

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

January 27, 2020

The Northeastern York County Sewer Authority met on Monday, January 27, beginning at 7:00 PM in the Authority meeting room at 200 North Main Street in Mt. Wolf.

Authority members in attendance were:

Mt. Wolf Borough

Patti Fisher
George Miller

Manchester Borough

Clair Good
Dale Benedick - Absent

East Manchester Township

John Nace
Joel Klinedinst

Engineer

Christopher Toms

Solicitor

Attorney Stacey MacNeal

Plant Manager/Recording Secretary

Pat Poet

Visitors

Desiree Boorujy & Peter Nestlerode - employees, Don Zeigler, Dan Creep, Nate Nardman (CSD) and Steve Gross.

REORGANIZATION

Attorney MacNeal opened the meeting and requested a motion to appoint a Chairperson for the Authority Board for 2020. A Good/Fisher motion was made to retain the 2019 slate of officers for the year 2020. Those positions are: Chairperson – Joel Klinedinst, Vice-Chairperson – Patti Fisher, Secretary – Clair Good, Treasurer – George Miller, Assistant Secretary – Dale Benedick and Assistant Treasurer – John Nace. Motion passed unanimously.

Solicitor Appointment – A Miller/Fisher motion was made to retain Attorney Stacey MacNeal as the Authority Solicitor for 2020. Motion passed unanimously.

Engineer Appointment – A Good/Miller motion was made to retain CS Davidson, Inc. as the engineering firm for the Authority in 2020. Motion passed unanimously.

January 27, 2020
Page 2

Minutes

A Klinedinst/Miller motion was made to approve the minutes from the December 16, 2019, meeting. Motion passed unanimously.

Correspondence/Visitors

Dan Creep – Mr. Creep from Warehaus presented plans for approval and signature for Phase II, lot number 3 in Orchard Business Park. He explained the planned warehouse has been expanded to 175,000 square feet. Chris Toms had two minor suggestions to the plan that have been addressed. Chris recommends approval of this plan. Joel asked if the Canal Road pump station is capable of handling the additional flow. Chris said there will not be a problem with the extra flow. A Fisher/Nace motion was made to approve the plan for Phase II, lot number 3 in Orchard Business Park. Motion passed unanimously.

Don Ziegler – Mr. Ziegler was in attendance to request approval and signature of the plans for the Checker's drive-in proposed in East Manchester Township. Chris noted there will be a five-foot diameter sampling manhole on the property and grease trap facilities. A Nace/Miller motion was made to approve the plans for Checker's drive-in as presented. Motion passed unanimously.

Steve Gross – Mr. Gross questioned when the sewer line will be available on Manchester Street to tie in his milk house. Several items need completed before that line will become available to Mr. Gross as well as the homes that will be connecting to it. Chris explained repairs to the line may be necessary and DHL is being required to flush their private sewer lines prior to the Authority accepting the lines. Attorney MacNeal shared that she has not seen a Deed of Dedication for the sewer lines. When the lines are accepted by the Authority, a letter will be sent out to the property owners letting them know they can connect. It was agreed that this project is taking much longer than expected.

Operations/Administration Report

Holiday Schedule – Pat shared the employee holidays proposed for 2020, which are the same as in 2019: Wednesday, January 1 – New Year's Day; Friday, April 10 – Good Friday; Monday, May 25 – Memorial Day; Friday, July 3 – 4th of July; Monday, September 7 – Labor Day; Wednesday, November 11 – Veterans Day; Thursday and Friday, November 26 and 27 – Thanksgiving Day and Day After; Thursday, December 24th – ½ Day before Christmas and Friday, December 25 – Christmas. A Good/Nace motion was made to approve the holidays as presented for 2020. Motion passed unanimously.

Meeting Dates – Desiree prepared a list of meeting dates for 2020 which are as follows: January 27, February 24, March 23, April 27, May 18, June 22, July 27, August 24, September 28, October 26, November 23 and December 21. A Miller/Nace motion was made to approve the meeting dates for 2020 as presented. Motion passed unanimously.

East Manchester Township – The Township will be connecting one restroom in their building across the road from their offices along North Sherman Street. After discussion, a Klinedinst/Miller motion was made to charge the Township inspection fees only to add the restroom. Motion passed unanimously.

January 27, 2020

Page 3

Operations Report – The operations report was reviewed and a few items were discussed regarding equipment repairs, hauling and the mitigation project at Sinking Springs farm.

Safety/Employee Meeting – Pat reported on this meeting held January 15th. Many subjects were discussed regarding safety and working in general. Additional road safety signs need to be purchased for when employees are doing work in the roads; a tripod would be a good investment for both Musser Run and Sherman Oaks stations and additional lighting is needed at several pump stations for emergency situations at night. Employees will get pricing and additional information on these items and report back to the Board next month. It is Pat's intent to hold safety meetings every quarter to meet the guidelines of the Authority's workman's comp carrier.

