

ANNVILLE TOWNSHIP AUTHORITY
AGENDA
August 27, 2019

Announced Visitor(s): None

1. Call to Order – 5:30 PM
2. Recognition of Visitors and Opportunity for Public Comment
3. Minutes
4. Financial Reports
5. Accounts Payable
6. Superintendent's Report
 - Surcharges
 - Dewatering Equipment and Building Project
7. Solicitor's Report
8. Engineer's Report
9. Municipal Separate Storm Sewer System (MS4) Report
10. Clerk's Report
 - Delinquent Report
 - Scheduling of Meeting at Wastewater Treatment Plant
11. Adjournment

**MINUTES OF THE ANNVILLE
TOWNSHIP AUTHORITY
August 27, 2019**

The August Regular Monthly Meeting of the Annville Township Authority was held starting at 5:30 PM on August 27, 2019 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Anthony Perrotto, Chairperson; Hugh Rooney, Vice Chairperson; Barry Ludwig, Secretary; Anthony Deaven, Treasurer; and David Myers, Assistant Secretary/Assistant Treasurer. Also in attendance were Nicholas T. Yingst, Township Administrator and Authority Clerk; Leslie J. Powell, Superintendent of the Wastewater Treatment Plant (WWTP); Joseph Viozzi, Public Works Department; and Corey Lamoureux, Esq., Township Solicitor.

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

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:

Chairperson Perrotto provided an opportunity for public comment and no comments were noted.

MINUTES: MOTION by Mr. Ludwig, second by Mr. Rooney to approve the minutes of the Regular Meeting held July 23, 2019 as presented. Motion carried by a vote of four to zero with Mr. Rooney, Mr. Ludwig, Mr. Deaven, and Mr. Myers voting in favor of the motion and Chairperson Perrotto abstaining.

FINANCIAL REPORTS: The Authority reviewed the income statements and balance sheets for the Sewer Fund, Sewer Capital Fund, and MS4 Fund for the period ending July 31, 2019.

ACCOUNTS PAYABLE: The Accounts Payable list for August 2019 was reviewed. Mr. Rooney inquired about Check No. 12425 to Evoqua Water Technologies LLC in the amount of \$5,720.72. Mr. Yingst and Mr. Powell indicated this pertained to the second order of ferrous sulfate in 2019 for regulating Total Phosphorus, the cost of which would bring that account to around 77% of its annual budgeted amount. Chairperson Perrotto inquired about Check No. 12427 to Huber Technology, Inc. in the amount of \$3,569.64 and Check No. 12428 to P & H Senesac, Inc. in the amount of \$3,000.00. Mr. Yingst and Mr. Powell noted the former pertained to septage cutting blades that had been budgeted for in 2019, with Mr. Powell describing the purpose of the blades, and both noted the latter pertained to the demobilization of the rental centrifuge, with Mr. Yingst noting the total costs for the equipment rental and disposal of dewatered cake came in below budget. **MOTION** by Mr. Rooney, second by Mr. Deaven that the list of vendors to be paid (Cash Disbursements Journal) for the Sewer Fund, Sewer Capital Fund, and MS4 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.

