

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

January 28, 2019

The Northeastern York County Sewer Authority met on Monday, January 28, 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
Gene Snell, Jr.

East Manchester Township

John Nace
Joel Klinedinst

Engineer

Christopher Toms

Solicitor

Atty. Jayne Katherman (Substituting for Atty. Stacey MacNeal)

Plant Manager/Recording Secretary

Pat Poet

Visitors

Ed Van Arsdale from Warehaus, employees Peter Nestlerode and Christian Jordan

Reorganization

Attorney Jayne Katherman opened the meeting and asked for nominations. A Good/Nace motion was made to keep all positions the same as they were in 2018 for 2019, as follows: Chairman – Eugene Snell, Jr.; Vice-Chairman – Joel Klinedinst; Secretary – Clair Good; Treasurer – George Miller; Assistant Treasurer – Patti Fisher and Assistant Secretary – John Nace. Motion passed unanimously.

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Chairman Snell asked for nominations for Authority Solicitor and Engineer.

Solicitor – A Klinedinst/Miller motion was made to retain Attorney Stacey MacNeal from Katherman, Heim and Perry, as Authority Solicitor for 2019. Motion passed unanimously.

Engineer – A Good/Miller motion was made to retain Christopher Toms from CS Davidson, Inc. as Authority engineer for 2019. Motion passed unanimously.

Minutes

A Klinedinst/Fisher motion was made to approve the minutes from the December 17, 2018, meeting. Motion passed unanimously.

Correspondence/Visitors

K & S Tooling – Mr. Ed Van Arsdale III from Warehouse was present representing K & S Tooling, located at 535 Willow Springs Road. K & S Tooling is proposing a 31,000 square foot expansion of their current facilities. They are not proposing any additional employees over what their maximum number was in the past and will not require any additional EDU's. This project had been planned in 2007, however was postponed due to the economic downturn at that time. Chris Toms indicated all comments have been addressed by K & S and the plan includes installing a sampling manhole. Chris recommended the Authority approve the plan on condition of the posting of security. That amount should be determined tomorrow and when approved, the plan may be signed by the Authority. A Klinedinst/Good motion was made to approve and authorize signing of K & S Tooling's expansion plan conditioned upon the posting of required security to be determined. Motion passed unanimously.

Otterbein UM Church Correspondence – After reviewing the request from Otterbein Church to discontinue sewer billing for 131 Center Street because it is being torn down in the spring, the Board requested Pat to contact the church and require proof that the water has been disconnected to the property. If the water is disconnected, the Board could then authorize billing to cease at the February meeting.

Operations/Administration Report

The Board reviewed the operations report.

Transfer of Funds – Pat provided final copies of the 2019 budget with expenses through 12/31/18. The ending balance for the year is \$122,826.24. She questioned whether the Authority wanted to transfer those funds into the Trustee Account. After discussion, a Klinedinst/Miller motion was made to send a check to BNY Mellon Bank totaling \$122,826.24 to be deposited into the BRIF fund. Motion passed unanimously.

Meeting with Plant Employees – This afternoon, Chris Toms, Mike Kreiser from SES and Pat met with all plant employees to discuss different ideas for daily schedules and requested input from employees with any problems they are dealing with in their positions. Mike Kreiser presented proposed checklists for both plants with items listed that should be completed on a daily basis and that employees could check off each item as they go. Suggestions were discussed and a decision was made to have plant employee meetings monthly along with Chris Toms, Mike Kreiser and Pat to keep the discussions going and review the checklist for any changes that need made to it. The next meeting will be held on Wednesday, February 13th.

Hauling – Hauling still continues to Springettsbury WWTF. The biosolids situation is being monitored and hauling may be able to be decreased from the amount that has been hauled the past two months. Pat reviewed Springettsbury's December invoice with the Board. It is hopeful that at some point the farm will dry up enough to haul there again.

Influent Pump Station at Mt. Wolf Plant – This station has three pumps. The one wear plate needed to be replaced. When that work was being completed, it was determined that the impellers on the other two pumps, along with wear plates also need replacing. A quote was received from Envirep totaling \$5,544.32 for replacement impellers and miscellaneous parts for the other two pumps. A Klinedinst/Miller motion was made to approve the quote from Envirep for replacement parts for the influent pump station. Motion passed unanimously.

