

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

July 27, 2015

The Northeastern York County Sewer Authority met on July 27, beginning at 7:00 PM in the Authority meeting room at 200 North Main Street in Mt. Wolf.

Authority members in attendance were:

**Mt. Wolf Borough**

Patti Fisher

**Manchester Borough**

Clair Good  
Gene Snell, Jr.

**East Manchester Township**

Joel Klinedinst

**Engineer**

Chris Toms

**Solicitor**

Stacey MacNeal

**Plant Superintendent**

Tom Prowell

**Recording Secretary**

Pat Poet

**Special Projects Coordinator**

Tom Beakler

Visitors present were Gordon Walker, David Twaddell, Rachel Kling, Todd Kline, Christian Jordan, Chase Billet and Peter Nestlerode.

**Minutes**

A Good/Klinedinst motion was made to approve the minutes from the June 22, 2015, meeting. Motion passed unanimously.

**Visitors/Correspondence**

Gordon Walker/David Twaddell – Gordon Walker explained the changed structure of the refinancing that Del Val required, which ends in the same result as the first structure, with the exception of the savings coming a bit later. He hopes the financing will close on September 31, which will be after the required 9/1 principal payment. Gordon noted this refinancing will have a five year call feature and several options will be available at that time. The principal payment for the new loan will be in March.

July 27, 2015

Page 2

There will be a need for a special meeting in August. The 13<sup>th</sup> was discussed as a possible date previously; the date of Wednesday, August 12<sup>th</sup> was decided upon, beginning at 7 PM. Pat will advertise the meeting. She will also e-mail George Miller and John Nace with that date.

Chris Toms and Gordon are working on the self-liquidating debt report. Chris is targeting January for the new project to be awarded, which will be for the grit screening and UV system. Next fall the permitting should begin to start the effluent line demo. The total for the projects is estimated to be 1.8 million dollars.

Chris went through some estimates of quarterly increases that may be necessary over the next few years.

### **Operations Report**

New Employee – Tom Prowell introduced the new maintenance employee, Chase Billet.

Espresso Way Overflow – Tom reported on an overflow of a manhole at GEA. It was discovered that the entire line was stuffed with commercial grade paper towels. The street was cleaned up and washed down and DEP was informed of the event and Tom had to follow-up to them with a letter. Tom also said GEA was going to have a discussion with their employees to prevent this from occurring again.

Saginaw Inspection – The Saginaw plant was inspected by DEP and there was nothing out of line during the inspection.

Repairs – The shaft broke on the mower at the farm and had to be repaired. At the Mt. Wolf plant, a pump had to be replaced along with two air compressors.

Flow-Proportional Sampling – DEP has required the sampler take flow-proportional samples. The location of the samplers had to be changed and a remote system was installed. All are up and running properly.

Farm House – The farm house has been painted by the work-release prisoners. The only cost was for the paint.

Hauling – Tom noted hauling is continuing at the farm.

Budget – Tom suggested the 2016 budget meeting be held earlier this year because of all of the planned projects. The budget date will be set during next month's meeting.

Chestnut Valley Pump Station Easement Issues – Tom explained an issue with one of the lots next to the Chestnut Valley Pump Station. A new home was built there and the owner of the home said he was not aware of any easements on his property. Attorney MacNeal and Tom both visited the property and CS Davidson staked out the Authority's easement. Pictures of the site were provided. The home owner is parking their trailer on the turnaround driveway and also plans to erect a fence within the next year or so.

Attorney MacNeal will draft a letter of agreement to send to the homeowner. She will need a drawing of the location of the proposed fence and landscaping. Discussions were held regarding potential problems with snow plowing if the trailer is parked on the driveway.

July 27, 2015

Page 3

Farm Trees – June Fink contacted Joel Klinedinst and asked if she could cut some limbs down at N. George Street and Locust Lane so she can see when she pulls out of her driveway. Tom is going to send a few employees there to cut them back.

### **Special Projects Report**

This is Tom Beakler's final special projects report. Tomorrow is his last day of employment.

Leg-Up Farm Auto Renewal Lease Agreement – Attorney MacNeal drew up an agreement between the Authority and Leg-Up Farm to add an automatic annual lease renewal to the land swap agreement.

### **Authority Administration**

New Employee – Pat introduced Rachel Kling as the Authority's new office employee.

Water Shut-offs – Pat and Rachel have sent out over 60 ten day water shut off notices. The three-day and the 48 hr. notices will be posted if the property owner does not pay. The water shut off date is August 5<sup>th</sup>.

### **Solicitor's Report**

Executive Session – Attorney MacNeal requested an Executive Session at the end of the regular meeting to discuss potential litigation and Gene Snell also requested to discuss a personnel matter during that Executive Session.

Variable Rate – Attorney MacNeal reported the variable rate is currently 0.97%.

Rules and Regulations – A meeting was held with Attorney MacNeal, Tom Prowell and Pat regarding collection policy changes and other items that need updated in the current Rules and Regulations.

Job Descriptions – All job descriptions are going to be updated and will be presented to the Board for approval.

Leg Up Farm Mutual Agreement – After discussion, a Klinedinst/Fisher motion was made to approve to add an automatic annual renewal to the original agreement for the land swap of a few acres between the new Able facility of Leg Up Farm and Sinking Springs Farm. Motion passed unanimously. The land the Authority is using from the land swap will be farmed and the land the Authority is swapping to Leg Up Farm will be used for their program.

### **Engineer's Report**

UV Systems/Screening Units – Chris Toms reported he and Tom will be visiting a site that uses a Lakeside screening/grit removal unit and Glasco non-contact UV system, to help determine if these units would work well at the Mt. Wolf plant.

July 27, 2015

Page 4

North York Development Warehouse – The sewer connections at both Gea and Bartlett Drives have been completed and the testing of the grinder pump force main at Bartlett Drive was successful.

Orchard Business Park – The contractor is getting ready to bore the sewer line across Canal Road.

Wellspan – Chris noted Wellspan will be televising their sewer lines and are getting prepared to request the lines be dedicated to the Authority.

### **Treasurer's Report**

Invoices – A Klinedinst/Good motion was made to approve the invoices as submitted. Motion passed unanimously.

Requisition 2015-4 – A Klinedinst/Good motion was made to approve requisition 2015-4 totaling \$3,974.00 to Whel-Tech, Inc. for two pump station dialers. Motion passed unanimously.

### **Miscellaneous**

Tom Beakler's Retirement – Board members and others thanked and congratulated Tom for his service to the Authority for the past 43 years and for Betsy Beakler's ten years. Tom also expressed his gratitude to the Authority and noted he enjoyed his many years working for them.

### **Executive Session – 8:37 PM**

### **Executive Session Ended – 9:02 PM**

### **Adjourn**

At 9:02 PM a Klinedinst/Fisher motion was made to adjourn. Motion passed unanimously.

**SPECIAL FINANCIAL MEETING - Wednesday, August 12, 2015 - 200 North Main Street**  
**NEXT REGULAR MEETING - Monday, August 28, 2015 - 7:00 PM - 200 North Main Street**

