

ATHENS TOWNSHIP AUTHORITY  
January 28, 2013

Chairman Pat Musto called the meeting to order at 1:28 p.m. Members also present were Jack Walter and Terry Depew. Township supervisor, Ron Reagan, Zoning Officers Ed Reid and Cindy Parrish also attended.

Motion by Depew, seconded by Walter to approve the minutes of the December 17, 2012 meeting as written. Motion was unanimous.

CITIZENS

Supervisor Reagan stated that there needs to be a meeting between ATA and the Supervisors. He stated they were having the meetings and everyone got busy and now things are happening and all needs to be in the loop. The Township has two developments that are coming forward and ATA has capacity issues. The Elmira Street line by pass should be done by end of year and this could allow the Senior Housing on Lockhart Street. In Greenes Landing, Tre-Hab is coming forward and our pump station would be over 80% is allowed. Chairman Musto explained both situations and we are doing. Discussion followed. Supervisor Reagan stated he would speak with their board and see about sitting up a meeting.

FINANCIAL

The following bills were reviewed for payment. Motion by Depew, seconded by Walter to approve the payment of the bills that total \$165,224.92. Motion was unanimous.

1 <sup>st</sup> Citizens National Bank	\$39,058.00
Aqua Pa. Water	\$512.61
Athens Borough Council	\$1,774.34
Bradco Supply	\$28.70
Clarity Connect	\$49.95
Fluid Kinetics, Inc.	\$3,122.00
Gannon Associates, Inc.	\$2099.00
Greater Valley Chamber of Commerce	\$50.00
Jones Specialty Services Group	\$340.00
Line Systems	\$99.02
Lohmann's Utility Locating Services	\$4,900.00
McCloe's Sewer Service	\$100.00
Myers Locksmith	\$150.00
Niemiec, Smith & Pellingner	\$256.75
Penelec	\$2,217.87
Pitney Bowes	\$367.74
Purchase Power	\$400.00
Quill	\$72.37
Signs & Safety Equipment	\$117.95
South Waverly Borough	\$4,772.25
T & M Associates	\$26,989.61
The UPS Store	\$4.67

Time Warner Cable	\$51.29
Triple V Electric	\$75.00
USA Bluebook	\$430.76
Vacri Construction	\$20,681.80
Valley Energy	\$449.48
Valley Joint Sewer Authority	<u>\$56,053.76</u>
TOTAL	\$165,224.92

A resolution was presented to authorize ATA to pay the bills needed for the project out of General Fund and to reimburse ATA General Fund back, after securing the tax fee loan for the project. Motion by Walter, seconded by Depew to approve the resolution. Motion was unanimous.

A bill was received from Sweetland Engineering for \$880.52. Mr. Sweetland stated that bidding was not in their contract, but back in October 2012, they answered a couple questions for Larsen Design Group regarding Road C design. Discussion followed. Motion by Depew, seconded by Walter to approve the payment of the \$880.52 invoice. Motion was unanimous.

Chairman Musto discussed setting up a 2 phase "Will Serve" letter for capacity. His stated maybe ATA should collect ½ the tap in fee at the time of the request to secure the space, and then when they tap in, they have to pay the other half. ATA has in their rules and regulations a Reservation Capacity Fee, Article 9. The reservation of capacity fee formula is  $RCF=(50\%) \times (EDU \text{ on Planning Module}) \times (\text{Sewage Service Charge})$  and this is not impose until two years from date of DEP/ATA approval of Planning Modules. A letter to serve request was received on behalf of Tre-Hab for 41 EDU's. We have the capacity for Athens Borough and this will put our pump station, based on EDU's over 80%. Motion by Musto, seconded by Walter to approve the will serve letter, along with a mutual agreement letter of the Reservation Capacity Fee regulation, so they know what can happen if they aren't using any of the reserved EDU's within the 2 years of the will serve letter date. Motion was unanimous. Our developer's agreement will be re-written to include the RCF also in it. Brian Huckabee from T & M Associates presented a proposal for \$5,500 for pumping station #4 hydraulic & electrical Evaluations, due to Tre-Hab requesting this. Motion by Depew, seconded by Walter to approve the study for \$5,500. Motion was unanimous.

Brian Huckabee stated the drawing with the preliminary design of the #6 conveyance should be here end of this week. T & M would like phase 5 Permitting, 6 Final Design, and 7 Bidding Services approved to keep project moving and ready for bid come spring. Motion by Depew, seconded by Walter to approve phase 5, 6, and 7 for a total of \$49,153. Motion was unanimous.

The trash baskets at station #4, Greenes Landing need to be replaced and 1 needs to be installed. Vacri submitted a price of \$5,250 for 2 baskets and rails and to extend the inlet pipes to the baskets. Motion by Walter, seconded by Musto to approve the proposal price of \$5,250 from Vacri Construction. Motion was unanimous.

The proposal from T & M was presented to Road C inspection. Cost will be \$13,400 and this fee is in the reimbursed amount from the township. Motion by Depew, seconded by Walter to approve the proposal of \$13,400 from T & M for inspection of Road C. Motion was unanimous.

## OTHER BUSINESS

The Candlewood Suite hotel engineers submitted a Highway Occupancy Permit for ATA signature. We are the utility company, so it has to be in our name. Motion by Walter, seconded by Depew, to approve the HOP permits application. Motion was unanimous.

## MAINTENANCE

Craig Lohmann was here to attend meeting and then got an emergency Pa. one call so had to leave. He has changed all the locks at all the station and more locks had to be ordered. The station needs the vac truck to help get them clean. 2 stations were found to have the water turned off and now the water is on. ATA gave permission to use vac truck at all stations when needed. ATA has to get the stations cleaned. Since the caps at QEE do not seem to be had put on – we will do this as soon as we can. Both pumps at in the well now and QEE is back to working correctly.

## LEGAL

Attorney Smith could not attend meeting, due to the weather. A release was received from SEA for the pump station 6 situations. ATA will table the decision. Smith will be asked to find out how the figure was obtained.

No further business, meeting adjourned at 3:25 p.m.

Respectfully submitted

*Valorie L. Huckabee*

Secretary

Athens Township Authority  
February 26, 2013

Meeting was called to order by Chairman Pat Musto at 5:35 p.m. Members also present were Jack Walter and Terry Depew. There were no citizens to be heard.

Motion by Walter, seconded by Depew to approve the minutes of the January 28, 2013 meeting as written. Motion was unanimous.

FINANCIAL

Mark Lunquist attended the meeting to just let us know what is being done and how the financing of our projects could work. He stated he is looking at maybe 3 to 3.25% interests. Discussion followed.

The following lists of bills were presented for payment. Motion by Depew, seconded by Walter to approve the following payment of bills. Motion was unanimous.

Aqua Pa. Water	\$11.27
Austin's Excavating	\$180.00
Clarity Connect	\$49.95
EFP Rotenberg, LLP	\$3,000.00
Gannon Associates	\$862.00
Horn's True Value	\$151.78
Jones Specialty Services Group	\$170.00
Lines Systems, Inc.	\$48.79
Lohmann's Utility Locating, LLC	\$4,900.00
McGuire Septic Service	\$300.00
Niemiec, Smith & Pellingier	\$190.00
Pa. One Call	\$17.75
Penelec	\$1,659.98
Pintey Bowes	\$100.00
Signs & Safety	\$115.55
Susquehanna Group Advisors	\$340.00
Sweetland Engineering	\$880.52
The Morning Times	\$17.80
Time Warner Cable	\$53.25
Triple V Electric	\$234.23
USA Bluebook	\$265.75
Valley Energy	\$90.79
Valley Joint Sewer Authority	\$2,080.00
TOTAL	\$16,319.41

EFP Rotenberg is doing the 2012 yearly audit. A letter of understanding was received and the price for the audit will be \$5,100. Motion by Depew, seconded by Walter to approve the cost of the yearly audit. Motion was unanimous.

## LEGAL

Attorney Mark Smith stated no word yet from Athens Borough regarding the 2 items we needed for the pump station agreement.

A writ of execution has been filed on the Health Lee property for non-payment of sewer fees.

Discussion followed about the SEA offer did not include the generator that would have had to be included. ATA agreed to counter their offer with \$75,000 which would include the generator. Attorney Smith will contact SEA.

## MAINTENANCE

Mike and Craig Lohmann stated things have been doing well with the stations. There have been some generator problems due to batteries and they needed to be replaced. A trickle charger was replaced at #1 by Kingsley for the generator. At the CVS station, a mouse chewed through the ignition wires and they had to be replaced. The CVS station was pumped out cleaned. The cable on the trash basket for CVS isn't correct and needs to be longer. Craig will get the length that will be needed for this basket and other stations that are needed. Station #2 has a grease problem. They pumped the station in January and it is all ready needing it. They will pop some manholes and see where this could be coming from.

## ENGINEERS REPORT

T & M, engineer, Mark Ambrose reviewed the Pump Station #4 hydraulic and electrical evaluation that was done and gave the Authority 7 scenario's of different things to enlarge for capacity. Without an idea of where ATA would be placing a sewer line a construction cost couldn't be estimated. Discussion followed and it was decided to run a force main from our station down Rt 199 to Edwards Street in Athens Borough and then over and down River Road to the treatment plant. Ambrose was told to estimate for 500 and 1,000 additional EDU's.

The following is an update status report for Station #6:

### DESIGN PLANS:

Project plans depicting the existing force main layout from PS#6 and the proposed extension along the previously approved route along Roosevelt Street and Pennsylvania are 80 complete. Once the final force main route is determined a hydraulic profile will be completed and shown on the plan.

Pumping Station upgrade plans will be prepared once the pump size is determined. This includes electrical plans as well as pump details.

### PERMITTING:

#### *PENNDOT HOP PERMIT APPLICATION:*

T&M has reached out to the PADOT regional office and is coordinating with the assigned project reviewer to determine what permits are required and what information needs to be provided on the project plans. Once the force main route is finalized, T&M will send copies of the plan set to PENNDOT for review prior to the permit application. This will eliminate the potential for re-submission which may extend the time to obtain a permit.

*PENNDOT BRIDGE OCCUPANCY PERMIT:*

T&M is working with PENNDOT to revise the existing Bridge Occupancy Permit. Based on our conversations to date, ATA can apply for an addendum to the existing Permit by adding the additional weight of the new 12-inch force main.

*PA DEP WATER QUALITY MANAGEMENT PERMIT:*

Conversations with the DEP office in Williamsport indicate that since we are proposing an increase in capacity to an existing pumping station, increasing the size of the existing force main and extending its length, and installing new gravity sewer mains a complete Water Quality Management Permit application is required with the appropriate Design Modules. T&M has completed this application based on the proposed force main system routing. Once the force main layout is finalized this application is ready for submission pending signatures. County and Municipal Act 67, 68, and 127 notifications have been prepared as required and will be sent out as soon as the force main location is finalized.

A Pennsylvania Natural Diversity Inventory Environmental Review Application (PNDI) will be completed once the force main location is finalized.

*Erosion and Sedimentation Control Permit:*

T&M is coordinating with the Bradford County Conservation District (BCCD) to prepare the E&S Permit Application. E&S plans will be finalized based on the location of the force main and the Application will be submitted for review.

**PUMPING STATION #6 UPGRADES DESIGN:**

*PUMP SELECTION:*

New pumps have been selected based on the proposed force main layout along Roosevelt Street and Pennsylvania Avenue. Once the layout of the force main is finalized, T&M will obtain detailed plans and specifications from the pump manufacturer. This information will be shown on the final plan set.

*ELECTRICAL DESIGN:*

Previous electrical evaluation information from T&M site visits has been compiled to verify what electrical related equipment will need to be replaced. Once the pumps are selected, the electrical design will move forward accordingly.

*SPECIFICATIONS:*

Once the project scope is finalized, T&M will begin preparing the front-end and technical specifications.

The preliminary plans will be changing because on Tuesday, Airport Community Mobile Home Park contacted ATA about adding 3 new mobile homes to their development and we could have an agreement worked out to allow ATA to bring the force main down Cessna Street to PA. Ave, deleting the current alignment down Roosevelt Street. Just the elevations will need to be verified by survey.

## DEVELOPMENTS

An email was received from Township Secretary; Robin Smith stating that senior housing development off of Lockhart has withdrawn their application because sewer service wasn't available.

Wal-Mart finals plans were reviewed and they would like a variance on our rules and regulation for the depth of the well for their pump station. Our regulations stated no more than 18' deep and their well needs to be 19' deep. This will not be ATA's station to operate and will be private. Motion by Walter, seconded by Depew to approve the variance for a 19' deep well. Motion was unanimous.

