

# **Northeastern York County Sewer Authority**

## **October 27, 2025**

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

Authority members and others in attendance were:

**Mt. Wolf Borough**

Patti Fisher  
Anya Barlett

**Manchester Borough**

Judy Hilliard  
Dale Benedick

**East Manchester Township**

Tyler Kramlick  
Dave Naylor

**Members Absent:** None.

**Engineer:** Chris Toms, CS Davidson, Inc.

**Solicitor:** Peter Ruth, Saxton & Stump

**Office Manager/Recording Secretary:** Desiree Boorujy

**Plant Superintendent:** Drew Dubbs

**Visitors/Employees:** Patrick Rieder, Esq. (Starview MHP); Carl Dallmeyer (York Bakers Farm); Brian Geller (Northeastern School District); Judy Vance (Manchester Borough); Tessa Starkes, Keith Sweitzer & Patrick Hilbert (employees).

At 6:00pm Chairperson Patti Fisher, opened the meeting with the Pledge to the Flag.

**Agenda**

**A Kramlick/Benedick motion was made to approve the agenda as presented. The motion passed unanimously.**

**Minutes**

**A Naylor/Hilliard motion was made to approve the minutes from the regular meeting held on September 22, 2025. The motion passed unanimously. A Kramlick/Benedick motion was made to approve the minutes from the Special Meeting held on October 20, 2025. The motion passed unanimously.**

**Visitors** – Brian Geller attended the meeting to represent Northeastern School District to thank the Board for their consideration to allow the district to reallocate EDUs from buildings that have an abundance of EDUs to buildings in need as a one-time transaction. He showed appreciation to the Board members and Authority staff throughout the process.

**Correspondence** – None.

## Operations/Maintenance Report

Drew provided a report to the Board members detailing the goings on for the last month.

## Administration Report

Cooper Street Property – The water service for a property on Cooper Street was turned off in 2022 due to non-payment of sewer fees. No payments have been made toward the delinquent balance. It was recently discovered that there are people still residing there without water service. Authority staff has been working with Manchester Borough staff to deem the property uninhabitable.

Website Upgrade – Guidelines have been released for government websites to work toward ADA compliance. The due dates for compliance depend on the size of the government entity. This Authority must comply with the guidelines by mid-2027. The Board wants to ensure compliance and prefers the expense of the upgrade to be paid in 2025, rather than 2026. **A Barlett/Hilliard motion was made to approve the quote from CourseVector in the amount of \$5,137.50 to upgrade the website for ADA compliance in 2025.**

2026 Budget – No action taken this evening.

## Solicitor's Report

Resolution 2025-6 – This Resolution amends the Rules & Regulations to permit an Institutional user to reallocate EDUs among multiple properties owned by the same institutional user no more than one time every five years. **A Nayler/Kramlick motion was made to approve Resolution 2025-6 and the motion was approved unanimously.**

Resolution 2025-7 – An amendment to the Employee Handbook regarding reimbursement for training, permits, and testing for employees to obtain their CDL was discussed. A draft contract was also provided for review, generally stating that the employee would be obligated to repay the Authority for all costs associated with getting their CDL if they leave within a year after passing. The employee would need to sign it prior to taking tests or training for his CDL. **A Kramlick/Barlett motion was made to approve Resolution 2025-7 and the contract between employee and Authority. The motion passed unanimously.**

Resolution 2025-8 – Chris Toms and his team did their due diligence to review the lowest bidder's qualifications to perform the clarifier demolition. Unfortunately, it was decided that this bidder is not qualified to do work in Pennsylvania. Resolution 2025-8 rejects the apparent low bidder for failure to be registered to do business in the Commonwealth of Pennsylvania and instead award to the responsible low bidder. **A Kramlick/Benedick motion was made to approve Resolution 2025-8, and the motion passed unanimously.**

## **Engineer's Report**

**A Kramlick/Benedick motion was made to approve Change Order No. 4 for the North George Street pump station upgrade. The motion carried.**

After reviewing the bid tabulation, a **Hilliard/Barlett motion was made to approve the lowest bidder for 2025 Sanitary Sewer Repairs. The motion passed unanimously.**

## **Treasurer's Report**

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

**Requisitions – The following requisitions were presented for approval this evening:**

A Kramlick/Benedick motion was made to approve Requisition 2025-32 to DOLI Construction Corporation in the amount of \$12,525.50 for AFP No. 3 – N George St Upgrade Contract No. 1 General Construction. To be paid out of the Construction loan. The motion passed anonymously.

A Benedick/Kramlick motion was made to approve Requisition 2025-33 to CS Davidsion for payment of several invoices totaling \$47,433.13 to be paid out of the Construction loan. The motion passed unanimously.

A Kramlick/Benedick motion was made to approve Requisition 2025-34 to WYElectric for AFP No. 3 for the North George Street pump station upgrade Contract No. 2 Electrical Construction in the amount of \$2,057.00. The motion passed unanimously.

An executive session was held from 6:35pm to 7:40pm to discuss litigation and personnel matters.

**Adjournment - With nothing further to discuss, a Kramlick/Benedick motion was made to adjourn the meeting at 7:40 PM. The motion passed unanimously.**

**NEXT REGULAR MEETING – Monday, November 17 at 6:00 pm.**