

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

March 22, 2021

The Northeastern York County Sewer Authority met on Monday, March 22<sup>nd</sup> beginning at 7:00 PM at 200 North Main Street in Mt. Wolf.

Authority members in attendance were:

**Mt. Wolf Borough**

Patti Fisher  
Bill Marquis

**Manchester Borough**

Dale Benedick  
Judy Hilliard

**East Manchester Township**

John Nace  
Tyler Kramlick

**Engineer**

Christopher Toms

**Solicitor**

Attorney Stacey MacNeal

**Plant Manager/Recording Secretary**

Pat Poet

**Visitors**

Nate Hardman, Colin Cash, employees Desiree Boorujy and Peter Nestlerode.

**Minutes**

A Fisher/Marquis motion was made to approve the minutes from February 15th and February 22<sup>nd</sup>. Motion passed unanimously.

**Correspondence/Visitors**

None.

**Operations/Plant Manager Report**

The Board reviewed the February Operations Report.

Emergency Response Plans – Updated Emergency Response Plans for 2021 were provided to Board members. Pat reported the only updates to these plans were a few personnel changes as well as adding a new section on Pandemics. A Kramlick/Fisher motion was made to approve the Emergency Response Plans for both the Mt. Wolf and Saginaw Plants. Motion passed unanimously. Bill Marquis suggested copies of the plans be provided to Budd Staub, Emergency Management Coordinator.

Leg Up Farm/Able Services – Able Services has made a request to the Authority for approval of the installation of a walking path and pavilion behind their facility on Authority's property. In 2015, this one-acre plot that is part of Sinking Springs Farm was swapped with Leg Up for a .7 acre piece of land that could be farmed. Several conditions would need to be agreed upon prior to approval. Rochelle Black from Farms and Natural Trust was contacted. She needs to know the exact size and location of the path, the materials that will be used and a drawing, so that a determination can be made if the impervious coverage area does not exceed the limits for that lot; although at first glance she did not believe the plan would exceed the limit. An agreement would need to be approved between Leg Up/Able Services and the Authority. Able Services would be required to provide an Insurance Certificate to the Authority. Peter thought the one-acre plot did not extend as far out as the initial drawing of the walking path indicates. He also mentioned that years ago an irrigation system was installed under this plot of land for the intent to grow pumpkins. It was never used. Stacey recommended Peter contact Able Services and visit the area of the proposed project. There was a consensus that Authority members had no issues with the project as long as all necessary conditions are addressed.

Safety/Employee Meeting – A safety meeting was held on March 18<sup>th</sup>. We discussed safety issues employees had concerns with. Building and vehicle inspection forms were distributed for each employee to complete. When all forms are returned, Peter and I will review them and discuss any issues that need to be addressed.

Sampler – Peter shared that the sampler was never ordered. He had sent an email to the vendor; however, the vendor misunderstood the email and did not order it. Peter spoke with them again and the sampler should be delivered within a few weeks.

Lab Results - All lab results attached were within limits for the month of February.

**Solicitor's Report**

Financing – Attorney MacNeal reported that the three municipalities approved the Guaranty Resolution and the \$10 million loan should become available April 1. On Monday morning, March 29<sup>th</sup>, John Nace and Dale Benedick will be signing the remaining financial documents at the Authority's office. The Authority's Trustee, BNY Mellon, will be setting up a new construction fund account for this money to be deposited into. Invoices or reimbursements will be paid by Requisitions from that account.

Reimbursements – Chris Toms asked if the Manchester Street project costs could be reimbursed through this new loan. Attorney MacNeal said that is not possible because that project was not included in the new financing.

**Engineer's Report**

Effluent Line Abandonment Project – ClearView Excavation is waiting for the paving to be completed which will probably be in April.

Manchester Street Project – Iron Eagle is waiting for warmer weather to complete the paving.

Saginaw Dechlorination Project – The amount of the two quotes received for this project are under the amount required for bidding or phone quotes. A Fisher/Benedick motion was made to authorize Pat to sign any documents for this project, not to exceed a combined total of \$11,300. Motion passed unanimously.

Tap Fee Update – Chris recommended that the tapping fee study be calculated based upon both the Saginaw and Mt. Wolf systems combined so that the tapping fee would be the same for all areas. CSD will be calculating the new allowable tapping fee amount. The Board can then decide if the tapping fee will be the maximum amount allowable or a lessor amount.

Area 2 Extension – The Township agreed to accept the removal of the connections they had previously requested along Conewago Creek Road. No planning modules are required by DEP for the Area 2 Extension now since Conewago Creek Road extension is not included in the project. Area 2 is residential only. A possible option to the existing residents who will be connecting in that area could be to offer a payment plan for the cost of their tapping fees. A payment plan was offered in 2006-2007 to Saginaw home owners to pay their tapping fees over five years. Approximately forty home owners took advantage of that option. A sample of the agreement and payment plan used for Saginaw residents is attached.

Capital Improvement Plan – The pump station improvement plan will be presented during next month's meeting. All pump stations have been visited. The proposed improvements are based upon the age of the station and its electrical systems. Generators may be purchased for some of the stations.

Digester Analysis – Chris reported that the digesters, whether new or refurbished, will be converted from anaerobic to aerobic. A visit to Jackson Township's plant is scheduled to look at their aerobic digesters and processes.

Ollie's – Ollie's is planning on expanding their facility. Chris has the plans to review.

Loan – Chris reviewed several projects that are hoped to be completed with the \$10 million loan. Five million is designated for Area 2. One and one half million will be used to update pump stations, purchase generators for them and repair and/or replace equipment at those stations. One million is designated for repairs or replacement of lines in the collection system. The digester upgrade is also hoped to be included.

Corrective Action Plan – Staff continues to conduct sampling activities of industrial customers. Control Systems 21 will prepare a proposal for installing a data logger in the Mt. Wolf influent flow meter to determine what needs changed for the influent meter to provide more accurate readings.

Line Repairs – As part of the CAP, three line breaks in Poplar Estates need repaired at an approximate cost of \$4,000 each. These quotes are for the lines to be cured in place, which relines the pipe. In Saginaw where sections of the lines need repaired, Chris is not certain how efficient the cured in place repair would be. There is one house lateral in the Authority's section of the line that needs repaired. In Saginaw, an 8" line off of 4<sup>th</sup> Street that comes into a manhole was opened and the repair was made by ClearView Excavating last Wednesday.

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Line Televising – Pat will make contact with USG again to arrange the televising of the lines from Sherman Oaks to Long Road.

Route 24 Manhole Covers – Nothing has been heard from PennDot in months. Chris will make one last contact with them to see if the adjustments can be made.

Garrod Property – The planning module for this project has been completed and is scheduled for adoption at the Township's April meeting.

### **Treasurer's Report**

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

Requisition 2021-2 – A Fisher/Marquis motion was made to approve requisition 2021-2 to Iron Eagle contractors for Change Order #3 totaling \$322.00. Motion passed unanimously.

**Executive Session** – At 8:35 PM an Executive Session was called to discuss personnel matters.

**Regular Meeting** – At 8:50 PM the regular meeting was called back to order.

Personnel Committee – Bill Marquis agreed to serve on the Personnel Committee along with Patti Fisher and Dale Benedick.

### **Adjourn**

At 8:59 PM a Kramlick/Benedick motion was made to adjourn. Motion passed unanimously.

**NEXT REGULAR MEETING - April 26, 2021 - 7:00 PM**