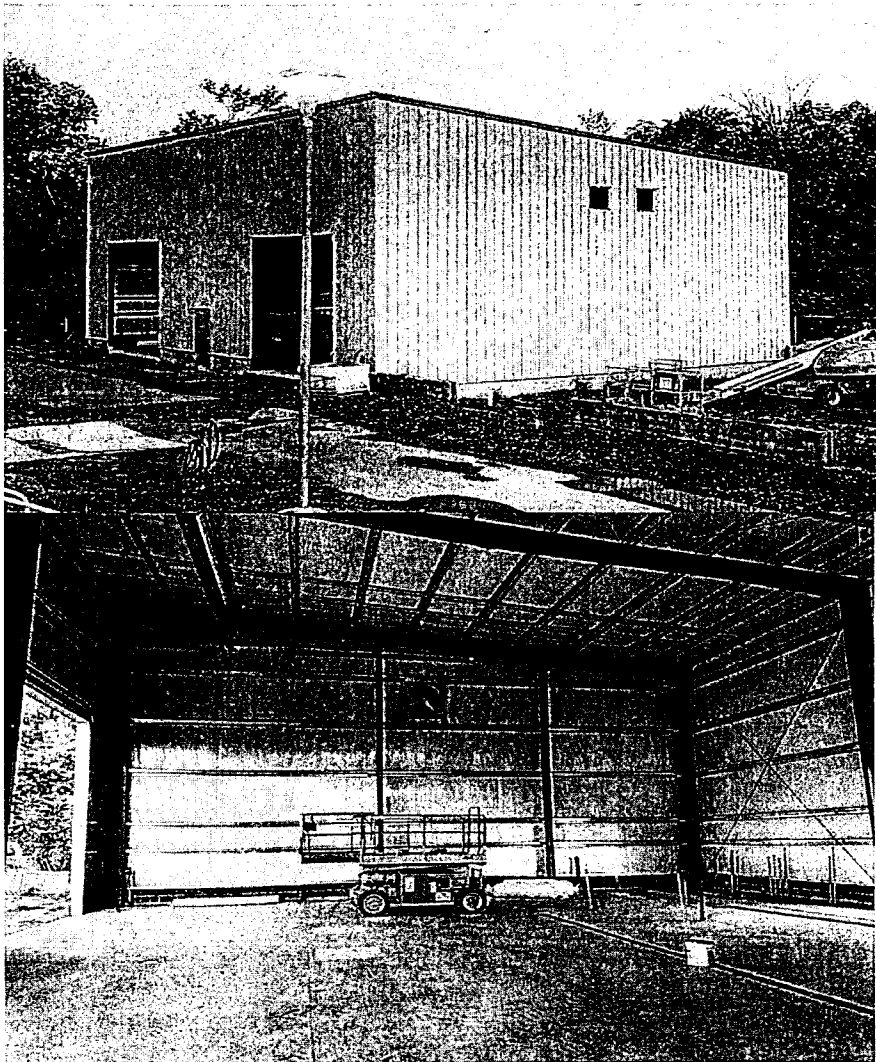
SUPERINTENDENT'S REPORT: Mr. Powell reported that the WWTP is operating very well. He began by reviewing the Monthly Report, noting Total Nitrogen and Total Phosphorus were projected to be well within the levels allowed by the plant's permit by the end of the permit year in September, and he also described how his staff attempts to balance this with the amount of product used to regulate these levels. 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:

ANNVILLE TWP.WASTEWATER TREATMENT PLANT

STATUS OF PENDING PROJECTS

August 23, 2019

- (1) **SURCHARGE** We sampled ACHS, Kindred Place and American Legion results attached
- (2) **HAULING** Hauled to Hershey farm 51 loads, 173,400 gals
- (3) **DEWATERING BUILDING** The building is just about complete; looks very good, the platform should be installed by mid to late September, the conveyor and polymer system was delivered, the macerator and controls should be delivered by end of august and the centrifuge was shipped on August 8 should take around 5 weeks for it to arrive .
- (4) **DEWATERING RENTAL** The dewatering rental was completed on August 9 we processed 505,616 gals (see attached chart)



