Northeastern York County Sewer Authority
July 27, 2026

The Northeastern York County Sewer Authority met on Monday, July 27, beginning at 6:00 PM at 200 North Main Street in Mt. Wolf.

Authority members and others in attendance were:

Mt. Wolf Borough	**Manchester Borough**	**East Manchester Township**
Patti Fisher	Judy Hilliard	Will Blanchetti
Anya Barlett	Dale Benedick	Jim Culbert

Members Absent: None

Engineer: Chris Toms, CS Davidson, Inc.

Solicitor: Kathryn Silcox attended in Peter Ruth's absence.

Office Manager & Recording Secretary: Desiree Boorujy

Plant Superintendent: Drew Dubbs

Visitors/Employees: Patrick Rieder, Esq. (Starview MHP); Tupper Sverduk (Poeduk), and employees Patrick Hilbert, Marshall Busser, Keith Sweitzer, Tessa Starkes.

Pledge to the Flag

Patti Fisher introduced Jim Culbert and welcomed him as the newest member of the Board, representing East Manchester Township. Thank you, Jim for serving our community.

Agenda
A Barlett/Benedick motion was made to approve the agenda with the following change: Update 5A of the Soliticitor's Report to state "Motion to approve Resolution 2026-2 to amend Rules & Regulations". The motion passed unanimously.

Minutes
A Barlett/Benedick motion was made to approve the minutes from the regular meeting held on June 22, 2026. The motion passed unanimously.

Visitors – Tupper Sverduk from Poeduk attended to answer any questions board members may have regarding his project plans.

Correspondence – None.

Operations/Administration Report

Drew highlighted items on his report. Comcast internet has been installed at the Saginaw plant, which will allow the upgrades to resume. We continue to have issues with the compressor and have been performing temporary repairs while we waited for internet to be installed and the parts to arrive.

There have been some issues with rags clogging the Orchard Park pump station, so staff will need to monitor the station more closely to prevent issues and determine where the rags are discharging from.

At Wago Road pump station there were electrical issues leading to double run times. Staff is considering some options to avoid these issues in the future. When the options have been narrowed down, they'll be discussed at a future meeting.

Municibid Sales: Two generators and a Terra Gator were sold on Municibid, for a combined total of $22,000. These funds will be transferred to BRIF.

Board Member Positions: **A Fisher/Blanchetti motion was made to appoint Anya Barlett to the Vice Chairperson position. The motion passed unanimously. A Fisher/Blanchetti motion was then made to erroneously appoint Jim to "Assistant Secretary" which should have been "Assistant Treasurer". The motion passed unanimously.**

Financial Audit: **A Hilliard/Barlett motion was made to accept the 2025 Financial Audit. The motion passed unanimously.**

Bank Change: Desiree presented information from Members 1st Federal Credit Union. After discussing the option, **a Barlett/Hilliard motion was made to close the Authority's account with Truist and transfer funds to a checking and money market account with Members 1st Federal Credit Union.** Desiree will reach out to them to begin the transition, which may include a check scanner in the office to deposit payments received. If the scanner doesn't function as well as staff hopes, it can be returned and staff will resume with taking deposits to the local branch.

Area 2 Contracts: Options to handle the contracts with property owners affected by Area 2 Expansion project were discussed. The subject will be on the August agenda for further discussion and possible decision.

Sheetz LOC: Sheetz has sent a letter requesting that the Authority release the open Letter of Credit. All of the improvements have been completed and inspections passed, Chris Toms recommended a motion to release the LOC. **A Barlett/Benedick motion was made to release the Letter of Credit to Sheetz. The motion passed unanimously.**

Solicitor's Report

Attorney Silcox presented items on behalf of Peter Ruth.

Kinsley Reservation Agreement – Attorney Ruth prepared a reservation agreement for Kinsley's Orchard Business Park, Lots 2 and 4. Kinsley would like to reserve 10 EDUs between

these two lots, which are currently vacant. Per the Authority's Rules & Regulations, Kinsley will pay 60% of the quarterly flat rate to maintain the reservation. **A Barlett/Benedick motion was made to approve the Orchard Business Park Reservation Agreement. The motion passed unanimously.**

Grease Traps – A drafted amendment to the Rules & Regulations was presented. The change would allow the Authority to surcharge customers who are not compliant with the requirements to have grease traps and oil separators emptied and cleaned at least annually. The Authority would also have the right to require cleanings more frequently as needed. **A Culbert/Barlett motion was made to approve Resolution 2026-2 to amend the Rules and Regulations to include these changes. The motion passed unanimously.**

Engineer's Report

Chris Toms provided an update on current projects.

The following Contract Change Orders for the 2025 Sanitary Sewer Repairs were presented for approval:

No. 2 is for paving of Route 24 paving. Increase of $17,200.
No. 3 is for 6th Street unsuitable bearing – removal and replacement of trench material. Increase of $8628.00
No. 4 is for S 6th Street – frame and cover replacement. Increase of $2000.00
No. 5 is for Board Rd. – additional hours of digging and hammering trench rock. Increase $6946.93.
No. 6 is for Board Rd. – remove blacktop and raise frame to cover proper grade. Increase of $1500.00.

A Barlett/Hilliard motion was made to approve all change orders. The motion carried.

Poeduk Bays Plan review – CS Davidson reviewed Poeduk's plans for 5 Center Street. The effluent information that was proposed for the aqua cremation facility shows that it would far exceed the Authority's limits. Comments were provided that Poeduk will likely need to install a pre-treatment system in order to discharge to the sewer system. Poeduk has decided that the effluent for the aqua cremation process will instead utilize a storage tank and will be hauled away. For now, they are proposing only to install a new connection to the public sewer system for two toilets, which will have minimal flow. Poeduk will need to submit their planning module with the exemption. **A Barlett/Culbert motion was made to conditionally approve Poeduk's revised plan for just the connection of two toilets upon review by CS Davidson. The motion carried.**

Treasurer's Report

Payment of Invoices – **A Barlett/Benedick motion was made to approve the invoices as presented. The motion passed unanimously.**

Requisitions

A Benedick/Kohr motion was made to approve the following Requisitions:

2026-26 – to DOLI Construction for AFP No. 3 for Musser Run Pump Station
2026-27 – to WYElectric for AFP No. 2 for Musser Run Pump Station
2026-28 – to Farhat Excavating for AFP No. 2 (Final) for Clarifier Demo
2026-29 – to Farhat Excavating for AFP No. 2 for 2025 Sanitary Sewer Repairs
2026-30 – to Riordan Materials for an invoice for the blower system for Mt. Wolf plant
2026-31 – to CS Davidson for various invoices

The motion passed unanimously.

Adjournment - With nothing further to discuss, Ms. Fisher declared the meeting adjourned at 7:18pm.