Chairman Musto reported that the Valley Joint Sewer Authority SRB's were suppose to be up and running October and now April but is looking more like July. So far they are within budget and there have been a few change orders with credits.

Board member Bob Blauvelt hasn't attended a meeting since November, 2012 and will not answer calls when called. Walter will find out what his intentions are about staying on ATA's board and also on the Valley Joint Sewer Authority board. He has not attended a meeting for them since last June.

No further business, meeting adjourned at 8:45 p.m. Next meeting will be Tuesday, March 26, 2013 at the Office in South Waverly Borough.

Respectfully submitted,

*Valorie L. Huckabee*  
Secretary

Athens Township Authority  
March 26, 2013

Meeting was called to order at 1:30 p.m. by Chairman Patrick Musto. Members also present were Terry Depew and Jack Walter.

No citizens were present to be heard.

ENGINEERS REPORT

Mark Ambrose discussed going down Cessna Street and what the mobile home court owner wants in return. Plan maps were reviewed. The engineer's opinion of probable cost for #6 improvements and the original location of line is \$3,797,380.80. If Cessna Street can be worked out, it would be changed order in. After further discussions, we ask T & M to look at a new direction of going hopefully gravity down Meadowlark Lane, across the river with force main, down the backs of some of the Elmira Street proprietaries and then into Blue Spruce Trailer Court to the pump station. T & M said it would have to be surveyed. Motion by Musto, seconded by Walter to authorized the chairman to approve up to \$40,000 for surveying when T & M notifies ATA of the cost for this alternate route. Motion was unanimous. This route would allow gravity to the river crossing with a pump station. T & M stated they will also get us a construction cost with this route which should be less. Discussion followed regarding funding and Township Impact Money. Chairman is going to attend the Supervisors meeting regarding these funds. Musto stated ATA will continue with projects for station #1, #2 muffin monster and #6. Mark Ambrose stated that he had Mike Lohmann verifying the location of the force main and also getting off sets for the PennDot permit. The locating of force main was within Lohmann contract with ATA but the extra work for locating the off sets was done as additional work. Mark stated he wasn't sure how ATA wanted T & M to handle the charges for this and Chairman Musto stated since T & M hired Lohmann Locating Services for this, they should bill T & M for services.

FINANCIAL

The following bills were presented for payment. Motion by Depew, seconded by Walter to approve the payment of the presented that total \$93,096.25. Motion was unanimous.

Applied Analytics, Inc.	\$1,000.00
Aqua Pa. Water	\$70.27
Clarity Connect	\$49.95
Fluid Kinetics	\$1,286.51
Gannon Associates	\$862.00
Horn's True Value	\$17.01
Kai Pan Consulting	\$596.90
Kinsley Power Systems	\$1,573.29
Line Systems	\$48.79
Lohmann's Utility Locating	\$4,900.00
McGuire's Septic Service	\$900.00
Niemiec, Smith & Pellingner	\$443.00
Pa. One Call	\$7.60
Penelec	\$2,225.75
Purchase Power	\$300.00
Susquehanna Software	\$340.00

T & M Associates (January & February)	\$59,808.3
The Morning Times	\$18.72
Vacri Construction Corporation	\$5,250.00
Valley Energy	\$120.20
Valley Joint Sewer Authority	<u>\$13,278.03</u>
TOTAL	\$93,096.25

## MAINTENANCE

LLS, Craig Lohmann reported not much has been wrong. The hatch at #4 is going to be fixed by Metal Fusion. The arm that holds the lid open needs welded. The contact at #6 generator has been fixed. The pump for #7 has been ordered and waiting for delivery, QEE is operating okay. Seems like the pumps are running more than needed in cycles. He is going to clean off the Essex (transducer) and see if that takes care of the problem. If not, it might just need reprogrammed, so it doesn't come on so often. Station #3 got all cleaned out and is in shape now.

## LEGAL

Mark Smith is the costs of the projects are going to be more than \$3.5 million; ATA should adopt a new resolution for the new amount. Mark will contact Mark Lunquist about this.

A sample of the sale of reserve capacity fee was reviewed. Only thing ATA needs to add is that ATA approve the sale and what constitute the "start" of a development. We should change it to a percentage of the project.

There was no word from Sweetland Engineering on our counter offer of \$75,000 because a generator wasn't included in their offer for settlement. Mark Smith will contact Sweetland regarding this.

The writ of execution was file with Sheriff's office for Heath Lee and sheriff's office can take up to 90 days to execute on assets, which would include vehicles.

The discussion about replacing a board member that has not attended a board meeting without any communication with ATA for any reason, has not answered any phone calls and will not return any phone calls was discussed. Under the Municipalities Act, a board member can be replaced after 3 months of no reason attendances. Attorney Smith will forward this to Township Supervisors. Also, the same board member has not attended the Valley Joint Sewer Authority meetings for 8 months and needs to be replaced on that board also. Board member Terry Depew would like to be appointed to the VJSA board as Athens township representative. The township will be notified of such.

Chairman Musto reported on the construction of the plant.

No further business, meeting adjourned at 3: 25 p.m.

Respectfully submitted,  
*Valorie L. Huckabee*  
 Secretary

Athens Township Authority  
April 15, 2013

Meeting was cancelled as there was not a quorum of members present. Meeting will be rescheduled to April 22, 2013 at 5:30 p.m. and will be held at the Athens Township Authority office.

Respectfully,  
*Valorie L. Huckabee*  
Secretary

Athens Township Authority  
April 29, 2013

Meeting was called to order by Chairman, Patrick Musto at 5:35 p.m. Members also present were Jack Walter and Terry Depew. There were no citizens to be heard.

Motion by Walter, seconded by Depew to approve the minutes of the March 26, 2013 meeting as written. Motion was unanimous.

#### ENGINEER'S REPORT

T & M Associates, Chuck Volk introduced himself to ATA. Also introduced was Bill Snider, surveyor with T & M that will be doing the survey for the alignment of sewer line down Meadowlark Drive. Mr. Snider explained the route that he will be surveying and also discussed needing a boat. Valorie Huckabee stated that maybe the fire department could be contacted. Also, discussed was the time frame. Survey will be done by end of May 4<sup>th</sup>. Mr. Volk stated T & M would have preliminary design and engineers cost estimate for the May 20<sup>th</sup> meeting. He stated DEP permitting could take up to 120 days. Discussion followed about this being an emergency as we will not allow any further connections to our sewer line, which is stopping Athens Township from issuing building permits. Attorney Mark Smith stated an emergency is in order and ATA and Supervisors could pass a resolution declaring this emergency. This might help expedite permits needing and allow for non-bidding process to expedite the line install. Motion by Walter, seconded by Depew to adopt resolution #4-19-13, declaring this project an emergency, we cannot allow any further connection, which is placing a building moratorium on Athens Township, until this line can be constructed. Motion was unanimous. Discussion followed about station #1 having to be upgraded now or later. T & M will have a conceptual cost for this for our May 20<sup>th</sup> meeting also.

#### MAINTENANCE

Craig and Mike Lohmann reported that the basket at station #5, Industrial Park Road needs to be replaced. The bottom is out of it also at #7 – Hickory Heights. Also at station #5, Craig was wondering if ATA or T & M knew why 1 pump is off and the float is wrapped around it. Huckabee stated he thought Jones and Triple V Electric had been doing some things there. They both will be contacted. Lohmann also commented that it has been a month, and the basket at CVS has not had to be dumped since the clean up and unblocking of the force main. The paper towels have stopped. Station #2 still is having a lot of grease problems. Craig will contact Topps and see what they may be doing. A complaint was received from Cotton's on Industrial Park Road with a smell of sewage in the dirt that he was digging alongside his property. He stated he saw water running, but its clear water, but smells like sewage. Lohmann dye tested the force main and the dye discharged in to the manhole and none was seen in ditch at that time.

#### FINANCIAL

The following bills were reviewed. Motion by Walter, seconded by Depew to approve the payment of the following bills that total \$181,557.19. Motion was unanimous.

Aqua Pa. Water	\$127.29
Athens Borough Council	\$1,667.38
Clarity Connect	\$49.95
1 <sup>st</sup> Citizens National Bank	\$39,058.00

Fluid Kinetics, Inc.	\$10,365.00
Gannon Associates, Inc.	\$862.00
Horn's True Value	\$46.57
Jones Specialty Services Group	\$5,073.49
Line Systems, Inc.	\$47.93
Lohmann's Utility Locating	\$4,900.00
McGuire Septic Service	\$955.00
McGuire Septic Service	\$355.00
Niemiec, Smith & Pellingner	\$1,576.34
Pitney Bowes	\$367.74
Pitney Bowes- Purchase Power	\$375.00
Sheesleys Sewer Service	\$372.00
South Waverly Borough	\$4,772.25
Susquehanna Software, Inc.	\$95.00
T & M associates	\$51,789.69
The UPS Store	\$20.46
Time Warner Cable	\$49.37
Triple V Electric	\$150.00
Valley Energy	\$153.50
Valley Joint Sewer Authority	<u>\$52,845.90</u>
TOTAL	\$181,557.19

## LEGAL

Attorney Mark Smith reported that the paper work for the D. J.'s office for a property owner in Greene's Landing that had not paid was completed and ATA filed the paper work. Secretary Huckabee and Smith reviewed the easement form ATA uses and made some changes and is ready to use for easement we will need. The sheriff's dept. went to Health Lee's house for assets and his wife stated they were divorced and none of the items in the house is Mr. Lee's. Mr. Lee contacted the office and made arrangements to pay ½ the past due amount and \$50 a week. He did as promised so far. If he doesn't complete the agreement, we will file against the wife, as she is on the house and take judgment with her. Mr. Smith stated he hasn't heard anything from Athens Borough's regarding the agreement. Chairman Musto was asked to contact Mark Lundquist about a new resolution since the project amount could change. Attorney Jean McQwinn, attorney for ATA regarding the SEA situation was told to contact Mr. Musto. Attorney Smith has not heard from Dave Sweetland since we sent the price of the generator down to him.

## OTHER BUSINESS

ATA got a request for a lot on McDuffy Street and Pa. Ave to the 2 EDU's that the laterals are there for. The owner also wanted to purchase 2 tap in permits now. We agreed to allow the 2 EDU's but will not allow purchasing the tap in permits. The homes won't be built for almost 8 months and we don't know what our tap in fee could be at that time.

A letter was received from Nomac housing requesting to waive the late fee that had received. They changed their mailing address and didn't notify us of the change. Motion by Walter, seconded by Depew to waive the fee because it is part of Chesapeake and they gave the township money for Road C. Motion was unanimous.

Huckabee stated that on the King Lane end of the sewer, where ATA didn't have to do anything with sewer, Road C being dug, has made an manhole about 6" high. Huckabee just wanted to make sure something is done to lower it if it is needed depending on the road elevation. This wasn't part of the sewer that ATA was told to redesign for this project.

Dr. Musto reported on the Valley Joint Sewer Authority construction. The contractor is way behind and now looks like won't be done till May of 2014.

No further business, meeting adjourned at 6:52 p.m.

Respectfully submitted,

*Valorie L. Huckabee*

Secretary

Athens Township Authority  
May 20, 2013

Meeting was called to order by Vice Chairman, Terry Cockcroft at 5:30 p.m. Members also present were Jack Walter, Terry Depew and Chairman Pat Musto arrived a few minutes later and meeting was turned over to him.

There were no citizens to be heard

Motion by Depew, seconded by Walter to approve the minutes of April 29, 2013 as written. Motion was unanimous.

Steven Solon from Envirep was here to show ATA their pump line of Gorman Roupp non – submersible pumps. The pumps are on top of the ground with suction left. No electric in the wet wells and easy to unclog. There also would be no valve pits. The prices range from \$45,000 to \$500,000 depending on flows. The operating costs would be a lot lower than our pumps we have now. Solon will be putting a trip together in June to go to the Gorman Roupp plant in Mansfield Ohio to show ATA representatives how they work and are made. There is minimal down time if a pump does stop working and there are parts on hand that ATA can get with 24 hours. Chairman Musto, Craig Lohmann and Brian Huckabee will go when trip is arranged.