Respectfully Submitted,
Les Powell Chief Operator

Annville Township Tonnage 07-10-19 through 08-09-19

Source	Ticket	Date	Farm	Truck	Gross	Tare	Net	Wet Tons	Dry Tons	Feed Solids %	Cake Solids %	Gallons Processed	Price
Annville	A001	Wednesday, July 10, 2019	Struphar	ATPW	42,220	28,620	13,600	6.80	1.77	1.90	26.00	25,021	\$ 176.80
Annville	A002	Thursday, July 11, 2019	Struphar	ATPW	45,120	28,620	16,500	8.25	2.31	1.90	28.00	27,505	\$ 214.50
Annville	A003	Friday, July 12, 2019	Struphar	ATPW	48,900	28,620	20,280	10.14	3.00	2.70	29.60	27,230	\$ 263.64
Annville	A004	Monday, July 15, 2019	Struphar	ATPW	38,960	28,620	10,340	5.17	1.46	2.20	28.20	13,552	\$ 134.42
Annville	A005	Tuesday, July 16, 2019	Struphar	ATPW	50,000	28,620	21,380	10.69	3.08	2.40	28.80	30,712	\$ 277.94
Annville	A006	Wednesday, July 17, 2019	Struphar	ATPW	50,780	28,620	22,160	11.08	3.00	1.40	27.10	32,068	\$ 288.08
Annville	A007	Thursday, July 18, 2019	Struphar	ATPW	46,840	28,620	18,220	9.11	2.86	1.90	31.40	24,707	\$ 236.86
Annville	A008	Friday, July 19, 2019	Struphar	ATPW	37,380	28,620	8,760	4.38	1.14	1.90	26.10	19,011	\$ 113.88
Annville	A009	Monday, July 22, 2019	Struphar	ATPW	42,800	28,620	14,180	7.09	1.84	2.22	26.00	24,743	\$ 184.34
Annville	A010	Tuesday, July 23, 2019	Struphar	ATPW	52,420	28,620	23,800	11.90	3.33	2.22	28.00	35,111	\$ 309.40
Annville	A011	Wednesday, July 24, 2019	Struphar	ATPW	52,000	28,620	23,380	11.69	3.17	2.44	27.10	0	\$ 303.94
Annville	A012	Wednesday, July 24, 2019	Struphar	ATPW	37,400	28,620	8,780	4.39	1.19	2.44	27.10	42,568	\$ 114.14
Annville	A013	Thursday, July 25, 2019	Struphar	ATPW	50,940	28,620	22,320	11.16	3.16	2.73	28.30	29,182	\$ 290.16
Annville	A014	Friday, July 26, 2019	Struphar	ATPW	48,440	28,620	19,820	9.91	2.82	2.35	28.50	30,029	\$ 257.66
Annville	A015	Monday, July 29, 2019	Struphar	ATPW	53,780	28,620	25,160	12.58	3.41	2.59	27.10	30,838	\$ 327.08
Annville	A016	Tuesday, July 30, 2019	Struphar	ATPW	51,120	28,620	22,500	11.25	3.13	2.59	27.80	30,054	\$ 292.50
Annville	A017	Friday, August 02, 2019	Struphar	ATPW	51,560	28,620	22,940	11.47	3.26	2.50	28.40	24,967	\$ 298.22
Annville	A018	Wednesday, August 07, 2019	Struphar	ATPW	49,900	28,620	21,280	10.64	2.76	2.50	25.90	23,441	\$ 276.64
Annville	A019	Thursday, August 08, 2019	Struphar	ATPW	39,560	28,620	10,940	5.47	1.58	2.50	28.90	11,896	\$ 142.22
Annville	A020	Friday, August 09, 2019	Struphar	ATPW	44,160	28,620	15,540	7.77	2.04	2.50	26.30	22,981	\$ 202.02
							180.94	50.31			27.73	505,616	\$4,704.44

Surcharges: The Authority reviewed the results of the latest samplings for the American Legion, Annville-Cleona High School, and Kindred Place. Mr. Yingst reported that copies of these sampling results were mailed to these entities earlier in the month and based upon these results surcharges would be assessed to their September 1, 2019 sewer bills.

Dewatering Equipment and Building Project: The Authority was informed of the following items:

Project Cost Tracking Spreadsheet: The Authority briefly reviewed the project cost tracking spreadsheet.

Engineering Work by Gannett Fleming: The Authority reviewed an update provided by Nicholas Sahd of Gannett Fleming of his firm's engineering activities over the past month for the dewatering project and elsewhere for the Authority, a copy of which is attached hereto and made a part of these minutes. It was noted the Chapter 94 report had been approved by the State. There was also discussion with Mr. Powell about the delivery and installation of the centrifuge platform by BlueScope Construction and the compressed timeframe for installation of the centrifuge and related equipment by WWTP staff due to the later than anticipated delivery of some of these items.

