

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

MARCH 28, 2022

The Northeastern York County Sewer Authority met on Monday, March 28, 2022, beginning at 7:00 PM 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 - Absent  
Tyler Kramlick

**Engineer**

Christopher Toms

**Solicitor**

Attorney Jayne Katherman

**Operations Manager/Recording Secretary**

Pat Poet

**Visitors/Employees**

Employees Desiree Boorujy and Peter Nestlerode.

**An Executive Session will be held at the end of this meeting to discuss legal matters.**

**Agenda**

A Kramlick/Benedick motion was made to approve the agenda with the following changes: Under Solicitor's report add item C - License Agreement North George Street and also add an Executive Session will be held at the end of the meeting to discuss Legal matters; under Operations Report add item F - Pa One Call Resolution; and under Engineer's Report add item D - Chapter 94 Report. Motion passed unanimously.

**Minutes**

A Fisher/Kramlick motion was made to approve the minutes from February 28, 2022. Motion passed unanimously.

**Correspondence/Visitors**

No visitors.

**Operations Report**

The Operations Report was reviewed.

**Maintenance Report** – Peter reported on multiple difficulties encountered at the Orchard Business Park station. Continuous problems at that station cause call-outs after hours along with hours spent there during the day.

The letter regarding rags and debris being flushed from industrial facilities in Orchard Business Park has been mailed. It is hoped this letter will help cut back on some of the pump problems at this station caused by those materials.

Broken/frozen water lines needed to be replaced at both plants.

The Chevy and the F-350 both needed repairs and inspections.

**Illegal Connection Inspections** – Desiree reported on the progress of the inspections. Olde Hickory Road and Bitternut Road residents recently received inspection letters. Bob Kling is now inspecting on those two streets as well as on Apple Tree Lane and Poplar Lane. Only one home remains to be inspected on Poplar Lane.

Bob inspected one home that had a sump pump connected to the sewer and it appeared two other homes had recently changed their piping to correct their illegal connections. Bob also reported a few homes with broken or missing clean out caps. Letters will be sent to those property owners requiring them to replace the caps.

**Safety Mission Statement** – Keystone Municipal Insurance Trust, carriers of the workman's compensation insurance, suggested the Authority adopt a Safety Mission Statement. Pat provided a proposed mission statement in the Board packet. A Benedick/Kramlick motion was made to approve the Safety Mission Statement as presented. Motion passed unanimously.

**PA One Call Resolution** – A Benedick/Kramlick motion was made to approve a Resolution designating April as "PA Safe Digging Month". Motion passed unanimously.

**Lawn Care** – As reported in the Operations Report, Everything Outdoors closed their business. Haring Lawn Care's quote was the least expensive of the remaining two received. A Kramlick/Hilliard motion was made to approve Haring Lawn Care to do all of the Authority's mowing. Motion passed unanimously.

**Saginaw Sludge Violation** – Because of Pat incorrectly reading a test result for the Saginaw sludge, the Authority will be receiving a Notice of Violation from DEP.

**Camper in Manchester Borough** – Judy Hilliard was informed by Manchester Borough of someone living in a camper in the backyard of a home on North Main Street. It appears this individual is dumping sewerage from

the camper into the sewer system through a clean-out. A letter will be sent telling him to immediately cease this practice.

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### **Solicitor's Report**

**Rules & Regulation Changes** – Attorney Katherman provided copies of the proposed changes to the Rules and Regulations regarding subgrade facilities. A Kramlick/Barlett motion was made to adopt Resolution 2022-2. Motion passed unanimously.

**CDL Reimbursement Regulations** – After discussion, a Kramlick/Barlett motion was made to approve changes in the employee handbook regarding reimbursements to employees for expenses to obtain and renew CDL licenses. Motion passed unanimously. Attorney Katherman will revise the employee handbook to reflect the changes.

**3024 North George Street** – This property located in Manchester Township abuts the farm. The current owner has a license agreement with the Authority for a small area of their driveway that is located on Authority property. The home is scheduled to be sold in June. Attorney Katherman will assign the agreement to the new owner.

### **Engineer's Report**

#### **Capital Improvements Plan – Pump Stations**

**2<sup>nd</sup> Street Station** – Chris provided an update on the 2<sup>nd</sup> Street generator.

#### **Corrective Action Plan**

**2022 Sewer Maintenance** – A pre-construction meeting will be held tomorrow with Rogele regarding the repairs at Malvern Drive, Poplar Lane and Riverview Drive North and South. The Notice to Proceed document was signed.

**Area 2 Project** – Second letters were sent to those property owners who did not respond to the first letters they received regarding easements. Chris was able to meet with the new owner of the property where a pump station will be located in their yard.

**Smoke Testing** – Chris explained an additional tool that could be used to locate illegal connections in sewer lines would be smoke testing. This can be discussed at a future time.

#### **General Operations**

**Chapter 94 Report** – The Chapter 94 report is complete and will be submitted on time to DEP.

### **Treasurer's Report**

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

Requisition – Kramlick/Hilliard motion was made to approve the following requisition for payment: 2022-7 to CS Davidson in the amount of \$34,153.36 for preliminary design work for Area 2. Motion passed unanimously  
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**EXECUTIVE SESSION – 8:45 PM**

**EXECUTIVE SESSION ENDED – 8:55 PM**

**Adjourn**

At 8:57 PM a Kramlick/Hilliard motion was made to adjourn. Motion passed unanimously.

**NEXT REGULAR MEETING** – April 25, 2022