#### PROJECT

Chuck Volve, Project Manager for T & M Associates explained the status of the project. He presented the attached feasibility study. Secretary Huckabee asked why previously Mark Ambrose used a peak factor of 2.5 or 3 and now 4 are being used. Volve stated it depends on the area of discharge but would look into if it could be 3. The proposal for engineering services for the new alignment was presented and discussed. After speaking with DEP, an Act 537 special study has to be completed. Total proposal for Survey Services from station #1 to treatment plant will be \$28,636, Act 537 Planning will be \$16,944, Design will be \$79,236 and permitting will be \$44,752. Total proposal is \$169,568 plus reimbursable per the attached fee schedule. Secretary Huckabee confirmed that this proposal is from #6 to #1 and then to Treatment plant. Volve confirmed. Huckabee stated then ATA needed to rescind the approval of task #6 final designs, and #7 final design of the original contract with T & M dated September 24, 2012. Motion by Cockcroft, seconded by Walter, to rescind previous approval of task #6 and task#7 of the 9/24/12 T & M approval. Motion was unanimous. Motion by Walter, seconded by Cockcroft to approve the T & M Associates proposal dated May 20, 2013 for \$169,568. Motion was unanimous.

Brian Huckabee reported that the lines from Nomac housing needs to be checked and also spot check the sewer lines downstream that is getting full of debris.

#### MAINTENANCE

Craig and Mike Lohmann asked what should be done about Industrial Park Road as the dye did show up on the dirt that Cotton was digging. He showed ATA a picture. Valley Joint camera cannot televise the size force main we have. Mike Lohmann gave ATA a flier for membership to the PA. Rural Water Association. If ATA was a member they would bring equipment up to use which would include a video camera. Cost would be \$575 to join. Motion by Walter, seconded by Cockcroft to join the PAWA and have them come video this line. Motion was unanimous.

Lohmann also stated they do not have the current drawings for phase 1 of QEE and the lateral locations. ATA doesn't have it either but will call Connie (at Barton Homes) and see if she just might have a set of phase 1 that we could get copies of.

## FINANCIAL

The following bills were presented for approval. Total to be approved is \$20,261.87. Motion by Cockcroft, seconded by Walter to approve the payment of the presented bills. Motion was unanimous.

Aqua Pa. Water	\$133.20
Benchmark Analytics, Inc.	\$51.00
Fluid Kinetics, Inc.	\$1,105.00
Gannon Associates, Inc.	\$862.00
Horn's True Value	\$99.83
Jones Specialty Service Group	\$340.00
Kinsley Power System	\$687.50
Line Systems	\$47.93
Lohmann's Utility Location, LLC	\$6,332.09
Metal Fusion	\$300.00
Niemiec, Smith & Pellingier	\$330.00
Pa. One Call	\$17.75
Penelec	\$975.23
T & M Associate	\$7,748.04
The Morning Times	\$17.80
Time Warner Cable	\$99.50
Triple V Electric	\$75.00
Valley Joint Sewer Authority	\$1,040.00
TOTAL	\$20,261.87

The 2012 audit was received. Motion by Cockcroft, seconded by Walter to accept the audit as presented. Motion was unanimous.

The copier the office uses is 6 years old and need to be updated or replaced. The new one will allow the elimination of the printers that is being used and all will be done by the copier. Scanning in color, printing to the computer and other items. Motion by Walter, seconded by Cockcroft to pay 1/3 of the copier costs which would be approximately \$1,200. Motion was unanimous.

## LEGAL

Attorney Smith could not be present but submitted a report. ATA needs to sign resolution for ER of the sewer system that was adopted last month. He has not heard a word from Dave Sweetland regarding the generator so he advises us to contract Attorney Sean McDonough. Payments were made for the properties we were suing. Motion by Cockcroft, seconded by Walter to contact Sean McDonough regarding the SEA situation.

Secretary Huckabee sent out notifications to all commercial places that ATA believes should be following the grease rules and regulations and has received copies from numerous business of the tank being cleaned out.

Huckabee asked if ATA still wanted to put the muffin monster on station #2 as we put it on hold depending on the cost of the sewer project. Motion by Walter, seconded by Cockcroft to approve adding this as part of the project.

No further business, meeting adjourned at 7:45 p.m.

Respectfully submitted,

*Valorie Huckabee*

Secretary

Athens Township Authority  
June 17, 2013

Meeting was called to order by Chairman, Patrick Musto at 5:30 p.m. Members also present were Terry Cockcroft and Jack Walter. Attorney Mark Smith, Secretary Valorie Huckabee, Chuck Volve, and Brian Huckabee from T & M Associates, Operator Craig Lohmann, and Mark Lunquist also attended.

There were no citizens to be heard.

Motion by Cockcroft, seconded by Walter to approve the minutes of the May 20, 2013 meeting as written. Motion was unanimous.

## PROJECT

Chuck Volve stated they are working on the design and per their schedule will have the design at 30% for the next meeting and will be able to bring up drawings and profiles for the line location. He asked the opinion of using a Gorman Roupp pump station and had estimates of the pump station costs using them. Station #6 will be cheaper than a submersible and station will not, but between the costs, it's a wash in costs. The costs were reviewed and the total project will be about \$300,000 than previously presented by Volve last month, bring project to \$4.5 million, which includes the engineering inspection costs. Chairman Musto and Mark Lunquist verified we are still within the range the amount of money that we will be borrowing without having to raise rates if we chose for about 3 years.

## FINANCIAL

Mark Lunquist from Stevens & Lee explained the \$6.5 million bank loan from 1<sup>st</sup> Citizens National Bank that ATA will be borrowing for the sewer project. \$4.3 million will be for the project, \$75,000 will bank fees and the remainder will pay off the 2011 loan we have. This will be a draw down loan and only the money needed will be borrowed. Motion by Cockcroft, seconded by Walter to approve Resolution #6-17-13-01, to borrow \$6.5 million tax free bank loan from 1<sup>st</sup> Citizens National Bank, to pay off 2011 debt of \$2.1 million, \$4.3 million for construction sewer project upgrades and approximately \$75,000 for closing fees. Motion was unanimous. Bank loan commitment letter was signed.

The following bills that total \$99,762.73 were presented to approval. Motion by Cockcroft, seconded by Walter to approve the payment of the following bills as presented. Motion was unanimous.

Bradco Supply	\$90.64
Clarity Connect	\$49.95
Co. of Pa. DEP	\$65.00
Dougherty, Leventhal & Price, LLP	\$175.00
Eastern Copiers	\$1,040.34
EFP Rotenberg	\$2,100.00
Gannon Associates	\$1,112.00
Horn's True Value	\$84.32
JC Smith, Inc.	\$79.16
Jones Specialty Services	\$170.00
Lohmann's Utility Locating	\$4,900.00
Niemiec, Smith & Pellinger	\$50.00
Pa. Rural Water Association	\$395.00
Penelec	\$829.93
Purchase Power	\$200.00
Quill	\$78.98
T & M Associates	\$70,914.97
The Morning Times	\$19.22

Time Warner Cable	\$100.26
Vacri Construction	\$1,495.00
Valley Energy	\$136.79
Valley Joint Sewer Authority	\$15,676.17
TOTAL	\$99,762.73

The current tap in fee of \$3,000 was discussed. Under our Act 201 study, tap fees, we can charge \$5,500 per EDU for tap in fees. To help with the cost of the sewer upgrade project, ATA decided to raise the tap in fees, which will help with not having to raise the current quarterly fees. Motion by Cockcroft, seconded by Walter, to raise the tap in fees to \$5,500 per EDU, using our current schedule of tap in fees. Motion was unanimous. After the sewer upgrade project is completed, a new Act 201 study will be completed.

#### OTHER BUSINESS

Chairman Pat Musto stated that the Valley Joint Sewer Authority will be meeting on the 2<sup>nd</sup> Wednesday in July at the treatment plant for a tour of the progress of the construction.

Sayre Health Care Center is requesting a reduction in EDU's as they are not building the Personal Care Home. They will be reducing the EDU's to 10.

#### MAINTENANCE

Operator, Craig Lohmann reported that Jones still has the pump from station #5 and we should get back next week. In the meantime, this station has been running on 1 pump. Also, when the pump was taken out, the cast iron conduit that the pump cords feeds thru is all busted up and should be replaced before the pump is installed back in. Brian Huckabee stated that Manhole #6 at QEE has an I & I problem from the lateral that is installed to it. Vacri construction was contacted and they can fix this for \$994 and have it done on Friday. Motion by Walter, seconded by Cockcroft to approve Vacri fixing the manhole at QEE for \$994.00. Motion was unanimous. Huckabee will also have them look at the conduit problem at #5 also. The new basket that they installed needs to be adjusted also there.

The manhole in front of Ram Tire still has not been raised. Secretary Huckabee contacted Austin Excavating to repair this. She will contact them again.

The July meeting was rescheduled to July 22, 2013.

#### LEGAL

Attorney Smith reviewed some items he was following up on.

No further business, meeting adjourned at 7:20 p.m.

Respectfully submitted,  
*Valorie L. Huckabee*  
 Secretary

Athens Township Authority  
July 22, 2013

Meeting was called to order by Chairman Patrick Musto at 5:30 p.m. Members also present were Terry Cockcroft, Meade Murtland, and Terry Depew. Also attending was T & M Associates, Solicitor Mark Smith and Assistant Secretary, Valorie Huckabee.

Motion by Cockcroft, seconded by Depew to approve the minutes of the July 22, 2013 meeting as written. Motion was unanimous.

There were no citizens to be heard.

## ENGINEERS REPORT

Chuck Volk and Mark Ambrose presented the following progress memorandum regarding the Act 537 special study and project.

As identified in the schedule included with the feasibility evaluation and progress report for the Pump Station Upgrade and Force Main Project, the 30% design submission has been prepared and accompanies this letter. This submission consists of the following documents: 1) plan and profile design drawings of the sanitary sewer line; 2) pump station upgrade preliminary plans and sections; 3) Act 537 Special Study (preliminary draft); and 4) opinion of probable construction costs (30% design).

This letter will summarize the sanitary sewer alignment, discuss design status to date, identify critical design phase decision issues, summarize the Act 537 Special Study, identify upcoming project milestones, present an updated opinion of probable construction costs, and present a project schedule update.

### FORCE MAIN ALIGNMENT SUMMARY

The force main alignment from PS6 is described as follows: beginning at PS6 proceed south through existing easement area parallel to Wilawana Road, cross Mile Lane Road through a bored crossing, turn east and run along Mile Lane Road (outside the roadway on the south side) to the intersection at Meadowlark Drive, turn south and proceed on the west side of Meadowlark Drive about ½ mile to the existing gas and waterline easement at the roadway bend. From there the force main proceeds east through an existing easement area to a proposed bored crossing under the Chemung River. The force main alignment utilizes the existing easement as much as practical by running parallel at a 10 foot offset from the gas line; however, additional easement width may need to be procured as the exact alignment of the existing easement is not known at this time. After crossing the river, the force main proceeds east through a proposed bored crossing under PA Route 220, approximately in line with Winslow Street. On the east side of PA Route 220, the force main turns south and runs parallel with PA Route 220 along the rear of the properties that front along Elmira Street. Just south of Beeman's, the force main turns east and crosses Elmira Street via a bored excavation in a casing pipe, then proceeds east along the southern end of the existing parking lot.

At the rear of the parking lot just south of Beeman's, the force main transitions to a gravity sewer; the gravity line then proceeds north along the rear property lines of Beeman's and the Chinese restaurant, then turns east and runs parallel to and just south of Blue Spruce Lane to connection with the PS1 wet well.

The new PS1 force main generally follows a route parallel with the existing force main along roadways to minimize the acquisition of sewer easements. The line follows Pennsylvania Avenue south to Pine Street, turns east on Pine Street to Short Street, turns south on Short Street to Spruce Street, turns east on Spruce Street/Walnut Street to River Street, then proceeds north a short distance up the driveway to the Valley Joint Wastewater Treatment Facility connection at the head of the plant (at location indicated by VJSA engineer). A bored crossing under the Main Street PennDot right of way is required, along with an additional bored crossing under existing railroad tracks in the area of River Street.

### EASEMENTS REQUIRED

A tabulated list of property owners and respective easements required will be prepared for the 60% design submission at the August ATA meeting. Based on preliminary evaluation, most of the easement locations require a temporary construction easement in addition to the permanent easement to allow adequate working width for the contractor outside the 20' permanent easement. The temporary construction easements go away after the line is installed and restoration is completed.

### DESIGN STATUS TO DATE

The 30% design submission which accompanies this letter consists of preliminary sewer plan and profile drawings and preliminary pump station layout and mechanical details for PS1 and PS6. The alignment of the proposed sewer line is as described above, and has been laid out to minimize utility conflicts and private property disturbance.

The preliminary pump station plans reflect Gorman-Rupp suction lift pumps as the basis of design. The suction lift type pumps are preferred over submersible type pumps due to several factors – no variable frequency drives required, no new generator required at PS6, pumps and controls provided by single manufacturer as a packaged unit, pumps are accessible and located in a dry area out of the wastewater, ease of pump maintenance and replacement, rapid availability of parts and maintenance assistance, increased pump efficiency, and lower power consumption.