Dewatering Project Loan Requisition No. 2: Noting that the polymer system and the leveling conveyor system have been delivered, and after a comparison of their costs to the original estimates, **MOTION** by Mr. Rooney, second by Chairperson Perrotto to recommend to the Board of Commissioners it (1) authorize Requisition No. 2 from the dewatering project loan to the dewatering account in the amount of \$95,280 and (2) authorize payment from the dewatering account to Sherwood Logan & Associates, Inc. in the amount of \$95,280 for the polymer system and the leveling conveyor system. Motion carried unanimously.

Dewatering Building and Platform - Application and Certificate for Payment No. 6: The Authority reviewed Application and Certificate for Payment No. 6 received from BlueScope Construction for the construction of the dewatering building and platform. Mr. Powell noted the percentages of work reported as completed on the document were accurate. **MOTION** by Mr. Deaven, second by Mr. Ludwig to recommend to the Board of Commissioners it authorize payment for Application and Certificate for Payment No. 6 to BlueScope Construction in the amount of \$51,333.40. Motion carried unanimously.

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

Municipal Claims Against Properties at 100 North Weaber Street and 144 Woodside Court: Mr. Lamoureux reported that, as payments were not made on the claims for the properties at 100 North Weaber Street and 144 Woodside Court within 30 days of being sent notice of same, letters were issued to the property owners in August notifying them attorney's fees would be added to the balance of the claims.

Sheriff's Sale for Property at 1318 East Main Street: Mr. Lamoureux reported that he became aware the property at 1318 East Main Street was scheduled for Sheriff's Sale and as a result was



TO: Annville Township Authority
FROM: Nick Sahd, Gannett Fleming, Inc.
DATE: August 27, 2019
SUBJECT: August 2019 Engineering Report

This report summarizes the projects in which Gannett Fleming has provided engineering consulting services to the Authority over the past month. We are pleased to outline the following for your review and consideration:

1. WWTP Dewatering Project

a. Dewatering Equipment

- Currently anticipated equipment delivery schedule:

Component	Delivery Date
Velodyne Polymer System	Delivered 08/07/19
JDV Conveyor	Delivered 08/08/19
Borger Grinder	Anticipated around 08/30/19
Centrifuge Control Panel	Anticipated around 10/14/19
Centrifuge Decanter	Anticipated around 09/23/19
Diverter Gate	Anticipated around 09/19/19

- Alfa Laval has experienced production delays of the centrifuge components due to increased production workload (demand) and their delivery schedule has been delayed for numerous other clients in addition to Annville. Unfortunately, the delivery dates provided were only estimates and we have limited recourse based on their Terms and Conditions.

b. Water Quality Management (WQM) Part II Permit

- The WQM Part II Permit No. 3800403 Amendment 3 was issued by PADEP on July 26, 2019 for the Dewatering Facilities.
- This Permit approves modification and operation of the WWTP facilities to include the new centrifuge and all ancillary equipment (grinder, polymer system, conveyor, etc.).

c. Project Schedule

- Attached is the most current estimated project schedule.
- Start-up and performance testing of the centrifuge is anticipated in late November/early December 2019, although this may be an aggressive timeline.

d. GF Design, Bid, and Construction Phase Services Billings

- GF has billed \$101093.32 (approximately 81%) of the total estimated effort (\$124,700) through 8/02/19 and we appear to be on track and on budget with our services.



2. Annual Services (*No changes to report*)

- a. Annual Municipal Wasteload Management (Chapter 94) Report.
 - The Chapter 94 Report was submitted to PADEP on 03/27/19.
 - We are awaiting PADEP approval or comment.

