

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

January 22, 2018

The Northeastern York County Sewer Authority met on Monday, January 22, 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

Stacey MacNeal

Plant Superintendent

Tom Prowell

Recording Secretary

Pat Poet

No Visitors.

REORGANIZATION

Attorney Stacey MacNeal opened the meeting and asked for nominations for Chairman for 2018. A Good/Nace motion was made to keep the slate of officers the same for 2018 as they were in 2017, as follows: Chairman – Eugene Snell, Jr.; Vice-Chairman – Joel Klinedinst; Secretary – Clair Good; Treasurer – George Miller; Assistant Secretary – John Nace; Assistant Treasurer – Patti Fisher. Motion passed unanimously.

Solicitor Appointment - Chairman Snell asked for a motion to appoint a Solicitor for 2018. A Klinedinst/Fisher motion was made to reappoint Attorney Stacey MacNeal as Solicitor for 2018. Motion passed unanimously.

Engineer Appointment – Chairman Snell requested a motion to appoint an engineer for 2018. A Klinedinst/Good motion was made to reappoint Christopher Toms of CS Davidson, Inc. as Authority Engineer for 2018. Motion passed unanimously.

January 22, 2018

Page 2

Personnel Committee – Chairman Snell reappointed Joel Klinedinst as Chairperson of the Personnel Committee along with Patti Fisher and Clair Good as Personnel Committee members.

Minutes

A Klinedinst/Good motion was made to approve the minutes from the December 18, 2017, meeting as presented. Motion passed unanimously.

Correspondence/Visitors

None.

Operations Report

Employees – Tom Prowell reported all employees have received evaluations and were notified of their 2018 wage rates.

Chlorine Pump – The chlorine pump broke down at the Mt. Wolf plant. As a result, a new one had to be purchased at a cost of approximately \$600.00.

Biosolids Application – An attempt was made last week to inject biosolids at the farm; however, a problem with the ag-gator prevented that from happening. There was a bad disconnect on its battery. Tom is waiting for better weather before attempting to inject again.

Station Dialers – Two new station dialers have been purchased; one for the Wago Road station and one for the Mt. Wolf plant.

Timber Operations at Farm – This operation is progressing slowly. Manchester Township will close Sinking Springs Lane to allow Firestone Landscaping to remove the remainder of pine trees along the road as well as the ones leaning toward the road. Firestone Landscaping estimated they will need three days to complete the project.

Tom noted there is a lot of wood stockpiled on the farm. Firestone Landscaping is having difficulty getting Glatfelter to come out to remove the wood.

Solicitor's Report

Executive Session – Attorney MacNeal reported an Executive Session will be held near the end of this meeting to discuss a criminal investigation.

Resolution 2018-1 – A Miller/Nace motion was made to approve Resolution 2018-1, which adjusts the surcharges for districts three and four. Motion passed unanimously.

January 22, 2018

Page 3

Resolution 2018-2 – A Miller/Nace motion was made to approve Resolution 2018-2, which sets the quarterly rates as follows beginning with the March 1, 2018, billing: District 1 - \$114, District 2 - \$114, District 3 - \$130 and district 4 - \$115.00. Motion passed unanimously.

Resolution 2018-3 – A Good/Klinedinst motion was made to approve Resolution 2018-3, regarding fees for engineering and legal services for Subdivision and Land Development plan reviews and processing. Motion passed unanimously.

Northern Heights Development – The issue with the driveway has been completed as well as the clean-out work.

Workman's Comp Requests – Attorney MacNeal is currently working on changes to job descriptions to add employee safety issues as requested by East Coast Risk Management during their visit. She hopes to have them available by the February meeting.

Central Credit Audit – After discussion, a Klinedinst/Good motion was made not to extend the Authority's agreement with Central Credit Audit for collections. Motion passed unanimously.

Intermunicipal Meeting – The intermunicipal meeting will be held on Monday, February 5th at 9 AM in the administration building. Pat will send out a reminder e-mail closer to the date.

Engineer's Report

Mt. Wolf Upgrade Project – Chris Toms reported the tentative schedule is February 8th to place the advertisement for bidding the project. The equipment has been ordered.

Penn Waste Fueling Station – Chris's comments have been addressed on the plan. The plan will be voted upon when the plans are presented for approval.

Chapter 94 Report – Work is being done to complete this report.

Starbucks EDU's – After reviewing the past several quarters of flows from both Starbuck locations, it was found that Starbucks has purchased enough EDU's to cover their current flow. However, several EDU's should be transferred from one building to another. The Authority suggested a letter be sent to Starbucks explaining the situation to them and requesting the transfer of EDU's.

Mundis Race Road Property – Chris does not have any additional information regarding this property connecting to the sewer. There is a possibility the property could be changed to two or three units, which would increase the sewer connection fee.

School District Water Usage – Attorney MacNeal suggested the water usage at each school building be reviewed to keep track of the EDU's they are using.

January 22, 2018

Page 4

Treasurer's Report

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

Requisition – A Good/Klinedinst motion was made to approve payment of the following requisition: 2018-1 to CS Davidson, Inc. for engineering fees for the Mt. Wolf WWTP Improvement Project totaling \$17,986.12. Motion passed unanimously.

Executive Session – At 7:40 PM, an Executive Session was held to discuss a criminal investigation.

Regular Meeting Reopened – At 8:07 Chairman Snell called the regular meeting back to order.

Adjourn

At 8:08 PM a Miller/Nace motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, February 26 - 7:00 PM - 200 North Main Street