

# NORTHEASTERN YORK COUNTY SEWER AUTHORITY

JUNE 26, 2023

The Northeastern York County Sewer Authority met on Monday, June 26, 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, Travis Arentz, Rebecca Leader from Roth Real Estate, employees Desiree Boorujy and Peter Nestlerode

## **Agenda**

A few changes were made to the agenda: notice of Executive Session to discuss personnel and legal matters added to the end of the meeting and add "action" to "PLGIT" item B. A Kramlick/Benedick motion was made to approve the agenda as amended. Motion passed unanimously.

## **Minutes**

A Kramlick/Fisher motion was made to approve the minutes from May 22, 2023. Motion passed unanimously.

## **Correspondence/Visitors**

Travis Arentz – Mr. Arentz owns a property at 84 North 5<sup>th</sup> Street. On March 28th and April 13th he had the lateral cleared. One contractor could not get it cleaned out and recommended he replace the lateral. Tree roots could be seen at two different points in Roto-Rooter's video.

The line is cast iron out to the where it transitions to terracotta pipe. The line is approximately 8.2 feet deep. He explained there is an offset which is causing the pipe to leak. A section of his sidewalk has sunk. He requested the Authority reimburse him for his cost to clean out the line and requested the Authority replace the lateral. Chris Toms will review the video again and make measurements to verify the length of the line. Pete will be able to televise the lateral with the hand-held camera from the cleanout to the street. This subject will be discussed at the next meeting and a determination be made on reimbursement of costs and whether or not the line needs replaced, repaired, or let as is.

Rock Real Estate – Ms. Rebecca Leader, representing Rock Real Estate requested a credit for a water leak at their shopping center 4200 to 4013 North George Street that includes Manchester Cafe, Smoker’s Outlet and an empty unit. The leak was discovered on February 2<sup>nd</sup> of this year and all repairs were made by May 22<sup>nd</sup>. Desiree reported that the number of gallons leaked was 461,000 gallons, as determined by the York Water Company. That number of gallons equals a credit of \$5,993.00. The Board felt additional information is needed before the credit can be approved.

### **Operations Report**

The operations report was reviewed.

PLGIT Account – Pat explained that the \$300,000 deposit into PLGIT for a one-year time period will end July 28<sup>th</sup>. As of last week the interest rate was 5.69%. A Tyler/Fisher motion was made to re-invest the total amount when the funds come due for an additional one-year period. Motion passed unanimously.

Audit – There is a problem with inaccurate reports from our billing software. Diversified Technology is working on the problem but said it will be very difficult to correct. They promised the corrections will be made by Wednesday.

Destruction of Files – After speaking with a few locations regarding shredding records, the Board recommended the documents be trashed because they are public records and are able to be thrown out instead of shredded. Attorney Ruth agreed. The PA Recordkeeping Rules are being followed to determine how many years the records need to be kept.

Power Surge – This past Saturday there was a power surge in the area and many emergency calls were received and responded to by employees.

Maintenance Report – Pete reported on numerous repairs and maintenance that needed to be done to various equipment throughout the month. A few of the items are costly, but necessary to purchase. The DO probes and system at the Mt. Wolf plant need replaced. Pete obtained two quotes, one for \$28,795 from HACH and one from Aeromod for \$21,925. The cost of this purchase can be paid out of the BRIF funds. A Nace/Fisher motion was made to approve the purchase of the probes and caps from Aeromod. Motion passed unanimously. Anya Barlett asked if there is a warranty on these parts. Pete felt it was probably for one year, but he will verify the warranty.

Powered Automatic Gate – A quote was received from Security Fence Company of \$7,010 to convert the gate next to the front building on Chestnut Street to an automatic powered gate. This item was not budgeted for and will be included in the 2024 budget if possible. Pete said personnel could complete the electrical work needed for the installation. He also noted that when Steve and Drew attended the required Plant Security seminar it was

strongly suggested that all gates close automatically behind the driver or persons coming in and out. Pete also said he took that class a few years ago and was given the same information.

Flusher Truck – Pete reported that the flusher truck was dropped off at A & H Equipment for evaluation of repairs needed. The cost of the evaluation is \$900.00. He will report back when the estimate is received. GapVax, Inc. brought a jetter truck to demo to employees. This unit can be pulled by a pickup truck. It was used on two lines on South 8<sup>th</sup> Street and worked very well. This unit holds 750 gallons of water. It does not have a vacuum component. No action will be taken until the repair estimate is received.