PLC Unit at Mt. Wolf Plant – The PLC, which is the computer that controls the operations of the Mt. Wolf plant, has not been in working order for some time and needs replaced. A quote for a new PLC has been received from AeroMod for the computer, installation and training required, which will take two days. Chris Toms will be contacting Todd Steinbach at AeroMod to discuss this purchase. A Klinedinst/Fisher motion was made to approve the purchase of the PLC from AeroMod pending the outcome of discussions with Aeromod and Chris's memo. Motion passed unanimously.

Electricity Provider – The Authority's current electricity provider is AEP. Currently the Authority is on a month to month basis, which is not providing savings on electricity usage. Pat requested permission to change to APPI Energy, which should end up saving the Authority approximately \$10,000 annually. A Good/Miller motion was made to authorize Pat to sign up for electricity purchase through APPI. Motion passed unanimously. It was noted that the administration building is not part of this savings because it has solar power and the two accounts at the farm are considered residential accounts.

TV Truck – An ad has been placed on Municibid.com for bids to sell the 2003 Freightliner TV truck. As required, an ad was also placed in local papers directing prospective bidders to Municibid.com. Approximately 300 views were made on the ad and ten bids placed. The bidding closes on Friday, February 22, and the Authority can decide to reject or accept any bids at the February 25th Authority meeting.

Emergency Response Plans – The Emergency Response Plans for both plants have been updated and are ready for approval and signature. A Klinedinst/Fisher motion was made to approve the Emergency Response Plans for both the Mt. Wolf and Saginaw plants as presented, dated January, 2019. Motion passed unanimously.

911 Contact Listing – Joel Klinedinst suggested the Authority send a letter to 911 regarding updating the names on the emergency contact list. This had already been done verbally; however Joel noted it would be a good idea to have the changes in writing.

Solicitor's Report

84 Zions View Road – Attorney Katherman noted there were questions from the Township regarding a right-of-way and road improvements included in the security for this project. She reported both issues have been taken care of.

Engineer's Report

Plant Project – Chris Toms reported there will be a progress meeting held at the plant every two weeks regarding the project. The demo has begun on the trickling filter and the lid was removed from the floating cover digester. He presented Application #1 from PSI Pumping Solutions totaling \$40,609.50 for the general construction contract and Application #1 from PSI Pumping Solutions totaling \$39,156.26 for the electrical contract as well as a change order that extends the contract to July 29, 2019, because of equipment delivery and building permit issues. A Fisher/Klinedinst motion was made to approve both applications along with the change order to extend the construction contract. Motion passed unanimously. Chris also noted the UV system is scheduled to be delivered mid-February.

Effluent Line Abandonment Project – Chris requested authorization to advertise this project for bidding in February so that it can be ready to begin after the UV system is installed. A Nace/Klinedinst motion was made to authorize CS Davidson, Inc. to place an ad to bid the effluent line abandonment project. Motion passed unanimously. Chris reported that he has requested a six months extension on the grant, which would extend it until the end of 2019.

Sinking Springs Farm – Chris presented a plan showing the native plants that need planted at the farm. He suggested the plants could be purchased at the County Conservation Seedling sale and perhaps the prisoners could be of assistance in planting the seedlings. He provided a general layout for staff review which could be discussed at the next monthly meeting on February 13th.

General Dollar – Joel Klinedinst reported it is his understanding that the Dollar General store is now off the table again.

Treasurer's Report

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

Requisitions – A Miller/Nace motion was made to approve payment of the following requisitions: #2019-1 to Whel-Tech for purchase of a Mission monitor at the Saginaw plant totaling \$2,565.00; #2019-2 to Enquip Company, Inc. for 80% of the cost of the screening unit and grit package totaling \$186,128.80; to PSI Pumping Solutions for Application #1 of the electrical contract totaling \$39,156.26 and #2019-4 to PSI Pumping Solutions for Application #1 of the general construction contract totaling \$40,609.50. Motion passed unanimously.

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Executive Session - Chairman Snell called for an Executive Session to discuss personnel issues at 7:55 PM.

Adjourn Executive Session - At 8:30 PM Chairman Snell ended the Executive Session and called the regular meeting back to order.

Adjourn

At 8:32 PM a Good/Klinedinst motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, February 25 - 7:00 PM - 200 North Main Street