Based on DEP requirements and industry design guidelines, a new wet well is required at PS6 to provide adequate wastewater detention volume at peak design flow rate. PS6 upgrade will utilize two alternating pumps, each sized to handle peak flow, with soft start feature. The station floor will be recessed approximately 4 feet below grade for optimum suction lift hydraulics. A new generator is not required at PS6 as the packaged station will utilize an "autostart" natural gas fired engine as backup to drive the pumps in event of a power failure.

At PS1, the existing wet well is adequately sized to handle the peak design flow rate, so the existing wet well will be retained. PS1 upgrade will consist of a tri-plex pump

arrangement, with equally sized lead pump, lag pump, and backup pump. The lead pump will serve as jockey pump and convey average flows. The lag pump will activate during peak flow periods and operate simultaneously with the lead pump. The backup pump is in reserve should one pump fail. The lead/lag/backup pump order will alternate based on a pre-set sequence (every day, every week, etc). A new generator and transfer switch are to be provided at PS1 as the existing generator is undersized to power the conveyance of peak flow at the upgraded station.

The general contractor will be responsible to provide and pay for temporary bypass pumping as required during construction. This will be included within the contractor's lump sum price for the pump stations. As a new wet well is to be constructed at PS6, the majority of the work can be performed while the existing station is kept in operation. Construction phasing is more complex at PS1, where the existing wet well will be kept in service and retained in the upgrade project. The construction of the new station alongside the existing wet well can be accomplished while the existing station is in operation; however, removal of the existing pumps, coring wet well penetrations for new piping, installation of suction lift lines, and critical piping tie-ins will require that inflow be turned off at the station and temporary bypass pumping of wastewater be performed from just upstream of the wet well to the existing force main. The contractor will be required to submit a detailed construction schedule at the beginning of the project, which will identify periods requiring bypass pumping.

#### CRITICAL DESIGN DECISION ISSUES

T&M requests that the Authority review the proposed sewer pipe alignment and provide any comments prior to the August ATA meeting. It must be noted that at the pressure/gravity transition location for the PS6 force main, no businesses upstream of the transition point will be able to connect to the line via gravity connection. This does not appear to be critical issues as all existing commercial units along this route are already connected to public sewerage. The topography does not facilitate extending the gravity sewer further upstream.

#### ACT 537 SPECIAL STUDY SUMMARY

T&M met with Dennis Schwartzlander and Dan Telford of DEP Williamsport office on 6/24/13 concerning the development of the "Act 537 Special Study", which is required for the construction of the new force main and the expansion of the pump station capacities for PS6 and PS1. Of particular importance was the need for DEP to identify the Act 537 planning components (from the standard DEP checklist) that are required for this project-specific study.

As directed at the DEP meeting, the Special Study is to focus on the areas tributary to both stations, and must demonstrate compliance with the certain provisions DEP Act 537 planning checklist, which includes an evaluation of growth potential in the tributary areas (incorporating zoning considerations and planned developments), documentation of the number of projected EDUs (1000 EDUs tributary to PS6; 200 EDUs tributary to PS1), identification and resolution of environmental impacts of the force main construction, and calculations for sizing the upgraded pump stations.

A draft Act 537 Special Study for ATA review and comment accompanies the 30% design submission. T&M will finalize the Study upon incorporation of ATA review comments. The final Study will need to be advertised for public comment (for a 30-day period) and adopted by both Athens Township and ATA. Upon municipal adoption of the Study, T&M will coordinate the submission to DEP for approval.

UPCOMING PROJECT MILESTONES

By the end of August, T&M will prepare the following permit applications: 1) river crossing permit through the US Army Corps of Engineering in cooperation with the Bradford County Conservation District for a stream encroachment permit; 2) Erosion and Sedimentation Pollution Control Permit through the Bradford County Conservation District (BCCD); and 3) NPDES permit for construction stormwater administered through the BCCD. T&M will request ATA signature on these permit applications and checks for permit review fees (if applicable).

T&M requests that ATA provide review comments on the draft Act 537 Special Study by the August meeting. T&M will then incorporate ATA comments and distribute a final draft for Athens Township and ATA review and adoption.

DEP requires that all projects proposing an expansion of sanitary sewage system capacity, or significant modifications to sewage pumping stations must obtain a Part 2 Water Quality Management Permit. This permit package will be submitted to DEP upon substantial completion of design (90%).

T&M will prepare the 60% design by the August ATA meeting, along with a tabulation of easements required.

PRELIMINARY CONSTRUCTION COST OPINION

An updated opinion of probable construction cost will be provided for the 60% design submission, and costs will be further refined during the design process. At this point our estimation of probable construction cost does not differ significantly from the preliminary pre-design cost.

PROJECT SCHEDULE UPDATE

Please note that the projected milestones for the design phase are best estimates and corporate reasonable regulatory agency review periods. A preliminary design phase schedule is as follows:

Task	Work Description	Estimated Start Date	Estimated Finish Date	Completion Date
1	Survey Force Main – PS1 to WWTP and plot data	5/27/13	6/14/13	6/28/13
2	Plan and Profile design of new force mains; including detail preparation; prepare 30% design	5/27/13	7/19/13	7/19/13

3	Act 537 Special Study preparation & submit draft for ATA review	5/27/13	7/22/13	7/22/13
4	Easement delineation, property owner determination; preparation of 60% design	7/23/13	8/16/13	
5	PennDOT Highway Occupancy Plan permit application preparation & submission	7/23/13	8/31/13	
6	US Army Corps river crossing permit application preparation & submission	7/23/13	8/31/13	
7	Railroad Crossing permit application preparation & submission	7/23/13	8/31/13	
8	ATA review and comment on Act 537 Special Study	7/23/13	8/16/13	
9	Pump Station No. 6 upgrade design & calculations	7/15/13	9/30/13	
10	Pump Station No. 1 upgrade design & calculations	7/15/13	9/30/13	
11	Address draft Act 537 review comments, ATA and Athens Township advertise Act 537 Special Study for public comment and submission to DEP	8/9/13	10/31/13	
12	BCCD E&S Plan & NPDES permit application preparation & submission	8/19/13	9/6/13	
13	Substantial complete design document preparation (90% complete) – submit to ATA for review & address review comments; easement exhibit preparation	8/19/13	9/13/13	
14	DEP Part 2 WQM permit application preparation & submission	9/9/13	9/20/13	
15	Final design document preparation, provide bid-ready documents	9/23/13	10/4/13	
16	Obtain approval of regulatory permits	10/7/13	11/29/13	
17	Submit Act 537 Special Study to DEP	10/7/13	10/31/13	
18	Bid Phase	10/14/13	11/29/13	
19	DEP approval of Act 537 Special Study	1/30/14	1/30/14	

## MAINTENANCE

Neither Mike nor Craig Lohmann could be present for the meeting Brian Huckabee stated that there was a problem out to Milltown, a field owned by DeSisti, between the Milltown pump station and DeSisti Trailer Court. There is landfill going in and it appears that someone bulldozing the property hit a manhole and cut off the cone top piece. The manhole filled with large rocks and debris and plugged the lines. Huckabee called Vacri since they are in the Valley and had them come over to clean the manhole and also they will be fixing it. A letter will be written to the land owner regarding what appeared to happen. Also, we will place markers at these 3 manholes along this property line.

Huckabee stated they found a lateral connection to the sewer line at QEE, which is in a ditch. A picture was shown and Vacri can repair the lateral. Motion by Depew, seconded by Murland to approve the fix by Vacri for approximately \$4,200. Motion was unanimous.

## FINANCIAL

Motion by Cockcroft, seconded by Depew, to approve the payment of the following bills as presented. Total approved \$163,788.93. Motion was unanimous.

1 <sup>ST</sup> Citizens National Bank	\$39,058.00
Aqua Pa. Water	546.82
Athens Borough	\$1,304.74
Bradco Supply	\$19.02
Clarity Connect	\$99.90
Eastern PA. Supply Co	\$52.08
Fluid Kinetics, Inc.	\$4,072.13
Gannon Associates, Inc.	\$862.00
Horn's True Value	\$42.26
Kai Pan Consulting	\$329.00
Kinsley Power Systems	\$647.50
Line Systems, Inc.	\$96.43
Lohmann's Utility	\$4,900.00
Niemiec, Smith & Pellinger	\$200.00
Pa. One Call	\$22.80
Penelec	\$367.74
Pitney Bowes, Purchase Power	\$367.74
T & M Associates	\$54,280.80
The Daily Review	\$363.40
Time Warner Telephone	\$50.89
Triple V Electric	\$150.00
Vacri Construction	\$2,218.00
Valley Energy	\$266.27
Valley Joint Sewer Authority	<u>\$52,845.90</u>
TOTAL	\$163,788.93

## LEGAL

Attorney Foster contact Attorney Smith regarding the agreement between Athens Borough and Athens Township. 2 items need to be resolved. If ATA has to enlarge lines and is 100% responsible, ATA wants to design, but Athens Borough says they design and we pay costs. ATA will agree as long as ATA engineers can review the design and approve. 2<sup>nd</sup> was the subsidizing of Main Street. Ex-Board member Bob Blauvelt supposedly watched the video and said it was okay – but ATA was never saw the video or any documentation of the video. ATA will contact Athens Borough to see if we can see the video and read the notes.

ATA has not heard a word from the Attorney that is handling the SEA/ATA. Attorney Smith will contact him. The loan closing for the project should be about the August 15, 2013.

## OTHER BUSINESS

Chairman Musto discussed the pump permits and that since the construction of the plant upgrade haulers have been dumping in a manhole outside the plant and not turning in permits or not purchasing them. They have put an end to the manhole dumping. The costs of the permits were discussed and the VJSA raised the permit to \$100. Discussion followed and it was decided that ATA will send the plant copy and payment of \$100 to the VJSA monthly instead of making it the haulers responsibility to turn in the permits. Motion by Cockcroft, seconded by Depew to raise our permit costs \$120 so ATA will still make \$20 per permit effective immediately. Motion was unanimous.

Meeting recessed into executive session for legal purposes. Meeting reconvened at 7:00 p.m. A letter to serve request for 6.5 EDU's was received from Hunt Engineers for Seaboard International, Inc. We will send a letter stating we cannot allow connections at this time due to capacity and construction should be done by end of 2014.

ATA will meet on August 6<sup>th</sup> at 1:00 to review the Act 537 and plans. No further business, meeting adjourned at 7:05 p.m.

Respectfully submitted,  
Valorie L. Huckabee  
Secretary

Athens Township Authority  
August 12, 2013

Meeting was called to order by Chairman, Patrick Musto at 6:30 p.m. This was a joint meeting with the Athens Township Supervisors. ATA members present were Terry Cockcroft, Jack Walter and Meade Murtland. Present for the Township Supervisors were Ron Reagan, Maurice Faye and Jack Walter. Also attending was ATA secretary, Valorie Huckabee and Supervisor Secretary, Robin Smith, T & M Engineering representatives, Mark Ambrose and Brian Huckabee.

Musto reviewed the location of the pump stations and lines associated with the sewer project area. He pointed out the locations of each station and what area is serviced by them presently and where we plan to construct new lines. He explained the definition of an EDU and explained how it differs from actual flows.

The 2012 Sanitary Sewer Conveyance System Capacity Analysis was reviewed and explained that the analysis was before Microtel, Comfort Inn and Chesapeake office building came on line, and we were over 100% in some of the lines prior to them, so were worse than we were. The study also doesn't account for increased flows from approved development of Candlewood Inn, Fairfield Inn and the Senior Nursing Home. ATA has provided letters to serve to those developments. The over capacity on Elmira Street is based on actual metered flows, not EDU projection. Swapping EDU; s does not change the fact that the line is over capacity in some areas and near capacity in other areas. On a projected basis when all previously approved connections are online pump station number 1 and 6 will be over capacity. Jack Walter asked to describe "over capacity". Cockcroft stated 6 gallons of stuff in a 2 gallon pile – it will over flow and in this case back up into homes. Also, pumps run 24/7 causing increase electric costs, haulers have to be hired to pump out wells, which are additional costs, maintenance operators have to work longer which is also additional costs.

Musto reviewed the Feasibility Evaluation and Progress of #1 and #6 and the force main project from May 2013. He stated what the construction will be by replacing 2 pump station, new force main installed from 6 to 1, and from 1 to treatment plant, removing all of the Wilawana area out of Elmira Street, making more room for the inter river area and more capacity in the Wilawana developing area.

