

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MINUTES
May 2, 2023

The work session was called to order by Chairman William Weimer at 6:00pm in the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

William Weimer, Lynn Kelly, Alma I. Ruiz-Smith, Cara Rogan and Clare Colgan

Board Members absent:

None

Staff present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary Meredith Thompson, Business Manager, and Tomas Keane, Director of Codes and Zoning

Staff absent:

None

1. US Water- Discussion on RFP

Chris Martin, Project Manager with US Water was in attendance along with Ken Jones, Senior Vice President, and Frank DeOrio, Senior Technical Director to discuss the RFP that was provided expressing their interest in becoming the contracted Wastewater Treatment Plant Operator. They provided an overview of their company and discussed their background as well as that of the members on their team who would be a part of the group that would be working in the Coolbaugh Township WWTP if they are awarded the contract. They are an American and employee owned and operated company which has more than 700 employees across the country. US Water provides a range of O&M Services, asset management, financial management & transition services, customer billing, engineering and consulting and utility due diligence and trouble shooting. They discussed their values and mission as well as the services that they would provide to the township. They stated that they have experience with the GE Zee Weed submerged membrane system which is the system that is operating in the township WWTP. They reviewed their focus on housekeeping and provided some pictures of the current situation in the WWTP that would require immediate housekeeping attention. Mr. Jones stated that he does surprise inspections of the plant that the operators will not be made aware of, stating that he would make the township representative aware in case they wanted to take part in the inspection with him. Mr. Martin discussed the PCM system that they work with which provides system to monitor and report treatment data, SDS tracker which provides reliable and accurate safety data sheets and the Predictive Index which is an advanced screening tool which they use to hire effective staff that fit their core values. These systems provide online ability for tracking, maintenance, and remote diagnostics of any system issues. They stated that the proposal would include a licensed and trained operator at the site Monday through Friday, 8 hours per day and then they would add an additional operator for weekends. They would have a 24/7 call out for emergencies and provide remote project/technical team. Each representative in attendance stated that they are available via cell phone 24/7 as it is the nature of the business.

- **Discussion:** Ms. Ruiz-Smith asked if they have done their homework on the township and know the current cost for operations and maintenance at the WWTP. They stated that they have an idea of the cost of plant operations stating that they are not the cheapest company by any means, but that they provide a professional service with experienced and highly trained professionals. Ms. Kelly asked if they were aware that one tank was replaced due to a weak spot and the other tank is going to be replaced. Mr. Weimer stated that we are currently operating at 52,000 gpd and have the infrastructure to operate at 104,000 gpd. He asked how long it would take for their company to provide the township with valuable information to be used for decision making. C. Jones stated that they would be able to input current and any historic information into the system and provide designated township officials with a login for the system to be able to access this

information. He stated that they would bring a maintenance man in to walk the plant and determine what repairs would be required. Mr. Jones stated that he is aware that the township may not want to enter into an annual and multiyear contract at this time, stating that he is confident that the township will be satisfied with the service that they provide and he would have no issue with a termination clause that for any reason should the township want to terminate service with US Water they could with 90 days' notice. He stated that anything that is purchased on behalf of the township would be owned by the township if service was terminated. Ms. Kelly stated that we have a small WWTP which is stream discharged and asked if it is possible to transition it to a UV system instead of a chlorine treatment process, being advised that the system that is in place is already a UV system. Ms. Colgan asked if the WWTP would always be in inspection condition, being advised that it would be. J. Miller asked if an estimated repair cost was provided to bring the system up to speed, being advised that is part of the inspection and assessment that would be provided if/when they would be brought on as the operator, Mr. Miller stated that may be something that should be considered. M. Peterson asked if they are members of the DPP being advised that they are. Mr. Weimer thanked the representatives for their presentation.

2. Public Input

Nothing was heard.

Work Session ended at 6:53pm.