Blower Motor – After discussion, a Kramlick/Fisher motion was made to purchase a new blower motor as recommended by Pete. Motion passed unanimously.

Paved Over Manholes – PennDot has been paving over Authority manhole covers in different areas of the system. Chris suggested all locations of these manholes be documented prior to contacting PennDot.

Pickup Truck and Crane – Pete reported the problem with the new pickup truck has disappeared. The crane for this truck that had previously been approved for purchase has been ordered and is on its way.

Record Club of America Lines – Chris brought up the problems with both the line and right of way behind the RCA building on North George Street. The line is privately owned and has not been maintained. Chris said it appears the RCA building is the only connection to this line. As a starting point, information on the owner will be provided to Attorney Ruth and a letter will be sent to the owners.

Inspections – Desiree reported that there have only been a few inspections done this past month. The properties that drain to the Musser Run station is the next area to be inspected. She will be sending letters out to those property owners. The area will be divided into sections because of the large number of properties involved.

Recording of Meetings – Desiree requested she be able to record the Board meetings for the purpose of taking minutes. Attorney Ruth said after the minutes are approved, the recording can be destroyed. The Board did not have any concerns with the request.

### **Solicitor's Report**

Musser Run Easement – Attorney Ruth will follow up with the owners. Pete noted personnel were able to trim the hedges around the station.

Envirotrac Invoice – Envirotrac replaced their check that bounced and noted it was a bank error. They have not paid the invoice for the time spent by staff on this situation.

### **Engineer's Report**

### **Contracted Projects**

Second Street Pump Station - The final Application for Payment has been received for WYElectric, which includes Change Order #3. A Kramlick/Benedick motion was made to approve WYElectric's Change Order #3

decreasing the contract by \$150.00. Motion passed unanimously. Approval of the AFP will be made under the Treasurer's Report.

### **General Operations**

Talen Line Abandonment – On June 5<sup>th</sup>, Chris and Attorney Ruth met with Talen representatives on site. The preparation of contract documents is proceeding. Chris said there is a portion of the line that Talen is requesting not to be filled. Attorney Ruth will be working with Talen to ensure the Vacation of Easement Agreement is finalized. An authorization to bid will not be made until this agreement is received and approved.

### **Corrective Action Plans**

Southwire Building – Chris and Pete met with representatives from Kinsley, Southwire and Bunzl to discuss the test results showing high BOD. It appears that both buildings are used for storage only. It is possible to take samples from inside the building. Pete is setting up a date that he can get inside to take those samples.

Polyvisions – Based upon the visit on June 9<sup>th</sup> by Chris and Pete, they did not feel it was necessary for Polyvisions to install a sampling manhole. They will, however, need to pump down their oil separator annually and submit the manifests to the Authority.

### **Area 2 Sewer Extension**

Stormwater Plans – The Township has not yet responded to the stormwater plans.

Fill Site Permit Application – This application was submitted on May 4<sup>th</sup> and comments were received on June 2<sup>nd</sup> from YCCD. CSD is working on addressing their comments.

### **Active Development Plans**

Garrod Property – The developer of this project located off Locust Point Road would like the pump station to be dedicated in the next month or two.

### **Treasurer's Report**

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

### **Requisitions**

A Kramlick/Fisher motion was made to approve Requisition #2023-13 for WYElectric LLC's #4 final application for payment totaling \$18,514.00 for the Second Street generator installation. Motion passed unanimously.

A Kramlick/Fisher motion was made to approve Requisition #2023-14 for payment to CS Davidson, Inc. for engineering completed for the Area 2 project design, 2<sup>nd</sup> Street generator and 2022 sewer maintenance totaling \$36,635.29. Motion passed unanimously.

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**8:30PM - Executive Session to Discuss Personnel and Legal Matters**

**9:28 PM – Executive Session Ended** – Regular meeting called back into session

**Adjourn**

At 9:28 PM a Kramlick/Barlett motion was made to adjourn. Motion passed unanimously.

**NEXT REGULAR MEETING** – Monday, July 24, 2023