Currently there cannot be any new connections in the Greens Landing area due to the limits placed on ATA by Athens Borough. Current estimate to resolve this issue is 3.2 million dollars. At some point in the future ATA will need to acquire more treatment capacity at the VJSA. The increase costs of this are unknown at this time. ATA has approached other municipalities to acquire additional capacity, but they would not agree. Unfortunately, if we wait till it is absolutely necessary the cost will very high. At the moment, there are no plans for Greenes Landing as ATA could afford the upgrade right now. Musto reviewed the Act 13 funds as defined in PSAB bulletin of September 2012 and stated money can be used for sewer projects.

Supervisors Christine Vough arrived at 7:00 p.m.

Walter stated that there are industrial users wanting to come into the Township which will provide tax money and income to the Township and they have a very tight schedule. Ron Reagan said that the EDU; s for the project would be approximately 38. Reagan checked with Dept. of Sanitation and the businesses could put in holding tanks and could pump the tanks in the meantime.

ATA stated they could charge the users regular sewer fees for the pumping fees. The users would have to obtain permits for the dumping and per the Township ordinance, would have to dump at the VJSA, but ATA allow this. Reagan said the Township could require bond from them to pay for the tap in fees that would be charged come time for the connection. Secretary Huckabee stated they could also place “dry lines” during their construction time and when able just connect from holding tank to dry line.

Maurice Fay asked how much did ATA save by the supervisors guaranteeing the loan and also stated that he had been notified to pump his tank and it had been over 3 years. Fay also asked why ATA waited so long to do anything when we found there were problems. Musto stated we started the end of 2011 to determine the problems, elevated different ways to proceed and proceeded to do the project.

ATA budget cost spreadsheet was explained that shows that ATA will have to raise the current rates to the sewer users by \$15 per quarter to pay for this project, which will allow more development for the township as a whole with tax money and earned income money. Musto stated if the Supervisors would give some of the impact 13 money it would help the sewer users. No comment from the Supervisors. Musto stated that ATA has 282 commercial EDU's and 1333 residential EDU's, assuming 3 people per EDU on average, approximately 3900 of the 5000 (78%) of resident in the township are on sewer paying for the direct result of the growth of the natural gas industry in the Township. Why should residential sewer users bear the brunt of the costs of a project that will bring the Township millions of dollars in increased review? No comment from the supervisors.

Musto stated ATA will need the Act 537 approved as soon as possible by the Supervisors. We were all ready delayed a month due to the loan closing and the Supervisors tabling the decision to guarantee the loan. With ATA and the Twp. Declaring an emergency, we are able to by – pass the bidding phase and hoping to have DEP expedites permits. The Act 537 also has to have a 30 day public comment period prior to adoption. ATA is hoping for a mild winter to help with the construction.

Reagan asked his is raising the tap in fee to \$5,500 going to effective people who want to build. Cockcroft explained that this fee will be all rolled into the price of the lot. Cockcroft stated it won't affect them at all if they want to build.

Reagan said the boards need to meet periodically like this and what can the Supervisors do to help with the planning for future? The supervisors stated they need to update their comp plan which ATA agreed is a big tool for their planning.

No further business, ATA adjourned at 8:05 p.m.

Respectfully submitted,  
*Valorie L. Huckabee*  
Secretary

Athens Township Authority  
September 16, 2013

Meeting was called to order by Vice Chairman, Terry Cockcroft at 5:30 p.m. Members also present were Terry Depew, Jack Walter and Meade Murtland.

CITIZENS

There were no citizens to be heard.

5 Star Equipment located on Route 199 is under construction constructing a new addition to their building. It will be a garage and break room. They also will be building a wash tank. This is in the Greenes Landing sewer district. They were unaware that they needed to come to ATA for permission. T & M Associates, Brian Huckabee, inspected what had been installed so far, but needs detailed plans of the sewer lines that they are proposing. Tim Higley, manager, will forward the plans to ATA for this purpose. The estimated increase in water use will be about 1 EDU for the wash rack. ATA will have to review the plans to verify how the wash tank is going to be used. Motion by Walter, seconded by Depew to authorize 1 of the remaining 2 EDU's for Greenes Landing to 5 Star Equipment. Motion was unanimous.

By this approval, this will leave 1 EDU for the Greenes Landing based on Athens Borough allocation to Athens Township Authority.

Dave Young attended the meeting for G. Webster, Inc. for a 3 lot commercial sub-division. He stated #1 lot would be a 12,000 square foot building but does not have any information regarding water use. Wanted to know the status of Greenes Landing and future connections. ATA stated at least a couple of years and big dollars and suggested they use septic tanks if they wish to do this now. Walter asked if it was worth negotiating with Athens Borough for additional EDU's from their allocation that isn't being used. ATA will consider if this should be done. We are still negotiating current agreements with them and the best solution would be to put in a dedicated line to the plant and get completely out of the Borough's lines.

Motion by Walter, seconded by Depew, to approve the minutes of the August 19, 2013 meeting as written. Motion was unanimous.

PROJECT

Chuck Volk and Brian Huckabee were attending to update ATA on the process of the process. Volk reported that the force main alignment has not been changed from the 60% submission. Preliminary easement drawings have been prepared for ATA and ATA solicitor and the easement are dimensioned from the property lines and from right of way lines. The pump stations plans reflect Gorman-Rupp suction life pumps as the basis of design. Design calculations have been completed for both stations and technical Engineer's Report is completed and will be included in the DEP part 2 Water quality Management Permit applications. The plans are substantially complete from the civil and mechanical status. The electrical design of the 2 pump stations upgrades started in early September and should be completed in about one month. There is a critical design decision issue from last month still being worked out. T & M met with PennDot on 8/13/13 to orient the department on the project and identify Highway Occupancy Permit requirements. PennDot advised T & M that the crossing of US-220 (for access between the highway and the river) will require federal permitting. Federal permitting for the construction access was not included in T & M's design scope and PennDot has advised that a significant approval period may be involved.

There appears to be an old construction access off of US-220 in the vicinity of the proposed force main from when the gas &/ or waterline was installed. There are also several farm field accesses off of US-220. T & M recommends that the permitting of a construction access along US-220 be pursued, and is in the process of investigating access points. Local political representation may prove helpful in this approach. Brian Huckabee has a meeting set up on Tuesday with a parcel owner of 4 parcels that ATA could assess the area needed on the west side of RT-220 through some fields. The final Act 537 study will need to be adopted by resolution at the Athens Township meeting following the 30 day public comment period. Upon the adoption of the study, T & M will perform the submission for DEP for approval. The status of the in progress permit applications were discussed. T & M will DEP Part 2 application by 9/18/13. By the October ATA meeting, T & M will prepare the following permit applications for ATA signatures: Erosion and Sedimentation Pollution Control Permit through the Bradford County Conservation District and NPDES permit for construction storm water administered through the BCCD.

T & M presented a proposal for an Act 537 study up date for the Greenes Landing area. Vice Chairman Cockcroft requested we table any decision till the member can review the proposal and will act on it next month.

Brian Huckabee described a situation on the Road C project concerning 2 of the homes on Laurel Lane. The homes connect to the back of the property and the line discharged into the line that was removed. Sweetland Engineering was contacted by Larsen Design, contractor, and ATA and SEA was told to take care of problem. They had a survey crew up today and we are waiting for an answer. Meade Murtland had to leave at 6:30 p.m. T & M Associates will review what SEA is designing for this situation.

## FINANCIAL

The following bills were presented for payment. Motion by Walter, seconded by Depew to approve the payment of the following bills that total \$98,995.79.

AECOM	\$2,100.00
Aqua PA. Water	\$268.46
Eastern Pa Supply Co.	\$124.41
Fluid Kinetics, Inc.	\$3,295.71
Horn's True Valve	\$83.74
JCSmith, Inc.	\$148.32
Kinsley Power Systems	\$534.08
Lohmann's Utility Locating	\$4,900.00
Pa. One Call Systems	\$10.15
Penelec	\$558.02
Pitney Bowes – Purchase Power	\$30.00
Quill	\$189.29
T & M Associates	\$79,877.09
USA Blue Book	\$50.45
Valley Energy	\$96.07
Valley Joint Sewer Authority	<u>\$6,460.00</u>
TOTAL	\$98,995.79

A couple of our manholes, that were ground level, now sticks up about 2' to 3 ½' higher than the new Road C roadway. This is a huge safety issue for our maintenance operators. Also, the manholes can now be hit. ATA feels this is a Road C issue and needs to be addressed as so.

Vacri Construction submitted an estimate for \$3,770 to lower the manholes to grade level. A letter will be written to the Supervisors regarding this situation.

## MAINTANANCE

Craig Lohmann reported that the water check valve that the water company required to be installed leaked. He contact Hal Fish and Mr. Fish came back and repair the problem. No other problems have happened.

## LEGAL

Attorney Smith was notified that a property we have a judgment on is going up for Foreclosure end of October. If that happens, our judgment would not be paid, but we could then contact the bank and tell them we were going to disconnect the sewer, so the bank would then pay off the judgment.

A draft agreement for Seaboard Industries for a holding tank was drafted. ATA reviewed and some changes will be made.

## OTHER BUSINESS

Secretary Huckabee presented the proposal for the new billing program that was presented last month, with the printing stuffing and mailing being out sourced by the company, as requested by ATA. The cost would be .578 per bill. This would cut down the cost of the paper, time, and postage. ATA could also go to a monthly billing, instead of a quarterly billing. This program will also allow payments by charge cards and e-payments. Also, customers can receive their bills by email if they wanted too. Discussion followed and motion was made by Walter, seconded by Depew to purchase the new program, start a monthly billing effective 1/1/2014, and have the printing, stuffing and mailing outsourced by Multi-Link. Motion was unanimous. We will prepare news articles and send out a newsletter to the customers to let them know of the new billing procedures.

## OTHER BUSINESS

Terry Depew spoke with Chairman Musto before he went out of town and Chairman Musto wanted the impact money of \$50,000 that the Township is going to give to the Authority, to go into the capital fund and used for engineering fund for Greenes Landing. Motion by Depew, seconded by Walter to use the impact money received this year for the Greenes Landing concerns. Motion was unanimous.

A letter was received from a resident in Greenes Landing that has 2 – 6” laterals on property of his, which he has paid front footage fee for, and now cannot use them, due to the capacity. He is requesting that he be put on a waiting list, and he be granted the first 4 EDU's available when they come available. Motion by Depew, seconded by Walter to approve the request for the 4 EDU's be granted to Connie & Terry Cockcroft, when 4 EDU; s come available. Motion was unanimous.

No further business, meeting adjourned at 8:15 p.m.

Respectfully submitted,  
*Valorie L. Huckabee*



Athens Township Authority  
October 21, 2013

Meeting was called to order by Chairman, Pat Musto at 5:32 p.m. Members also present were Terry Cockcroft and Meade Murtland.

David Hafer was present regarding his cesspool. He stated every 3 years he gets notified to pump tank and it gets inspected and all that is in the cesspool is ground water. Our inspected stated there was 2 ½ feet in cesspool but it was water. The cesspool is 10 to 12' deep. Motion by Cockcroft, seconded by Murtland to approve the refund of the permit fee - \$80 and not have the cesspool pumped. Motion was unanimous.

Motion by Cockcroft, seconded by Murtland to approve the minutes of the September 16, 2013 meeting as written. Motion was unanimous.

## PROJECT

Chuck Volk discussed a letter received for additional design scope services for the project. This is for some unforeseen issues that T & M have encounter during the design phase of the project. This resulted in additional out of scope engineering efforts. Site off of US-220, between the Chemung River and US-220, construction access is required to install the force main. The proposed force main will run along a gas co. easement, and the preferred access location off of the highway in the vicinity of a pervious construction entrance. T & M did not include research and leg work related to the construction access or the development access alternatives and permitting through the federal government. NPDES Construction stormwater permit assumes a linear projects waiver through BCCD as no new impervious area is created. Recent discussion with the US Army Corp of Engineers regarding the Chemung River crossing revealed a 37.5 foot wide swath of disturbance is to be assumed through easement areas. Therefore, BCCD initial assumption that an abbreviated NPDES Construction Stormwater Permit would be permissible is inaccurate and we must defer to Title 25 PA Code Chapter 102 regulations and submit a full NPDES permit for over 12 total acres of disturbance. The last item was the coordinating with the GHD, engineer for the VJSA regarding the connection to the plant and changed order to ATA from their design to accommodate the 12" force main. T & M reviewed the change order and provided an opinion of the reasonable costs would be and coordinate with GHD is on going for the VJSA connection. The estimated additional time and expenses to complete the above additional services to total is about \$12,000. Volk provided the hours and wages for this amount. Motion by Cockcroft, seconded by Murtland to approve the additional services. Motion was unanimous.

