

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

December 16, 2019

The Northeastern York County Sewer Authority met on Monday, December 16, 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 - Absent
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

Desiree Boorujy, employee.

Minutes

A Good/Nace motion was made to approve the minutes from the November 25, 2019, meeting. Motion passed unanimously.

Correspondence

None

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Operations/Administration Report

2020 Budget – The 2020 budget was presented with the changes incorporated that were discussed at the budget meeting. A Benedick/Good motion was made to approve the 2020 budget as presented. Motion passed unanimously.

A few items were discussed from the Operations report. Pat reported the WET testing has been completed and the results were good. The sludge testing will be done this week.

Comcast Upgrade – Desiree shared information she obtained from Comcast regarding upgrading the administration building's internet. After discussion, a Miller/Benedick motion was made to approve the upgrade of internet service which includes the installation of WiFi in the administration building. Motion passed unanimously. Desiree will be in contact with Comcast to have the work done.

On-Line Payments – Desiree reported that the information for On-Line payments through Diversified Technology is just about complete and we should be able to make on-line payments available sometime between January 1st and the 15th. She noted all credit card and on-line payments after that time will be charged a \$3.00 fee for each transaction.

Solicitor's Report

Resolution 2019-4 – Attorney MacNeal presented a revised 2019-4 Resolution, which updated wording in the Rules and Regulations regarding on-line payments as well as updates on the plumbing code. A Good/Miller motion was made to approve Resolution 2019-4, with one additional revision to be made on the section regarding on-line payments. Motion passed unanimously.

Resolution 2019-5 – A Nace/Good motion was made to approve Resolution 2019-5, the Rate Resolution, that reduces the amount of surcharge per quarter per in Districts 3 and 4 effective 4/1/20: District 3 – Reduced by \$8.00, and for district 4 by \$2.00 per quarter. Motion passed unanimously.

Resolution 2019-6 – This Resolution establishes quarterly sewer rates effective April 1, 2020. A Good/Miller motion was made to approve Resolution 2019-6, setting all customers' base rates to \$124.00 per quarter effective April 1, 2020. Motion passed unanimously.

Financing – Attorney MacNeal discussed the possibility of additional financing for servicing Area 2 in East Manchester Township and any additional financing that may be needed for other projects. She had discussions with Jamie Schlesinger of PFM regarding financing. She thinks the Authority should seek out other financing options prior to talking with PENNVEST.

PFM Engagement Letter – Attorney MacNeal explained that because of new legislation, PFM has a legal obligation to obtain an engagement letter when financing is secured. A Good/Miller motion was made to authorize Attorney MacNeal to provide an engagement letter to PFM. Motion passed unanimously.

Resolution 2019-7 – Attorney MacNeal was in contact with David Twaddel to discuss a reimbursement Resolution which would allow the Authority to reimburse itself with past payments made on any project new financing would cover. A Good/Miller motion was made to approve Resolution 2019-7 that allows the Authority to repay itself out of any new financing it may obtain for certain expenditures for such projects that may have been paid prior to the issuance of such bonds or notes. Motion passed unanimously.

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Engineer's Report

Plant Project – Chris Toms reported the digester lid has been removed, buildings erected and equipment has been installed. Most of the work remaining is electrical. CSD will coordinate with PSI to inspect the concrete inside the digesters and make a decision at that time what work, if any, is required to repair the concrete. Kline's will bring their bucket truck in to lower down personnel to perform the inspections.

Area 2 Extension – The proposed layout was reviewed and the aerial mapping is being completed for the preliminary design.

Zions View Road Warehouse – As-builts have been submitted. CSD recommended that the warehouse's private sewer lines be flushed and portions of the lines be re-televised, as it appears there may be certain sections with suspected sags in them.

Treasurer's Report

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

Requisition 2019-38 – A Good/Nace motion was made to approve requisition 2019-38 totaling \$2,909.93 to CS Davidson, Inc. for Area 2 extension and survey. Motion passed unanimously.

Requisition 2019-39 – A Miller/Good motion was made to approve requisition 2019-39 for payment of \$21,829.42 to CS Davidson, Inc. for plant improvements, Saginaw UV system and effluent line abandonment. Motion passed unanimously.

Requisition 2019-40 & 41 – A Benedick/Good motion was made to approve requisition 2019-40, application #9 for project #1 for general construction to PSI Plumbing Solutions totaling \$171,282.34 and requisition 2019-41, application #6, contract #2, for completed electrical work to PSI Plumbing Solutions totaling \$34,155.00. Motion passed unanimously.

Executive Session

At 7:43 PM Chairman Joel Klinedinst called for an executive session to discuss personnel matters.

At 7:55 PM the regular meeting was called back to order.

Adjourn

At 7:56 PM a Good/Miller motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, January 28 - 7:00 PM - 200 North Main Street