3. Subdivision / Land Development Reviews

a. Stone Hill Village Phase 3B (No changes to report)

- Preliminary Land Development Plan Drawing Review
 - The developer's consultant, Akens Engineering Associates, Inc., submitted preliminary drawings on January 23, 2019, with revisions on February 15, 2019, March 6, 2019, April 13, 2019, and May 1, 2019 for review and approval.
 - GF approved the drawings on May 10, 2019.
- Sewer Planning Module
 - The developer's consultant submitted sewage facility planning module documents to the Authority/Township on February 20, 2019 for completion and authorization.
 - The Sewage Facility Planning Component 3 Module was completed and provided to the Township on March 26, 2019 to be submitted back to the developer's consultant.
 - The updated Sewage Facility Planning package were forwarded to the Township and County Planning Commissions to complete the Components 4A and 4B Review prior to submittal to the Township for final execution.
 - The County Planning Commission approved the module on July 1, 2019.

b. Wellspan Urgent Care Facility

- Capacity Request
 - The developer's consultant, H. Edward Black and Associates, Ltd., requested an "ability to serve" letter on July 23, 2019 for the proposed Wellspan Urgent Care Facility at the intersection of Route 422 and Nathan Lane.
 - GF completed the "Written Certification" of the Sewage Facilities Planning Exemption Module Application Mailer, for this proposed five (5) EDU, or 1,000 gpd, institutional development in North Annville Township on July 26, 2019. The written certification acknowledges that capacity is availability in the Township's conveyance and treatment facilities.
 - Based on PADEP's evaluation of the Sewage Facilities Planning Exemption Module Application Mailer submittal, additional planning requirements may be imposed on Wellspan.

Township of Annville Wastewater Treatment Plant
Dewatering Building Project Schedule (as of August 26, 2019)

	Responsible Party	2018						2019											
		July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December
Design Phase																			
Develop Building Drawings	JE Horst																		
Design Dewatering Platform	GF																		
Finalize Equipment Components	GF																		
Prepare Building & Site Layouts	GF																		
Zoning Permit (Stormwater Mgt Plan) Approval	GF																		
Building Permit Approval	JE Horst																		
WQM Part II Permit Submittal	GF																		
WQM Part II Permit Issuance	PADEP																		
Bid Phase																			
Develop Specifications for Co-Stars Procurement	GF																		
Procure Equipment from Co-Stars	Township																		
Construction Phase																			
Contract for Building	Township																		
Building Materials Ordered	JE Horst																		
Building Lead Time (2 months)	JE Horst																		
Shop Drawing Submittal Reviews	GF																		
Building Construction																			
Excavating	Kresky																		
Building	JE Horst																		
Platform Fabrication	JE Horst																		
Utilities and Ancillary Improvements	Various																		
Equipment																			
Shop Drawing Review	GF																		
Equipment Delivery On-Site																			
Polymer System	Velodyne																		
Conveyor	JDV																		
Grinder & Control Panel	Borger																		
Centrifuge Decantor	Alfa Laval																		
Centrifuge Diverter Gate	Alfa Laval																		
Centrifuge Control Panel	Alfa Laval																		
Equipment Installation	Township																		
Start-Up / Performance Testing	Manufacturers																		

able to notify the Sheriff's Office of the sewer, trash, and MS4 fees owed for that property. He further reported that payment for said fees was anticipated by the end of September.

ENGINEER'S REPORT: Nothing to report this month in addition to the items in the previously referenced report from Gannett Fleming that is attached.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) REPORT: Nothing to report this month.

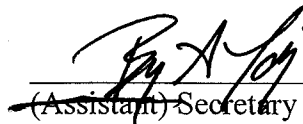
CLERK'S REPORT: The Authority was informed of the following items:

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 July 23, 2019 Authority meeting 32 accounts were posted for shutoff; this was comprised of four customers who were under a payment contract but had not paid, 16 customers not under a payment contract with the Township, and 12 landlord/tenant customers. Mr. Yingst concluded by reporting that over the past five weeks more than \$9,900 had been received from significantly past-due customers.

Scheduling of Meeting at WWTP: Reflecting that the Authority had held its April 23, 2019 meeting onsite at the WWTP, Mr. Yingst inquired if the Authority members were interested in doing so again in 2020 and, if so, if they had any thoughts on the frequency or timing for doing so as he prepares the 2020 meeting schedule for advertisement. The Authority indicated they supported doing so again and recommended such meeting take place sometime in the Spring, in part because that would provide an opportunity to review the completed dewatering process.

MOTION by Mr. Deaven, second by Mr. Ludwig 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. Deaven, second by Mr. Rooney to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 5:49 PM.


(Assistant) Secretary