Chairman Musto is concern of the probable engineers cost of the construction as it has gone up from the May estimate to 90% complete. It was decided ATA will contact Vacri to get cost prices and we will decide if we have to bid or not. The estimate is now higher in costs and prices were based on Southern Pa/NJ construction, so we hope Northern PA prices will be lower. We will also contact Mark Lundquist regarding this.

Volk submitted and reviewed the following report. This letter accompanies the 90% design submission and summarizes the continuing progress of the above referenced project. The 90% design submission consists of design plans, specifications, easement drawings, and an updated construction cost opinion.

### FORCE MAIN ALIGNMENT AND EASEMENTS

The force main alignment has not been changed from the 60% design submission.

Preliminary easement drawings have been prepared for the Authority and ATA solicitor review. Twenty-two individual permanent easements will need to be procured. Per input from the Authority secretary, we have separated the initial multi-property drawings into individual exhibits containing one parcel per legal size drawing, in the format requested. The proposed easement areas are shown on the drawings and the easements are dimensioned from property lines and from right-of-way lines. The width of the temporary easements was reduced from 20 to 10 foot width per ATA request.

### DESIGN STATUS TO DATE

The design plans are 90% complete, and now include the electrical design for the two pumping station upgrades.

#### CRITICAL DESIGN DECISION ISSUES

T&M met with Tom Cahill ( for representative Tom Marino) to orient him on the construction access issue from US-220, located in the vicinity of the existing gas and waterline installations. Mr. Cahill was in contact with Jim Krise (Hauling Permit Manager) at PennDOT District 3 Permits and indication was given that a conditional construction access will be approved. Therefore it appears this critical design issue is resolved.

T&M completed a cost comparison of traditional jack and bore method (utilizing steel casing pipe) with horizontal directional drilling (HDD) method for the Chemung River crossing. Horizontal directional drilling does not utilize a casing pipe, and the vertical alignment of the excavation can vary with the river bottom. The estimated capital cost savings that may be realized with HDD for the river crossing is estimated at approximately \$67,500. The most recent construction cost opinion assumes HDD for the Chemung River crossing.

It must be noted that there are additional administrative permitting issues that come into play with HDD. We were in contact with the US Army Corps of Engineering regarding to the river crossing permit. We were advised that the Chemung River is not a "Section 10 Waterway", and as such additional federal authorization is not required for a jack and bore crossing as long as there are no proposed discharges of fill material into wetlands and /or the waterway. If horizontal directional drilling method is proposed, the Army Corps recommends that federal review/verification and a contingency plan be submitted with the application in event of accidental discharge of fill material into the waterway. Also, for HDD method the project would be subject to Delaware Nation tribal review and a 30-day comment period, however, it is unlikely that the closed excavation method would present an issue.

T&M recommends that exploratory geotechnical borings be performed at both sides of the river crossing and at PS1 and PS6 to provide representative depth to groundwater and rock for prospective bidders. Four borings total should be performed, and the additional subsurface information may result in lower bids. This service is not within T&M Scope of Services and can be subcontracted through T&M or contracted directly by ATA (with no subcontractor markup).

#### ACT 537 SPECIAL STUDY STATUS

The final Study was adopted by resolution by Athens Township following the 30-day public comment period, and the DEP submission was made on 10/8/13. Act 537 planning approval is a prerequisite for the DEP to approve the Part 2 Water Quality Management Permit.

#### PERMIT APPLICATIONS AND FEES

Following is the status of the in-progress permit applications:

- 1) Norfolk-Southern Railroad Crossing: The permit application was submitted on 9/3/13.
- 2) PennDOT Highway Occupancy Permit: At PennDOT's request, T&M submitted a full electronic copy of the permit application via email to PennDOT on 9/2/13. T&M received PennDOT comments via email on 10/4/13; the comments have been addressed and an electronic re-submission will be made on 10/21/13. We will submit paper copies to the Department upon their request.
- 3) BCCD and US Army Corps of Engineers Stream Crossing Permit (GP-5): Application submission was made on 8/28/13, with additional copy for BCCD to forward to US Army Corps.
- 4) DEP Part 2 Water Quality Management Permit: The permit application was submitted on 9/18/13.

- 5) NPDES Construction Stormwater and Erosion and Sedimentation Control Permits: The permit applications are prepared and ready for submission to the Bradford County Conservation District. Permit fees amounts were sent to ATA (3 separate checks required).

#### UPCOMING PROJECT MILESTONES

By the end of the week of October 21, T&M will submit the Erosion and Sedimentation Pollution Control Permit and NPDES Permit applications to the Bradford County Conservation District (BCCD). T&M will request ATA signature on these permit applications and checks for permit review fees at the 10/17/13 ATA meeting.

T&M will finalize design drawings and specifications by the November ATA meeting. T&M will address regulatory comments as they are received. T&M assumes that ATA will await approval of all regulatory permits prior to bidding project.

#### PROJECT SCHEDULE UPDATE

Please note that the projected milestones for the design phase are best estimates and incorporate reasonable regulatory agency review periods. A preliminary design phase schedule with appears below:

Task	Work Description	Estimated Start Date	Estimated Finish Date	Completion Date
1	Survey Force Main – PS1 to WWTP and plot data	5/27/13	6/14/13	6/28/13
2	Plan and Profile design of new force mains; including detail preparation; prepare 30% design	5/27/13	7/19/13	7/19/13
3	Act 537 Special Study preparation & submit draft for ATA review	5/27/13	7/22/13	7/22/13
4	Easement delineation, property owner determination; preparation of 60% design	7/23/13	8/16/13	8/16/13
5	PennDOT Highway Occupancy Plan permit application preparation & submission	7/23/13	8/31/13	9/2/13
6	GP-5 Chemung River Crossing permit application preparation & submission to BCCD and US Army Corps of Engineers	7/23/13	9/30/13	10/3/13
7	Norfolk-Southern Railroad Crossing permit application preparation & submission	7/23/13	8/31/13	9/3/13
8	ATA review and comment on Act 537 Special Study	7/23/13	8/16/13	8/16/13
9	Pump Station No. 6 upgrade design & calculations	7/15/13	9/30/13	10/11/13
10	Pump Station No. 1 upgrade design & calculations	7/15/13	9/30/13	10/11/13
11	Address draft Act 537 review comments, ATA and Athens Township advertise Act 537 Special Study for public comment	7/23/13	10/31/13	8/26/13
12	BCCD E&S Plan & NPDES permit application preparation & submission	8/19/13	9/30/13	
13	Substantial complete design document preparation (90% complete) – submit to ATA for review & address review comments; easement exhibit preparation	8/19/13	9/30/13	10/11/13
14	DEP Part 2 WQM permit application preparation & submission	9/9/13	9/30/13	9/19/13

15	Final design document preparation, provide bid-ready documents	9/23/13	11/18/13	
16	Obtain approval of regulatory permits	10/7/13	11/29/13	
17	Submit Act 537 Special Study to DEP	10/7/13	10/31/13	10/8/13
18	Bid Phase	12/2/13	1/20/14	
19	DEP approval of Act 537 Special Study	12/1/13	1/30/14	

The proposal for the Greene landing Act 537 was discussed to see weather Ulster Township should join in with Study. ATA will ask Ulster to come to our November meeting.

#### LEGAL

Attorney Smith reported Sweetland and Larson were both put on alert to notify their insurance companies about the sewer design for road C for the additional work that had to be done for the 2 homes. Neither he nor ATA has heard anything. Also, nothing has been heard from Shawn regarding the SEA design of pump station #6. Attorney Smith will contact Shawn. No word on the Athens Borough agreement and Smith will send over letter about ATA being paid back pro-rated share of funds spent for any repairs on Main Street if ATA disconnects from their line after this is done. The holding tank agreement for DPA, Inc. has been forwarded to the DPA for signatures. ATA has an account that the owner died and there has not been any estate opened to pay bills. Smith will send the appropriate notification to file a municipal lien and file lien.

Meeting went into executive session at 6:55 p.m. for legal reasons. Meeting reconvened at 7:17 p.m.

Chairman Musto said that he received an email from Sayre borough and they might be interested to sale 5% of capacity. Musto will entertain more discussions and also will have a budget ready for our next meeting to see if we can afford to purchase it.

#### FINAINCIAL

The following bills were received for approve. Motion by Cockcroft, seconded by Murtland to approve the payment of the following bills that total \$141,536.29. Motion was carried.

	<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Amount</u>
1ST CITIZENS NATIONAL BANK				
	10/17/2013	7763	General Fund	63,680.56
Total 1ST CITIZENS NATIONAL BANK				<u>63,680.56</u>
AQUA PENNSYLVANIA				
	10/17/2013	7753	General Fund	142.00
	10/17/2013	7776	General Fund	98.00
Total AQUA PENNSYLVANIA				<u>240.00</u>
ATHENS BOROUGH COUNCIL				
	10/17/2013	7772	General Fund	1,816.38
Total ATHENS BOROUGH COUNCIL				<u>1,816.38</u>
BRADCO SUPPLY				

	10/17/2013	7773	General Fund	<u>19.02</u>
Total BRADCO SUPPLY				19.02
BRADFORD COUNTY CLEAN WATER FUND				
	10/17/2013	7778	General Fund	<u>500.00</u>
Total BRADFORD COUNTY CLEAN WATER FUND				500.00
BRADFORD COUNTY CONSERVATION DISCTRICT				
	10/17/2013	7777	General Fund	<u>1,775.00</u>
Total BRADFORD COUNTY CONSERVATION DISCTRICT				1,775.00
CLARITY CONNECT				
	10/17/2013	7769	General Fund	<u>49.95</u>
Total CLARITY CONNECT				49.95
CO. OF PA. CLEAN WATER FUND				
	10/17/2013	7779	General Fund	<u>900.00</u>
Total CO. OF PA. CLEAN WATER FUND				900.00
COMMONWEALTH OF PENNSYLVANIA				
	09/17/2013	7751	General Fun	<u>500.00</u>
Total COMMONWEALTH OF PENNSYLVANIA				500.00
DATA MANAGEMENT & REPORTING, INC.				
	10/17/2013	7768	General Fund	<u>250.00</u>
Total DATA MANAGEMENT & REPORTING, INC.				250.00
HAL FISH HEATING & AIR CONDITIONING				
	10/17/2013	7771	General Fund	<u>1,450.00</u>
Total HAL FISH HEATING & AIR CONDITIONING				1,450.00
HORN'S TRUE VALUE				
	10/17/2013	7770	General Fund	<u>104.23</u>
Total HORN'S TRUE VALUE				104.23
LINE SYSTEMS, INC.				
	10/17/2013	7755	General Fund	<u>98.61</u>
Total LINE SYSTEMS, INC.				98.61
LOHMANN'S UTILITY LOCATING, LLC				

Total LOHMANN'S UTILITY LOCATING, LLC	10/17/2013	7758	General Fund	<u>4,900.00</u> 4,900.00
MCGUIRE SEPTIC SERVICE				
Total MCGUIRE SEPTIC SERVICE	10/17/2013	7760	General Fund	<u>187.50</u> 187.50
NIEMIEC, SMITH & PELLINGER				
Total NIEMIEC, SMITH & PELLINGER	10/17/2013	7756	General Fund	<u>884.73</u> 884.73
PA. ONE CALL SYSTEMS, INC.				
Total PA. ONE CALL SYSTEMS, INC.	10/17/2013	7759	General Fund	<u>15.20</u> 15.20
PENELEC				
Total PENELEC	10/17/2013	999	General Fund	<u>1,649.89</u> 1,649.89
PENNDOT				
Total PENNDOT	10/17/2013	7762	General Fund	<u>280.00</u> 280.00
PITNEY BOWES				
Total PITNEY BOWES	10/17/2013	7761	General Fund	<u>367.74</u> 367.74
PITNEY BOWES - PURCHASE POWER				
Total PITNEY BOWES - PURCHASE POWER	10/17/2013	7774	General Fund	<u>300.00</u> 300.00
RAMAN S. GANGADHARAN				
Total RAMAN S. GANGADHARAN	10/17/2013	7765	General Fund	<u>80.00</u> 80.00
SOUTH WAVERLY BOROUGH				
Total SOUTH WAVERLY BOROUGH	10/17/2013	7757	General Fund	<u>4,772.25</u> 4,772.25
THE MORNING TIMES				
	10/17/2013	7767	General Fund	<u>26.58</u>

Total THE MORNING TIMES				26.58
TIME WARNER CABLE = ROAD RUNNE				
	10/17/2013	7775	General Fund	<u>49.99</u>
Total TIME WARNER CABLE = ROAD RUNNE				49.99
TRIPLE V ELECTRIC				
	10/17/2013	7754	General Fund	<u>351.00</u>
Total TRIPLE V ELECTRIC				351.00
VALLEY ENERGY				
	10/17/2013	7752	General Fund	<u>101.76</u>
Total VALLEY ENERGY				101.76
VALLEY JOINT SEWER AUTH.				
	10/17/2013	7764	General Fund	52,845.90
	10/17/2013	7766	General Fund	2,140.00
	10/17/2013	1259	Lake Macham	<u>1,200.00</u>
Total VALLEY JOINT SEWER AUTH.				56,185.90

No further business, meeting adjourned at 8:10 p.m.

