

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

May 21, 2018

The Northeastern York County Sewer Authority met on Monday, May 21, 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
George Miller - Absent

Manchester Borough

Clair Good
Gene Snell, Jr.

East Manchester Township

John Nace
Joel Klinedinst

Engineer

Christopher Toms

Solicitor

Stacey MacNeal

Plant Superintendent

Tom Prowell

Recording Secretary

Pat Poet

No Visitors.

Minutes

A Fisher/Klinedinst motion was made to approve the minutes from the April 23, 2018, meeting as presented. Motion passed unanimously.

Correspondence/Visitors

None.

Operations Report

Biosolids Hauling – Tom Prowell reported the biosolids injecting at the farm is finished for now until late June or early July.

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Aggator Problems – There have been several problems with the aggator. It will be brought back to the plant to go over and have necessary repairs and maintenance completed.

Timber Operation – Tom shared that the timber operation at the farm is finally completed except for payment for a few loads of pine trees. This payment will come from the consultant. The equipment has been removed from the property. Tom has begun cleaning up the area with a rented piece of equipment and will wait until next year to do additional cleanup. The trees along Sinking Springs Lane are now removed.

Fenwick Drive Backup – Personnel were called out one evening for a backup on Fenwick Drive. They cleaned out grease and debris that was collecting in the main line. It was discovered that the property owner did not have a backflow preventer installed on their subsurface facilities.

Authority Operations/Administration

Audit – Pat noted the auditors performed the audit two weeks ago. When the audit is completed, it will be forwarded to the Authority.

New Billing Software – Joel asked if there was any update on when the software company will hold another webinar. Pat has made contact with them; however, nothing has been scheduled yet.

Solicitor's Report

OT Pay – After discussion of overtime pay on a holiday, the Authority requested Attorney MacNeal to reword the section of the Employee Handbook addressing this issue.

Right-to-Know Request – Attorney MacNeal has been responding to e-mails from a R-T-K requestor regarding the purchase of equipment for the upcoming project. She and Chris Toms are gathering additional information to forward to the requestor.

Bylaws – Attorney MacNeal reviewed a few updates and changes to the Authority's Bylaws that needed to be made to keep them current. She presented a Resolution which states the proposed amendment to the Bylaws have been presented twice and adopts those amendments to the Bylaws. A Klinedinst/Nace motion was made to adopt Resolution 2018-5, which approves the updates to the Authority's Bylaws. Motion passed unanimously.

Attorney MacNeal stated she would like to have an Executive Session at the end of this meeting to discuss potential litigation.

Engineer's Report

Project Bids – Engineer Chris Toms noted the project was advertised for bids on April 19th and an addendum was added that changes the bid opening date from May 18th to June 8th. Chris suggested the Authority hold a special meeting on June 11th to award the bids. It was decided that the June 11th meeting will be held at 9 AM.

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Orchard Business Park – Chris informed the Authority the sewer lines are being constructed on lot #9A and CSD is inspecting the work. Lot #6 will be used for a parking lot.

Zions View Road Warehouse – Originally twenty-one EDU's were requested for this warehouse; however now an additional five EDU's have been requested. A capacity approval letter has been sent.

480 Canal Road – Joel reported that this property has been purchased by East Manchester Township and the home will be taken down.

462 York Street – This property had a bad fire last year and it is uninhabitable. Joel said this property was discussed at the Township meeting and the Township will most likely be tearing this home down. Joel said he relayed to the Township that if that happens, the sewer line will need capped off and if a home is built there in the future, a new tapping fee will need to be paid.

Security – Chris noted for lot #3 in Orchard Business Park, their security is up in July. Tom said Chase is close to completing the televising of the sewer lines for this lot.

Mar Ben Development – It appears there is some activity going on with this plan on Board Road. Chris was asked to update the security requirement, require payment of delinquent engineering fees and together with Attorney MacNeal, draft a letter to send to the Township noting what the Authority is requiring in order for this plan to get underway again.

Treasurer's Report

Invoices – A Fisher/Klinedinst motion was made to approve all invoices as presented. Motion passed unanimously.

Requisition – A Good/Nace motion was made to approve payment of the following requisition: #2018-8 to CS Davidson, Inc. for engineering fees totaling \$16,508.84. Motion passed unanimously.

Executive Session

At 7:47 PM, Chairman Snell called an Executive Session to discuss potential litigation.

At 7:53 PM Chairman Snell called the regular meeting back in session.

Adjourn

At 7:54 PM a Klinedinst/Nace motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, June 25 - 7:00 PM - 200 North Main Street

