

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

MAY 22, 2023

The Northeastern York County Sewer Authority met on Monday, May 22, beginning at 7:00 PM in the administration building at 200 North Main Street in Mt. Wolf.

Authority members in attendance were:

Mt. Wolf Borough

Patti Fisher
Anya Barlett

Manchester Borough

Dale Benedick
Judy Hilliard

East Manchester Township

John Nace
Tyler Kramlick

Engineers

Chris Toms
Colin Cash

Solicitor

Attorney Peter Ruth

Operations Manager/Recording Secretary

Pat Poet

Visitors/Employees

Carl Dallmeyer, Attorney Patrick Rieder and employees Desiree Boorujy and Peter Nestlerode

Agenda

A few changes were made to the agenda: notice of Executive Session to discuss personnel matters planned for the end of the meeting and an action item for approval of the 457(b) Plan Document. A Fisher/Kramlick motion was made to approve the agenda as amended. Motion passed unanimously.

Minutes

A Kramlick/Barlett motion was made to approve the minutes from April 24, 2023. Motion passed unanimously.

Correspondence/Visitors

Steve Gross – Mr. Gross reminded the Board that he offered his assistance when preparing for the next lease when the current one ends. He noted he will not be bidding on the farm lease.

May 22, 2023

Page 2

Operations Report

The operations report was reviewed.

457(b) Revised Plan Document – Jim Jesikiewicz from Pension Plan Consultants emailed Pat a revised 457(b) Plan Document, which all Board members had received. After discussion, a Kramlick/Barlett motion was made to adopt the revised 457(b) Plan Document. Motion passed unanimously.

Destruction of Files – A record will be kept of all files that are destroyed as outlined in the PA Municipal Records Manual, which provides information on the number of years certain documents need to be kept as well as what documents are required to be kept permanently. Pat noted that the UPS Store shreds documents at a per pound cost. Tyler suggested contacting a shredding company with a truck that would come to our facility to shred on site. Pat will provide additional information on shredding at the June meeting.

New Dodge Truck – Pat reported on a problem with the fuel hose on the truck. After taking it to Stetler's, Dodge would not cover the repair because they said it was caused by the company that installed the service body. After going back and forth, including getting someone to take the truck to Intercon (a two hour drive), Intercon determined there was nothing wrong with it. Peter will keep an eye on it in the event the problem occurs again.

Flusher Truck – There are many issues with the 1998 flusher truck. A few employees feel there are safety issues with the truck. Peter explained that while it does work, he feels that it cannot be used on a regular basis because of its condition. Its pump is not replaceable. After discussion Peter was told to obtain prices on repairing all of the problems with the truck and report on what those costs would be at the next meeting.

Copier – There have been issues with the current twelve-year old copier as reported last month. Doceo provided prices on four different copiers. Two of the prices they provided were for color copiers that could be used to print the quarterly bills more efficiently than how they are printed now. Each new copier comes with a one-year warranty. A Kramlick/Hilliard motion was made to purchase the Toshiba 3225ac color copier. Motion passed unanimously.

Maintenance Report – Pete provided his monthly report to the Board and explained the problems that have been or currently are going on at various locations including at both plants and several pump stations. He reported staff are making small repairs to buildings. Rights of Way are being mowed, which is normally done on a yearly basis along with locating and marking manholes after the mowing. The North George Street station's generator is running continuously. Premium Power came out to look at the station, but so far cannot find the exact cause of the problem. It is time for one half of the UV lights to be rotated and the remaining half replaced at the Mt. Wolf plant. Eighty bulbs need replaced annually.

Truck Crane – Pete explained that the crane on the back of the truck needs replaced. In order to approve the purchase of the crane, a Kramlick/Barlett motion was made to amend the agenda to add an action item for the purchase of a crane. Motion passed unanimously. A Barlett/Nace motion was made to authorize the purchase of a truck crane from Intercon. Motion passed unanimously.

May 22, 2023

Page 3

Sinking Springs Farm – A property owner along the Susquehanna Trail who owns land that abuts one of the Authority's fields contacted the office and told Pat that our employees continue to move the rebar markers into her yard and she is going to pull them all out and get rid of them. Pete noticed all of the Authority's No Trespassing signs have been removed around the field. Pete added that he believes the driveway to her house is an Authority easement for access to a field next to her property. Attorney Ruth will verify the easement and include that information in a letter he will send out to her regarding the property markers and signs.

Musser Pump Station – The brush needs mowed at this station. Pete explained that the Township tried to mow the brush a few years ago but was run off the property by the homeowner. Attorney Ruth will contact the property owner to work out an amicable solution to this problem.

Long Road Connection – Desiree reported the home at 385 Long Road is now connected.

Locust Street Property – A home on Locust Street in Saginaw had the highest delinquent balance in the Authority's system, owing nearly \$9,000. Desiree contacted the mortgage holder of the property and they sent a check for the entire balance.