Respectfully submitted,  
Valorie L. Huckabee  
Secretary

Athens Township Authority  
November 18, 2013

Meeting was called to order at 5:34 p.m. by Chairman Pat Musto. Members also present were Jack Walter and Meade Murtland.

There were no citizens to be heard

Ulster Township Supervisor Dick Farr and Township Secretary Jennifer Chilson were present, as ATA requested to discuss our plans for Greenes Landing Act 537. ATA wanted to let them know that we are in the pre-planning stages of an Act 537 and wanted to know if Ulster was interested us including space for the Milan area of Ulster Township. Discussion followed and they will take this information back to their board and let ATA know.

Motion by Walter, seconded by Meade to approve the minutes of the October 21, 2013 meeting as written. Motion was unanimous.

## ENGINEERING

Mike Mandzik from T & M Associates provides energy procurement consulting to establish energy management goals and objectives based on analysis of facility specific information. ATA signed up with 1<sup>st</sup> Energy in April to be effective in June, but just received letters stating the 1<sup>st</sup> Energy was cancelling the contracts for our 8 electric bills. When 1<sup>st</sup> Energy was notified, they stated the contracts were over. On Demand Energy representative was contacted and found out that there was a "bug" in the computer, and ATA was never entered. So 1<sup>st</sup> Energy will reinstate ATA back to June and reimburse ATA for what we were charged instead of the 6.50 as promised. Mike Mandzik reviewed out accounts and stated that was a really good rate and they could market for us to get anything cheaper.

## MAINTENANCE

Mike Lohmann reported that a pump at #6 has a seal leak failure and they pulled the pump and Jones is coming down to check it on Tuesday morning. Also, a water pump on the generator at #4 stopped working this weekend, when the electric was out and was needed. Kingsley came down today and replaced it. They were down within the last 2 weeks to service and noticed a leak and replaced the hose. The transducers at 1 and 6 have acted up some. #1 station has been replaced and #6 was cleaned and hopefully this will take care of the alarms that ATA has been receiving. We have a backup float on each station that if the transducer stops working, the backup float will kick the pumps on. ATA's new stations will not be using transducers. Lohmann also gave us a report that showed ATA for the past year has received 326 Pa 1 calls.

## PROJECT

Chuck Volk reviewed the following report regarding the Project

### EASEMENTS

The proposed easement areas are shown on the drawings and the easements are dimensioned from property lines and from right-of-way lines. Generally the widths of the permanent and temporary easements are 20 foot and 10 foot, respectively. ATA is obtaining the easements. We have 4 fully executed easements - Tractor Supply plaza, VA Clinic, Burnam Group, and Friedman Electric. We have been in contact with Joe Elsbree and he is requested compensation for the easement.

He stated he wanted what Chesapeake paid him for a gas line easement, \$15 a foot. Wal-Mart requested a fee for their easement also. Discussion followed about pay for easements. If we end up having to pay easement, ATA should look at having the homes on Meadowlark Drive connect to the sewer to help pay for the additional costs for the easements. Motion by Murtland, seconded by Walter, to offer up to a \$1.00 a foot for the easements. Motion was unanimous. The total cost would be about \$8,500.00

## DESIGN STATUS AND OUTSTANDING DESIGN ISSUES

The design plans are approximately 95% complete. Outstanding is structural design of the PS6 wet well and pump slab. This work requires geotechnical data on the subsurface conditions and geotechnical engineering services were not included in the original scope of design services as the preliminary concept was to re-use the existing wet well. This is discussed in detail in a separate letter to ATA dated 11/12/13. T&M recommends that ATA contract directly with SJB/Empire Geo Services for proposal cost of \$3,350 (see attached). The consultant indicated availability to start work within two weeks from receipt of signed contract. As a potential construction cost saving measure, T&M recommends the Authority consider performing exploratory geotechnical borings at both sides of the river crossing to provide representative depth to groundwater and rock for the prospective contractor. Two borings should be performed, and the additional subsurface information may result in a lower bid. This service is not within T&M Scope of Services. A proposal from Empire GEO Services, Inc. for the subsurface exploration and geotechnical engineering evaluation services for ATA at Station #6 was received for \$3,350. The other 2 estimates were higher than GEO Services. Motion by Walter, seconded by Musto to approve GEO Services to do the testing. Motion was unanimous.

## PERMITTING STATUS AND ISSUES

1.

### HEMUNG RIVER CROSSING

T&M recommends the Authority utilize Horizontal Directional Drilling (HDD) instead of traditional jack and bore method (utilizing steel casing pipe) for the Chemung River crossing. Horizontal directional drilling does not utilize a casing pipe, and the vertical alignment of the excavation can vary with the river bottom. The estimated capital cost savings is significant at approximately \$250 per linear foot of crossing.

Regarding permit issues with HDD, the US Army Corps of Engineering informed T&M of the following (via 11/12/13 email):

*"If the construction method is directional drilling there would not be a permit needed from the Corps if there are no impacts to adjacent wetlands or the stream. This is not Section 10/Navigable water according to the Corps, so no federal authorization is needed for activities underground that have no impacts to the waterway. However, if you are using HDD and there is a chance for inadvertent returns you can submit a contingency plan and we can permit the activities that would need to happen if that scenario occurs.*

*The plan would outline what you would need to do and what the expected impacts would be if an inadvertent return were to occur. We can issue the authorization for this so you have it on file and if needed you would be able to take action immediately in the case of an inadvertent return.*

C

*If there is no contingency plan and no permit for the plan, then all operations would need to cease while the proper authorizations are obtained for the stream impacts to address the inadvertent return. We were looking for an example or a template for this type of plan, but we do not have anything we can provide. The plan would be what you would do if this were to happen. It should cover the actions needed to resolve the inadvertent return and what would be the expected impacts to the stream and wetlands.”*

Also, for HDD method the project is subject to Delaware Nation tribal review and a 30-day comment period. The US Army Corps of Engineers informed T&M of the following related to tribal coordination (via 11/7/13 email):

*“Regarding the Tribal Coordination: This is a Government to Government coordination process, so the applicant would not have received anything related to this. The project has been placed on the coordination list. The letter which included this project was sent to the Delaware Nation on October 22, 2013. Then, the 30-day comment period would begin once the Delaware Nation receives the letter/list of projects. I have not received the confirmed date of when the Nation received the letter (our Tribal Liaison informs us of the receipt date), but generally it takes approximately 4 to 5 days for the Nation to receive. So, I would expect that the comment period should end late November/Early December. We will keep you informed of the status.”*

T&M will consult with a boring contractor regarding typical corrective measures for inadvertent release of excavation spoils and put together a contingency plan letter to the US Army Corps of Engineers.

2. R  
AILROAD CROSSING  
T&M received review comments from AECOM (Norfolk-Southern’s engineer) on 11/6/13. One comment requires that the casing pipe span the entire railroad right-of-way. T&M requested input from AECOM as to the right-of-way width, and the engineer sent a RR Valuation Map that he interpreted as showing 350 foot wide right-of-way width at the crossing. T&M responded to AECOM that the railroad crossing permit for the existing force main (2005) shows a 150 foot right-of-way at the crossing. T&M is awaiting a response from AECOM, and will address AECOM’s comments upon resolution of the railroad right-of-way width at the crossing.
3. P  
ENNDOT HIGHWAY OCCUPANCY PERMIT  
T&M received PennDOT approval on 10/30/13 via “ePermitting” service.
4. B  
RADFORD COUNTY CONSERVATION DISTRICT STREAM CROSSING  
T&M received a letter from BCCD on 10/31/13 indicating approval of the GP-5, general permit for the stream crossing.
5. D  
EP PART 2 WATER QUALITY MANAGEMENT PERMIT

DEP rejected the Part 2 WQM permit application via letter dated 10/17/13. The rejection was due to lack of Act 537 planning approval. The application will be resubmitted upon Act 537 plan approval.

6.

N

**PDES and E&S PERMIT APPLICATIONS**

These were submitted on 10/25/13 are currently under agency review. We expect approvals by the end of the year.

**ACT 537 SPECIAL STUDY STATUS**

ATA received an administrative completeness review letter from DEP dated 10/15/13, indicating that municipal notifications/reviews and adoption by Athens Borough is required. T&M received all required municipal reviews and the plan is to be resubmitted as soon as to T&M receives the original resolution of borough adoption.

**UPCOMING PROJECT MILESTONES**

T&M will finalize the outstanding design work as soon as possible. T&M will continue to address regulatory concerns and comments as they are received.

**PROJECT SCHEDULE UPDATE**

Please note that the projected milestones for the design phase are best estimates and incorporate reasonable regulatory agency review periods. We understand that the Board has to authorize Pat Musto, or another Board member, to take action and/or respond to the requirements of this project so as to not slow things down. This individual will be the “go-to” person between Board meetings and will have authority to sign items on behalf of the Board, including contractor pay requests.

A preliminary design phase schedule with completion dates appears below:

Task	Work Description	Estimated Start Date	Estimated Finish Date	Completion Date
1	Survey Force Main – PS1 to WWTP and plot data	5/27/13	6/14/13	6/28/13
2	Plan and Profile design of new force mains; including detail preparation; prepare 30% design	5/27/13	7/19/13	7/19/13
3	Act 537 Special Study preparation & submit draft for ATA review	5/27/13	7/22/13	7/22/13
4	Easement delineation, property owner determination; preparation of 60% design	7/23/13	8/16/13	8/16/13
5	PennDOT Highway Occupancy Plan permit application preparation & submission	7/23/13	8/31/13	9/2/13
6	GP-5 Chemung River Crossing permit application preparation & submission to BCCD and US Army Corps of Engineers	7/23/13	9/30/13	10/3/13

7	Norfolk-Southern Railroad Crossing permit application preparation & submission	7/23/13	8/31/13	9/3/13
8	ATA review and comment on Act 537 Special Study	7/23/13	8/16/13	8/16/13
9	Pump Station No. 6 upgrade design & calculations	7/15/13	9/30/13	10/11/13
10	Pump Station No. 1 upgrade design & calculations	7/15/13	9/30/13	10/11/13
11	Address draft Act 537 review comments, ATA and Athens Township advertise Act 537 Special Study for public comment	7/23/13	10/31/13	8/26/13
12	BCCD E&S Plan & NPDES permit application preparation & submission	8/19/13	9/30/13	10/25/13
13	Substantial complete design document preparation (90% complete) – submit to ATA for review & address review comments; easement exhibit preparation	8/19/13	9/30/13	10/11/13
14	DEP Part 2 WQM permit application preparation & submission	9/9/13	9/30/13	9/19/13
15	Final design document preparation, provide bid-ready documents	9/23/13	11/18/13	
16	Obtain approval of regulatory permits	10/7/13	11/29/13	
17	Submit Act 537 Special Study to DEP	10/7/13	10/31/13	10/8/13
18	Bid Phase	12/2/13	1/20/14	
19	DEP approval of Act 537 Special Study	12/1/13	1/30/14	

Motion by Walter, seconded by Murtland, to appoint Chairman Musto and Vice Chairman Cockcroft as the “go-to” person between Board meetings for the sewer project and will have the authority to sign items on behalf of the board, including pay estimates. Motion was unanimous.

Vacri Construction met with ATA and has reviewed the plans and gave us an estimate, based on the design at 90 % of \$3.3 million. Robert DeVincentis stated he was real happy with the plans and the design and also commented that his estimate includes the purchase of the pump station, but ATA could purchase them personally and could save money. Vacri will allow ATA to do this and ship the station to their business for storage.

## FINANCIAL

Motion by Walter, seconded by Murtland to approve the payment of the presented bills. Total to be approved is \$114,369.35.

