

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

May 18, 2020

The Northeastern York County Sewer Authority met on Monday, May 18, beginning at 7:00 PM via web-based conference call.

Authority members in attendance were:

**Mt. Wolf Borough**

Patti Fisher  
George Miller

**Manchester Borough**

Clair Good  
Dale Benedick

**East Manchester Township**

John Nace  
Joel Klinedinst

**Engineer**

Christopher Toms

**Solicitor**

Attorney Stacey MacNeal

**Plant Manager/Recording Secretary**

Pat Poet

**Visitors**

Employees Peter Nestlerode and Desiree Boorujy.

**Executive Session**

Chairman Joel Klinedinst announced there was an Executive Session held prior to this meeting at 6:30 PM by conference call to discuss personnel matters.

**Minutes**

A Klinedinst/Miller motion was made to approve the minutes from the April 7, 2020, meeting. Motion passed unanimously.

**Correspondence/Visitors**

None.

**Operations/Administration Report**

Operations Report – The operations report was reviewed.

UV System – There have been some problems with the UV system that should be addressed in the near future. Some of the flow tubes have broken. Someone from the manufacturer, Glasco, will be repairing the tubes and returning to the plant to install them and also address additional issues with the unit.

Open Lobby – On Tuesday, May 26, the lobby will open to the public because York County is now upgraded to the yellow phase effective May 22<sup>nd</sup>. Anyone who enters will be required to wear a mask. Desiree will be returning to work on that day as well.

Receipts – Pat noted that receipts continue to be less than normal.

Tanker Lane at Farm – Joel asked Peter if the stones solved the problem with mud being drug out on the road by the tankers. Peter said he purchased a few loads of stone and that did solve the problem.

**Solicitor's Report**

Walnut Street Fence – Attorney MacNeal reported staff had discovered that a property owner was planning to extend their back fence to install a play area. The fence extension would be encroaching on the Sewer Authority's easement behind this Walnut Street property. Attorney MacNeal sent a letter to the property owners which provided information of the Authority's easement. An email was then received from the property owner stating they would be willing to sign an agreement between them and the Authority. The Board agreed to have Attorney MacNeal prepare an agreement and reply to the property owners explaining the Board's position on the exception they requested. The proposed agreement would be voted upon at the June Authority meeting. Peter noted the depth of this fence will not be an issue with the line and the line was marked as required by PA One Call.

Gross Line Extension – Attorney MacNeal asked if anyone had heard anything about the Gross sewer line extension. No one had.

**Engineer's Report**

Plant Project – Tomorrow Chris, Peter and Corey will inspect the final paving and review the punch list for the project with the contractor. Two applications for payment to PSI will be presented for approval later in the meeting.

Digester Upgrade – The evaluation of the digesters by CSD is nearly complete. Additional sludge samples will need to be analyzed to complete the evaluation. Chris will meet with Peter to discuss the tests that will need to be done. Cost estimates will be provided to the Authority when the evaluation and testing are completed.

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UV System – Chris noted solutions to the venting problems with the UV system need to be addressed with the manufacturer, Glasco.

Future Improvements – Chris would like to put together cost estimates to upgrade pump stations, generators, control panels, etc. so those costs can be added and updated to the Capital Improvement Plan. Those project costs could be included in any future financing. He will meet with Peter and Chase to review those upgrades and replacements.

Saginaw Biosolids – DEP has approved the Sewage Sludge Enhancement Plan for Saginaw.

Manchester Street Project – CSD has completed the survey work for the Manchester Street project. Chris will proceed with the project by presenting costs at next month's meeting.

Area 2 Extension – This project is on hold at the current time until receiving more information on the CFA grant.

Zions View Road – DHL – Chris had a phone conversation with the project manager regarding the sag in the sewer line and how to go about repairing it. They have discovered that the sag is inside the casing. They discussed the possibility of the Authority considering an extended maintenance agreement which would allow them not to repair the line at this time; but if the problem would get worse, the owner would have to make the repair. Chris will get with Peter to review the problem with the sewer line and make recommendations at the June Authority meeting. Attorney MacNeal had concerns regarding a single entity that is obligated for the repair. She shared that the single entity may change over time which would cause problems for the Authority to get the money if need be. Maintenance Bonds are not easy to get money from. A possibility is that the Authority could hold money with either a letter of credit or hold cash in the bank for a period of years in the event the sewer line needed repaired.

### **Treasurer's Report**

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

Requisitions – A Klinedinst/Fisher motion was made to approve the following Requisitions: 2020-13 to CS Davidson for engineering fees totaling \$12,399.64 and requisition 2020-14 to CS Davidson totaling \$3,409.85. Motion passed unanimously.

Trustee Accounts – Discussion was held regarding the balances in the Trust Funds and if the Construction Fund should be closed and if the BRIF fund would still be active. Attorney MacNeal explained that the Authority still needs a Trustee even if the balances are very small. The intent would be to keep the BRIF fund active and deposit money received from tapping fees into it. She said in her past experience, Authorities would need to provide written authorization, including signatures, to the Trustees in order to close out the Construction Fund and any other funds that would be allowed to close and transfer those funds into the BRIF account. Attorney MacNeal suggested the tapping fees should probably be kept in the general checking account for now until the Authority gets back to their normal financial status.

**Adjourn**

At 7:38 PM the meeting adjourned. **NEXT REGULAR MEETING - June 22, 2020 - 7:00 PM**