Vents and Cleanout Caps – Attorney Ruth reviewed the Rules and Regulations and feels that the "up to \$1,000 penalty" clause would also apply to the replacing of vents and cleanout caps. Desiree will send an additional letter to property owners who have not responded to the multiple letters she has already sent out requesting them to replace their vents and/or cleanout caps, which can be purchased at the Authority office.

Solicitor's Report

The majority of subjects Attorney Ruth was going to report on have already been discussed.

Envirotrac – There has been no response from Envirotrac.

Talen Energy – Attorney Ruth has begun the conversation with two representatives from Talen Energy regarding the outfall line.

North Sherman Street Pump Station Property – The deed has been recorded.

Engineer's Report

Contracted Projects

Rogele – All paving has been completed. Chris will contact Shane from the Township to have him inspect the work to be certain it has met their criteria. Rogelle's Change Order, #6 totaling (\$46,136.00) was presented along with their final Application for Payment #3 totaling \$60,615.08. The payment will be held until verification by Shane and Rogele's submission of final paperwork.

May 22, 2023

Page 4

Second Street Pump Station – Colin reported the generator has been installed, training conducted and the final walk through was May 11th. There were a few punch list items to complete. The no cost Change Order #2 request is for a twenty-three days contract extension caused by the continual delivery delay of the generator.

A Nace/Fisher motion was made to approve Change Order #2 that extends WYElectric's contract by 23 days. Motion passed unanimously.

Final Application for Payment – The total amount for this AFP from WYElectric is \$17,514.00 and will be voted on at the end of the meeting to be paid by requisition.

General Operations

Effluent Line Abandonment Grant – The \$160,000 grant agreement has been signed and the Authority will be receiving the final copy in the near future. Chris noted the grant agreement is for three years. A meeting should be scheduled with Talen to discuss the most efficient way to fill the effluent line. One option to consider would be for the work to be completed using Talen contractors.

North George Street Pump Station – Chris suggested simply continuing to manually shut-down the existing generator, when necessary, versus spending any money on the issue. The anticipated grant award decisions in July, 2023 may include the award of monies for the reconstruction of this pumping station – to include a new diesel generator, which would entirely replace the existing (natural gas) generator.

Corrective Action Plans

Saginaw Hydraulic – Nearly all home inspections for sump pumps and laterals have been completed in the Saginaw drainage area. The monitoring of recent rainfall and pump flow data shows successful I&I correction within the Authority's system.

Poplar Lane Pump Station – Chris said it appears that the repair of the line in Poplar Estates has all but eliminated the I&I there. The monitoring of this station during heavy rains looked good.

Sampling – Sampling and meetings with industrial customers continue. A meeting will be set up with Kinsley regarding their Southwire building in Orchard Business Park to discuss the high organic test results. It is hoped they will be able to determine which entity is causing the problem.

Sampling Manholes – All new industrial customers are now required to install a sampling manhole. Polyvisions, Georgia Pacific and Naylor's Candies do not have one. Chris suggested staff sample upstream and downstream from these businesses to determine if they have high organic loadings. The Authority should consider requiring these existing businesses to install a sampling manhole.

Area 2 Sewer Extension

Area 2 Drive Through – Chris reported he will drive the Area 2 project with Shane from the Township.

Meeting – Colin met with Pete and Drew to review the developing bidding plans and specification on May 11th.

Fill Site – The fill site application was submitted on May 4th.

May 22, 2023

Page 5

Possible Revisions – There is a design change for the Area 2 lines near Manchester Street that are being considered. Letters have been sent to those residents to determine if the changes would affect their sewer line connections.

Providing Information to Residents – Options to consider regarding sharing public information on Area 2 would be a newsletter, website update, public meeting or open house. Chris suggested the option of holding an open house at the administration building where people could stop in to view the plans and have their questions answered. He will give Pat suggestions on updated wording to post on the website.

Active Development Plans

Emerson Flats – The only activity going on presently is the installation of sewer lines at Emerson Flats in Mount Wolf Borough. The installation of sewer lines is very slow because of rock at the site.

Treasurer's Report

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

Requisitions

A Fisher/Kramlick motion was made to approve Requisition #2023-11 for WYElectric LLC's application for payment #3 totaling \$17,514.00 for the Second Street generator installation. Motion passed unanimously.

A Barlett/Kramlick motion was made to approve Requisition #2023-12 for payment to CS Davidson, Inc. for engineering completed for the Area 2 project, 2nd Street generator, 2022 sewer maintenance and the Sherman Street pump station totaling \$68,820.41. Motion passed unanimously.

8:25PM - Executive Session to Discuss Personnel Matters

9:03 PM – Executive Session Ended – Regular Meeting Called Back Into Session

Adjourn

At 9:07 PM a Kramlick/Barlett motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING – Monday, June 26, 2023