A change order from the Valley Joint Sewer Authority project was reviewed and discussed. The change order is for \$11,965.43. This is the charge for changing the design from an 8” connection for ATA to a 12” connection. If the charge is including their contract, the Valley would end up paying, so the bill for this cost will be paid by VJSA general fund and ATA will reimburse VJSA. Motion by Walter, seconded by Murtland to approve the fee of \$11,965.43 for the change for our connection.

The 2 manholes located on Road C, that need to be lowered, due to the road C construction, that ATA told the Township about, still has not been lowered. Attorney Smith was instructed to write a letter to the Township putting them on alert of the safety hazard if someone hits them and gets hurt. Walter stated to lower the manholes and bill the Township. Chairman Musto will attend the Supervisors meeting on the 20<sup>th</sup> of November to speak to them about these. Motion by Musto, seconded by Murtland to lower the

manholes for \$3,770 by Vacri Construction and bill the Township, if the Township declines to do it as part of the road C project. Motion was unanimous.

A proposed 2014 budget was reviewed. We also included a transfer of 5% capacity from Sayre borough to Athens Township, if Sayre approves. This will not be a purchase, but ATA will reimburse Sayre for the 5% of bond payments that has been paid for the new plant construction. Motion by Walter, seconded by Murtland to approve the transfer of the 5% capacity as soon as Sayre agrees and to reimburse Sayre Borough for the 5% for the construction bond. Motion was unanimous. This 5% will give Athens Township about another 1600 EDUS of capacity in the plant. Motion by Walter, seconded by Murtland to approve the 2014 budget as presented. Motion was unanimous.

## LEGAL

Attorney Smith stated the Athens Borough is almost done, there was one more correction and then it should be ready to sign. The Seaboard agreement between them and ATA was signed for them to use holding tanks. No word yet from either engineering firm about the error of the redesign of the sewer line for Road C and the 2 homes that needed to be reconnected. A notice that a lien was being placed on the property that was owned by David Mitchell on Clinton Street was sent and has not been returned. ATA has not received any payments or calls about the sewer bills. Smith will put together a resolution for the supervisors for an amendment to the Articles of Incorporation for ATA. They are for 50 years and it has been over 20. If ATA needed to borrow money and needed over 20 years to pay – our Articles of Incorporation wouldn't be allowed.

## OTHER BUSINESS

The new billing program was discussed. Doing a monthly billing will be \$43.33 a month. To make this easier who pay with cash, which is a lot of customers, rounding the fee out to \$45 a month was discussed for residential. Motion by Musto, seconded by Walter, to make the sewer fee \$45 a month, unless you pay quarterly and a discount will be allowed at \$130.00. Motion was unanimous.

The January and February meetings were discussed. We have people on vacations and also away. We will change our January meeting to 1/14 and our February meeting to 2/6 and rest the year, the normal 3<sup>rd</sup> Monday of the month, at 5:30 p.m., in the meeting room of our office.

No further business, meeting adjourned at 8:20 p.m.

Respectfully submitted,  
Valorie L. Huckabee  
Secretary

Athens Township Authority  
December 16, 2013

Meeting was called to order by Chairman, Pat Musto at 5:30 p.m. Members also present were Terry Depew and Meade Murtland.

There were no citizens to be heard

Motion by Depew, seconded by Murtland to approve the minutes of the November 18, 2013 meeting as presented. Motion was unanimous.

FINANCIAL

The following bills were presented to approval. Motion by Depew, seconded by Musto to approve the payment of the presented bills for a total of \$68,671.59. Motion was unanimous.

Aqua Pa. Water	\$157.20
Bradco Supply	\$19.02
Clarity Connect	\$49.95
Co of Pa Clean Water Fund	\$170.00
Donald Bartlow	\$80.00
GVCC	\$75.00
Horn's True Value	\$10.78
Jones Specialty Services	\$212.50
Kinsley Power Systems	\$1,747.83
Line Systems, Inc.	\$50.11
Lohmann's Utility locating	\$5,000.00
Niemiec, Smith & Pellinger	\$371.00
Pa. One Call	\$7.60
Penelec	\$849.79
Quill	\$68.38
T & M Associates	\$52,200.10
The UPS Store	\$23.85
Time Warner	\$49.97
Vacri Construction	\$6,061.98
Valley Energy	\$126.53
Valley Joint Sewer Authority	<u>\$1,340.00</u>
TOTAL	\$68,671.59

A bill was received from Pioneer Construction Company, the water company contractor that was installing new lines for Aqua. They hit an unmarked empty lot lateral. Mike Lohmann was called and he approved the work to fit the lateral when they asked, which they said would be about an hour and they had the parts. The repair did not stop their construction at any time. The bill ATA received was for 1 hour for every piece of equipment and every man that was on site. Motion by Depew, seconded by Murtland to protest the bill of \$651.25 and agree to pay \$325.62. Motion was unanimous. Discussed that ATA should have some repair kits for a 4", 6" and 8" available when this happens. Craig will get the price for these.

MAINTENANCE

Craig reported that Valley Cities Gas hit the sewer main on Lamoka Road and repaired it. It was marked correctly, but they still hit it. He also received a call from Crestview Court in Greeneslanding. Their sewer line in the park was plugged and they had called McGuire's to come unplug it. ATA didn't want the plugged material to go through their line in the station. Craig stayed and watched and plugged our line so the material would not go through. All the wells have been cleaned out and while cleaning them, Mike Polzella from VJSA recommended ATA make a pipe for the well, which would stay in the well that the router truck hose would fit to without having to maneuver

20 feet of pipe and fittings. Craig stated Sayre and Athens Borough has this and it is faster for them to clean. T & M was asked to put this in for #1 and #6 pump station and Craig is going to get us a price to have this made. He believes he can do it himself. Craig has been popping manholes and visiting businesses that discharge into Station #2, because the basket is filled with some type of rags on a continuous basis. He believes it's Topps after seeing samples of what they are using. After speaking with them, he thinks he is seeing a change in the flows to the station.

## ENGINEER'S REPORT

T & M Associates, Chuck Volk discussed the following progress report.

### EASEMENTS

The majority of the easements have been acquired. Major outstanding sections are owned by Wal-Mart, Cole, Elsbree, and Williams.

### DESIGN STATUS AND OUTSTANDING DESIGN ISSUES

The design plans are approximately 95% complete. Outstanding is structural design of the PS6 wet well and pump slab. The preliminary concept was to re-use the existing wet well so no new wet well was anticipated in the scope of work. Structural design of the new wet well requires geotechnical investigation and data compilation on the subsurface conditions. Geotechnical engineering services were contracted directly by the Authority and the site boring was performed on 11/29/13. T&M received the geotechnical report from SJB/Empire Geo Services and is performing the structural design of the wet well.

### PERMITTING STATUS AND ISSUES

1. C  
**HEMUNG RIVER CROSSING**  
The basis of design is to utilize Horizontal Directional Drilling (HDD) instead of traditional jack and bore method (utilizing steel casing pipe) for the Chemung River crossing. Horizontal directional drilling does not utilize a casing pipe, and the vertical alignment of the excavation can vary with the river bottom.  
  
Regarding permit issues with HDD, the US Army Corps of Engineering (USACE) informed T&M that a Contingency Plan is highly recommended in event of "inadvertent returns" during the drilling operation, in order to avoid a work stoppage due to cleanup permitting delay. T&M submitted a Contingency Plan to USACE on 12/4/13, and is awaiting their follow-up approval and authorization.
2. R  
**AILROAD CROSSING**  
T&M received review comments from AECOM (Norfolk-Southern's engineer) on 11/6/13.  
T&M addressed the reviewing engineer's comments in a letter dated 11/27/13 to AECOM with revised plan and profile of the crossing.
3. P  
**ENNDOT HIGHWAY OCCUPANCY PERMIT**  
T&M received PennDOT approval on 10/30/13 via "ePermitting" service.
4. B  
**RADFORD COUNTY CONSERVATION DISTRICT STREAM CROSSING**  
T&M received a letter from BCCD on 10/31/13 indicating approval of the GP-5, general permit for the stream crossing.

5. D

**EP PART 2 WATER QUALITY MANAGEMENT PERMIT**

DEP rejected the Part 2 WQM permit application via letter dated 10/17/13. The rejection was due to lack of Act 537 planning approval. The application will be resubmitted upon Act 537 plan approval.

6. N

**PDES and E&S PERMIT APPLICATIONS**

These were initially submitted to the Bradford County Conservation District on 10/25/13. T&M received a review letter from BCCD dated 12/3/13. T&M addressed the county's comments and hand-delivered to the County of 12/16/13 a submission consisting of plans, revised E&S report, and a letter. The additional review fee check from ATA will be mailed to the BCCD separately.

**ACT 537 SPECIAL STUDY STATUSES**

ATA received approval of administrative completeness in a letter from DEP dated 12/3/13.

**UPCOMING PROJECT MILESTONES**

T&M will finalize the outstanding design work as soon as possible. T&M will continue to address regulatory concerns and comments as they are received. T&M will re-submit the DEP Part 2 Water Quality Management Permit as soon as DEP allows during the Act 537 Plan review process (Act 537 Plan approval must typically precede permit application submission for construction of new sanitary facilities).

**PROJECT SCHEDULE UPDATE**

Please note that the projected milestones for the design phase are best estimates and incorporate reasonable regulatory agency review periods. In order to keep the project on schedule, the Board has authorized two members to take action and/or respond to the requirements of this project between Board meetings and will have authority to sign items on behalf of the Board, including contractor pay requests.

A preliminary design phase schedule with completion dates appears below:

Task	Work Description	Estimated Start Date	Estimated Finish Date	Completion Date
1	Survey Force Main – PS1 to WWTP and plot data	5/27/13	6/14/13	6/28/13
2	Plan and Profile design of new force mains; including detail preparation; prepare 30% design	5/27/13	7/19/13	7/19/13
3	Act 537 Special Study preparation & submit draft for ATA review	5/27/13	7/22/13	7/22/13
4	Easement delineation, property owner determination; preparation of 60% design	7/23/13	8/16/13	8/16/13
5	PennDOT Highway Occupancy Plan permit application preparation & submission	7/23/13	8/31/13	9/2/13

6	GP-5 Chemung River Crossing permit application preparation & submission to BCCD and US Army Corps of Engineers	7/23/13	9/30/13	10/3/13
7	Norfolk-Southern Railroad Crossing permit application preparation & submission	7/23/13	8/31/13	9/3/13
8	ATA review and comment on Act 537 Special Study	7/23/13	8/16/13	8/16/13
9	Pump Station No. 6 upgrade design & calculations	7/15/13	9/30/13	10/11/13
10	Pump Station No. 1 upgrade design & calculations	7/15/13	9/30/13	10/11/13
11	Address draft Act 537 review comments, ATA and Athens Township advertise Act 537 Special Study for public comment	7/23/13	10/31/13	8/26/13
12	BCCD E&S Plan & NPDES permit application preparation & submission	8/19/13	9/30/13	10/25/13
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Secretary Huckabee stated majority of the easements have been obtained. We need Williams, Wal-Mart, Cole and Ellsbury. Cole's will be signed; we just need to add an additional hold harmless statement in it.

## LEGAL

The sewer rates were discussed again and also the new billing program. The billing company felt our rates of allowing month and quarterly payments were making it difficult. After discussion, motion was made by Depew, seconded by Murland to set the monthly sewer fee at \$44 a month per EDU and commercial will be \$44 for every 5,400 gallons of water used per month. Motion was unanimous. We will place article in paper regarding the billing and rates. The rates are a \$2 increase per quarter.

The transfer of capacity between Sayre Borough and Athens Township was reviewed. It will cost \$38,671.18 to have 5% more capacity, which is 5% of the bond payments paid on the VJSA bond that Sayre paid. Motion by Depew, seconded by Musto to approve the agreement and pay Sayre Borough \$38,671.18 for the 5% capacity transfer. Motion was unanimous. Attorney Smith will forward agreement with a correction of the name Athens Borough to ATA for signature and then forward to Sayre Borough.

A letter was received from Mr. Venkatesh's attorney, Joe Landy. He spoke to Attorney Smith and Smith told him to look at the definition of ATA's and it is considered an EDU, and as such, must pay the fees.

Attorney Smith wrote the amendment for the by-laws of ATA and also wrote the Township's resolution that needs adopted to further the years from 50 years to 80 years. Motion by Musto, seconded by Depew to approve the by-law change. Motion was unanimous.

There has been no status update from Attorney McDough about Sweetland Engineering.

No further business, meeting adjourned at 6:35 p.m.

Respectfully submitted,  
Valorie L. Huckabee  
Secretary