On Line Payments – Desiree reported on-line payments are now available to customers. So far there have not been any major problems with the system.

Internet Service – Desiree explained that Comcast did update the internet service in the Administration building as discussed at the December meeting. However, there has not been any noticeable increase in internet speed detected. Desiree will be contacting Comcast to determine why the service is not working any faster than it did prior to the upgrade.

Emergency Response Plan – The updated 2020 Emergency Response Plan was presented for signature.

Solicitor's Report

Financing – Attorney MacNeal reviewed different options for future financing and the difference between financing through DeVal versus PENNVEST.

Intermunicipal Meeting – Pat is working on scheduling a date for the annual intermunicipal meeting. A day during the last week of February is being looked at as a possibility.

Engineer's Report

Farm Mitigation Project – Discussion was held regarding the mitigation project at Sinking Springs farm. Peter had brought up his concern regarding how far out the trees were planted and he feels they may be encroaching on the adjacent farm fields. Chris, Peter and a surveyor will meet at the farm to determine if that is the case; and if it is, Attorney MacNeal will be informing RES about the encroachment.

Mt. Wolf Project – Chris reported the startup of the new UV system is scheduled for February 5th. There are a few problems with the brackets in the grit building. They are working with Lakeside to resolve this issue. The digester was inspected by CSD and the concrete was determined to be sound. The sludge pump supplier is standing by what they initially determined after reviewing Peter's concerns with the diameter of the pump being smaller than the original one. Peter feels it will not pump as fast as the current one and it will take much longer to fill the tankers. Chris said the sludge pump supplier is willing to put their promise in writing. Chris feels the

CFA Small Sewer and Water Grant is not in jeopardy because of the project's delay. He will be requesting an extension of the grant to be on the safe side after the UV system startup and receiving a schedule from Clearview Excavating. Chris presented two change orders to be signed, Change Order #4 for a deduct on the electrical contract totaling \$1,181.49, and Change Order #5 to extend the completion date of the electrical contract to March 30th, 2020.

January 27, 2020

Page 4

Effluent Line Abandonment Project – Norfolk Southern has issued a permit to the Authority and an agreement between the Authority and Norfolk Southern is forthcoming. A Good/Fisher motion was made to authorize either Joel Klinedinst or Pat Poet to sign the agreement when it is received. Motion passed unanimously. When everything is in place, Clearview Excavating will be given authorization to begin the project.

Chapter 94 Reports – These reports for 2018 have been approved, however DEP is requesting data during the times when both pumps are running simultaneously at the 2nd Street, Musser Run and Chestnut Valley pump stations.

Area 2 Expansion – The number of future connections to this area are being determined. Sewer lines continue to be designed. A very preliminary cost for this project is between 3.5 and 4 million dollars. An application for H2O grant funds has been submitted which requires a 50% match. A schematic design for a Canal Road Extension for the Garrod property has been prepared.

Garrod Property – A preliminary plan has been conditionally approved by the Township. At the direction of the Sewer Authority, the sewer line has been redirected to be pumped towards Manchester Street as opposed to the original layout to the Canal Road pump station. A cost-sharing agreement was proposed for a pump station to be located near the intersection of Locust Point Road and Canal Road which could eventually serve several homes along Canal Road.

Treasurer's Report

Invoices – A Miller/Good motion was made to approve all invoices as presented. Motion passed unanimously.

Requisitions – A Miller/Good motion was made to approve the following Requisitions: 2020-1 to CS Davidson, Inc. totaling \$10,590.48 for the Mt. Wolf plant improvement project; 2020-2 to CS Davidson, Inc. for engineering fees for the Mt. Wolf line abandonment project totaling \$1,587.37; 2020-3 to CS Davidson, Inc. for engineering fees for the Saginaw UV system; 2020-4; to Enquip Company, Inc. for five percent of the cost of the grit system for the plant improvement project totaling \$11,633.05; 2020-5 to PSI Plumbing Solutions totaling \$84,769.24, application #7 for the electrical contract for the Mt. Wolf plant upgrade and 2020-6 to PSI Plumbing Solutions for the general contract, application #10 totaling \$55,312.28. Motion passed unanimously.

Executive Session

At 8:47 PM Chairman Joel Klinedinst called for an executive session to discuss personnel matters.

At 9:02 PM the regular meeting was called back to order.

Adjourn

At 9:03 PM a Good/Miller motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, February 24th - 7:00 PM - 200 North Main Street