authorize execution by the appropriate Township officials of the following documents related to the WWTP improvements project: (1) the "Post Construction Stormwater Management Instrument Filing Notice", (2) the "Notice of Termination for a General or Individual National Pollutant Discharge Elimination System Permit for Stormwater Discharges Associated with Construction Activities", and (3) the "Instrument for the Declaration of Restrictions and Covenants". Motion carried unanimously.

**Legal Actions Against Significantly Delinquent Customers:** Mr. Sheffey provided brief updates on several liens for unpaid sewer and trash fees. He reported that the two liens pertaining to the former Shifflett property at 225 West Queen Street have been paid in full, amounting to more than \$2,100 when including interest, attorney's fees, and filing fees, and both these liens have now been satisfied. Mr. Sheffey also provided an update on the former Carranza property at 524 West Queen Street. He noted that he believes this property has been sold and while he was previously contacted to provide more information on the balance of the property's

lien, his responses to those inquiries have gone unanswered and interest continues to accrue on the lien. Finally, regarding the lien against the Smith-Loser property at 807 East Walnut Street, Mr. Sheffey reported that the municipal claim has been filed and the notice informing the owner that attorney's fees may be assessed has been sent. He further noted that the deadline for a response from the owner regarding the latter notice is February 1, 2016, after which point attorney's fees will be made part of the lien.

**ENGINEER'S REPORT:** Mr. Shope informed the Authority of the following items:

**2015 Annual Report:** Mr. Shope reported that the 2015 Annual Report should be ready for presentation and discussion at the February Regular Meeting.

**2015 Chapter 94 Report Proposal:** A proposal was presented for Gannett Fleming to prepare the Chapter 94 report for the WWTP for 2015. **MOTION** by Mr. Ludwig, second by Mr. Myers to recommend to the Board of Commissioners to authorize Gannett Fleming to prepare the Chapter 94 report for the WWTP for 2015 at an estimated cost of \$3,400. Motion carried unanimously.

**Request for Capacity Determination:** Mr. Shope reported that he was requested to perform a capacity determination for a proposed dialysis center to be located at the property at 1200 East Main Street. He estimated that the total cost for this determination would be between \$500 and \$1,000. Chairperson Rooney briefly discussed the nature of this request with Mr. Shope; he then expressed his desire to defer consideration on this until the February Regular Meeting as he wished to discuss this further with Mr. Yingst and the other members of the Authority seemed to concur with Chairperson Rooney's request.

**CLERK'S REPORT:** The Authority was informed of the following item:

**Delinquent Report:** Mr. Yingst informed the Authority of the measures taken by the Township Office over the past month to collect on delinquent accounts. He noted that since the December 15, 2015 Authority meeting 22 accounts were posted for shutoff; this was comprised of nine customers who were under a payment contract but had not paid, ten customers not under a payment contract with the Township, and three landlord/tenant customers. Mr. Yingst concluded by reporting that over the past six weeks more than \$5,500 had been received from significantly past-due customers, including \$1,500 from BSW Holdings.

**MOTION** by Mr. Perrotto, second by Mr. Seward to approve the reports as presented at this meeting. Motion carried unanimously.

There being no further business to come before the Authority, **MOTION** by Mr. Myers, second by Mr. Ludwig to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 6:19 PM.

  
Assistant Secretary