

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

May 24, 2021

The Northeastern York County Sewer Authority met on Monday, May 24<sup>th</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 - Absent  
Attorney Jayne Katherman (by phone)

**Plant Manager/Recording Secretary**

Pat Poet

**Visitors**

Nate Hardman, Colin Cash and employee Desiree Boorujy.

**Minutes**

A Fisher/Kramlick motion was made to approve the minutes from April 26. Motion passed unanimously.

**Correspondence/Visitors**

None.

**Operations/Plant Manager Report**

The Board reviewed the May Operations Report.

Mission Dialers – After discussion, a Fisher/Benedick motion was made to authorize Pat to purchase replacement dialers at the pump stations where needed. Motion passed unanimously. These replacements are being made because of the necessity to upgrade the dialers from a 3G to a 4G network.

Audit – The auditors will be here June 1<sup>st</sup> to begin conducting the audit.

Televising – USG continues to televise the sewer lines. They have completed the Sherman Oaks development and are continuing up North Sherman Street to Long Road.

**Solicitor's Report** – (Jayne Katherman By Phone)

Intermunicipal Agreement – Attorney Katherman shared that the Boroughs and Township are at an impasse regarding this agreement. The Authority will wait and see what the three municipalities agree to.

Area 2 Agreement – After discussing the meeting Tyler attended with Township Supervisors, it was discovered that an agreement has not yet been settled on. Attorney Katherman will discuss this situation with Attorney MacNeal and then Attorney Andy Miller will be contacted for clarity on the Supervisor's stance.

Employee Handbook – Attorney Katherman met with Desiree and Pat as well as the Personnel Committee to review the current handbook and recommend a few changes. The changes made to the handbook were reviewed with the Board. A Fisher/Hilliard motion was made to approve the employee handbook with changes included as discussed. Motion passed unanimously. Attorney Katherman will provide final copies for everyone.

Effluent Line Abandonment Agreement – This vacate of easement agreement will be sent to Talen on May 26<sup>th</sup>.

Garrod/Hillwood Escrow Agreement – A Marquis/Benedick motion was made to approve the tapping fee agreement with Garrod/Hillwood properties. Motion passed unanimously. This agreement requires a \$105,000 escrow fund for tapping fees which will be replenished by Hillwood. This agreement locks in the \$2,500.00 tapping fee along with holding EDU's for this project.

Plant Tour – Prior to the June 28<sup>th</sup> meeting at 5:30 PM, Authority members will tour several pump stations along with the Saginaw plant. A tour of the Mt. Wolf plant along with additional pump stations will be scheduled at a later date.

**Engineer's Report**

Effluent Line Abandonment Project – Talen has now required the Authority to fill the sewer line that is located on their property with flowable fill. This work was not planned with the effluent line abandonment project. Chris is working with the contractor on a change order. An estimate of additional costs for this change is \$30,000 - \$35,000.

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Saginaw Dechlorination System – All of the equipment has been received for this project. The schedule of the contractors has been requested and should be received soon.

Fenwick Area Sewer Lines – CSD is looking at this problem area to decide whether to replace or re-route the sewer lines to prevent additional backup problems.

Industrial/Commercial Sampling – Chris requested lab results for both DHL and Johnson Controls. A meeting needs to be set up with Pretium Packaging to discuss a sampling manhole.

Area 2 Sewer Extension – Planning for this project continues.

Chestnut Valley Pump Station – Colin Cash reported after the VFD had been temporarily installed, it appears as though the most likely cause of the problems at this station is an unintended high point in the force main. He will keep the VFD in place for a few additional days. Ron Buser from Paradise Electric will remove the VFD.

Capital Improvement Plan – Chris and Colin met with Peter and Pat to review this plan for the pump stations. A Marquis/Fisher motion was made to approve the CAP plan. Motion passed unanimously.

Tapping Fee Calculations – Chris presented a draft report on the tapping fee calculations. He has determined the maximum tapping fee charge could be \$3,856.00. Chris also explained that different costs could be assessed if the Authority constructs a lateral from the main to curb based upon the size of the pipe – 6” or 4”.

### **Treasurer's Report**

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

Requisitions 2021-5 – A Kramlick/Fisher motion was made to approve Requisition 2021-5 to USG totaling \$7,150.00 for televising lines on Poplar Lane. Motion passed unanimously.

Requisition 2021-6 – A Benedick/Marquis motion was made to approve Requisition 2021-6 and payment of \$942.45 to CS Davidson, Inc. for engineering fees related to the Saginaw Dechlorination project. Motion passed unanimously.

Requisition 2021-7 – A Kramlick/Fisher motion was made to approve Requisition 2021-7 to Pyrz Water Supply Company totaling \$2,591.00 for supplies for the Saginaw Dechlorination project. Motion passed unanimously.

The three requisitions above are being paid out of the Bond Redemption and Improvement Fund.

### **Miscellaneous**

Bill Marquis – Bill has submitted his letter of resignation effective May 31<sup>st</sup>. He has been in contact with the President of Mt. Wolf Borough Council. Council has someone in mind as a replacement.

Executive Session – At 8:25 PM an Executive Session was called to discuss personnel matters.

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**Regular Meeting** – At 8:35 PM the regular meeting was called back to order.

**Adjourn**

At 8:37 PM a Marquis/Kramlick motion was made to adjourn. Motion passed unanimously.

**NEXT REGULAR MEETING - June 28, 2021 - 7:00 PM**