

# Northeastern York County Sewer Authority

## December 23, 2024

The Northeastern York County Sewer Authority met on Monday, December 23, 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**

**East Manchester Township**

Tom Beakler  
Tyler Kramlick

Members absent: Dale Benedick, Judy Hilliard

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

**Solicitor:** Attorney Steve Ahlbrandt arrived at 7pm to attend in Peter Ruth's absence.

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

**Visitors/Employees:** Employees Tessa Starkes & Peter Nestlerode

Pledge of Allegiance

**Agenda**

**A Barlett/Kramlick motion was made to approve the agenda. The motion passed unanimously.**

**Minutes**

**A Barlett/Kramlick motion was made to approve the minutes from the regular meeting held on November 25, 2024. The motion passed unanimously.**

**Correspondence/Visitors** – None.

**Operations/Administration Report**

As a reminder to the board, Desiree Boorujy reported that the quarterly bills for the Demand Deposit SLGS account for \$5000 covers a quarterly review of the account's performance and the Authority's project statuses. Desiree confirmed with Jamie Schlesinger that it would be appropriate to pay for this bill by requisition from the SLGS account, therefore, at the January meeting she will present a requisition for reimbursement for a bill that was previously paid out of the operating account. All future invoices for quarterly reviews will be paid by requisition.

**Easement Agreement Payments** – Desiree wanted to confirm that these payments should be paid by requisition, rather than out of the operating account, since the easements are part of the Area 2 project. Some agreements provide for very low payments, so these can be initially paid out of the

operating account and then presented in conjunction with other easement agreement payments on one requisition.

2025 Proposed Meeting Dates – Proposed dates were provided for the board’s review and approval. *A Barlett/Kramlick motion was made to approve 2025 monthly meetings to be held at 6:00pm on the 4<sup>th</sup> Monday of each month with the exception of May, November and December, which will be held on the 3<sup>rd</sup> Monday of the month. The time change from 7pm to 6pm is contingent upon Attorney Peter Ruth’s availability at 6pm. Otherwise, meetings will be at 7pm. This motion passed unanimously.*

2025 Budget – After careful consideration and discussion, the board determined that an increase in quarterly rates is necessary. Rates will be increased from \$137 to \$145. No change to commercial/industrial metered consumption rates. Schools and parks will be billed \$145 for the first 15,000 gallons but increased from \$6/1000 gallons to \$10/1000 for consumption over 15,000. At the current rate, schools are not paying enough to break even with the cost to treat their flow. **A Kramlick/Beakler motion was made to approve the 2025 budget with an increase of the base rate to \$145 and an increase to the metered rate for schools and parks to \$10/1000 gallons. The motion passed unanimously.**

Vehicle Purchase – Pete reviewed quotes for Chevy, Ford, and Ram trucks which ranged from \$56-58,000 for basic models. The dealer representative did not recommend considering leasing options, as buying a vehicle outright through Costars would be a considerable savings. If the board still wants to consider leasing options, information will be provided. The board questioned whether a vehicle purchase can be made using the BRIF account, if there was an emergency situation. Desiree will discuss this possibility with Jamie Schlesinger at PFM, but Chris Toms did state that this type of purchase should be allowed, as a vehicle would be a capital expense. The overall opinion of the board is to replace older vehicles on a 2-year rotation. **A Kramlick/Beakler motion was made to approve the purchase of the Ford Superduty F-250 truck for the Costars price of \$56,945. The motion passed unanimously.**

Intermunicipal Agreement – This agreement expired in 2021 and has not been renewed due to lack of response from municipalities. Perhaps this will be discussed again in the future.

Pete Nestlerode reviewed the Maintenance/Operations Report:

### **Maintenance & Operations Report**

RES Mitigation Update – Due to rainy weather, RES is waiting until after the holidays to remove the remainder of their supplies and lay stone on the farm lane. Then the project will be complete.

Frac Tanks – The frac tanks were sold together for a total of \$1500, which is much less than we anticipated. The buyer has removed them from the Authority’s farm.

Televising – USG finished televising in Mount Wolf Borough last week. We anticipate receiving their report shortly.

**Solicitor's Report** – The solicitor's report provided by Attorney Ruth was reviewed by Attorney Ahlbrandt.

Area 2 Update – No new updates.

**Rules & Regulations** – **A Kramlick/Beakler motion was made to pass Resolution 2024-3 to update the Delinquent Accounts Policy as it pertains to the owner's responsibility to pay attorney's fees and other costs incurred by the Authority to date for the delinquency in order to stay a water shut off and to update Section 3-303 Sampling Requirements to clarify that an industrial user is responsible for all costs associated with each scheduled sampling and unscheduled compliance sampling. The motion passed unanimously.**

### **Engineer's Report**

N. George Street Pump Station Upgrade – The contractor intends to mobilize in late January. Desiree has been working with Columbia Gas to coordinate disconnection of gas line, which has been pushed back to mid-February due to Doli Construction's lead time for materials.

Mt Wolf Sewer Line Repairs – Substantial Completion has been issued as of 11/13/2024. Only post-construction televising and permanent trench paving remain to be completed. USG has televised the remainder of the lines in the Borough. CSD and staff will review the video once it has been provided by USG.

Musser Run Pump Station – Plans and specifications are going through final reviews and will go out to bid once easements are obtained. There is only one easement remaining. We anticipate award at the February 2025 Authority meeting.

LSA Grant Application – CSD submitted a \$310,000 LSA grant application for pipelining through Mount Wolf Borough.

Digester Design – A 3-D scan of the entire plant was done last month, so when models of the equipment are provided, the information can be dropped into the digesters to provide an interesting visual perspective. Detailed visuals will allow CSD and staff to determine where everything should be placed.

Mount Wolf Treatment Plant Blowers – CSD plans to ask the vendor to provide a Costars quote for the 3 blowers so CSD's focus can be on the digester design.

Capital Improvement Plan – Chris, Desiree, Pete, Jamie Schlesinger (PFM) and Ryan Mentzer (Eckert Seamans) held the first quarterly review of the status of Authority projects and the 10M Loan. Chris provided documentation of the current and upcoming projects that will be funded by the loan within the appropriate timeframe. Projects can be changed and added as needed. **A Kramlick/Barlett motion was made to approve the Capital Improvement Plan. The motion passed unanimously.**

## **Treasurer's Report**

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

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

**2024-25 for \$759.16 to CSD for the 2024 LSA Grant Statewide Application**  
**2024-26 for \$7,135.15 to CSD for North George Street Pump Station, 2024 MW**  
**Borough Sewer Maintenance, MW Blower Replacements, Aerobic digesters.**  
**2024-27 – for \$16,143.75 to USG for Mount Wolf Borough Televising**

**A Kramlick/Beakler motion was made to approve Requisitions 2024-25, 2024-26, and 2024-27, for payment. The motion passed unanimously.**

**Adjournment** - **With nothing further to discuss, a Beakler/Kramlick motion was made to adjourn the meeting at 7:26 PM. The motion passed unanimously.**

**NEXT REGULAR MEETING – Monday, January 27, 2024 at 6pm.**