

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

June 25, 2018

The Northeastern York County Sewer Authority met on Monday, June 25, 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 - Absent

Manchester Borough

Clair Good
Gene Snell, Jr.

East Manchester Township

John Nace - Absent
Joel Klinedinst

Engineer

Christopher Toms

Solicitor

Stacey MacNeal

Plant Superintendent

Tom Prowell - Absent

Recording Secretary

Pat Poet

Employee: Rachel Kling. No visitors in attendance.

Minutes

A Fisher/Klinedinst motion was made to approve the minutes from the May 21, 2018, regular meeting and the June 11, 2018, special meeting as presented. Motion passed unanimously.

Correspondence/Visitors

None.

Operations Report

There was no discussion or questions regarding Tom's Operation Report.

June 25, 2018

Page 2

Second Street Station – Pat reported there is an electrical problem at this station. The problem is on Met-Ed's end. Lenny is working with the electrician, Ron Buser from Paradise Electric, to schedule with Met-Ed to repair the problem.

Tree at Farm – Pat reported the Authority received a check from State Farm Insurance for \$2,300.00 for the cost of removing the tree and repairing the ground around the tree. The tree fell down as a result of a car crashing into it.

Authority Operations/Administration

Delinquent Accounts – Rachel Kling reported on several delinquent accounts. Several of those property owners indicated they were going to attend the meeting tonight; however, no one did. After discussion on these accounts, the Authority agreed to not give any extension of time for the 50% payments due or allow any deviation from the Authority's policy on how to handle delinquent accounts and/or water shut-offs.

Contacts with Delinquent Account Customers – Attorney MacNeal suggested the Authority not allow the office staff to discuss delinquent accounts with anyone other than the property owner(s) of those accounts. One exception would be if the person wanting to make contact would have a POA and could provide a copy of that document to the Authority, which would allow staff to speak with the POA representing the property owner. A Klinedinst/Good motion was made to allow staff to speak only with property owner(s) or someone who has a POA representing the owner of property regarding their sewer accounts. Motion passed unanimously.

Authority Audit – Pat reported the 2017 audit has just become available and she will be e-mailing it to all Authority members, Attorney MacNeal and Chris Toms. She will make a hard copy available to Clair Good when they are received.

Solicitor's Report

OT Pay – After reviewing the new wording for overtime pay, it was decided that Attorney MacNeal will again reword the Resolution and have it available at the July meeting for review and possible adoption.

Start Date for Billing – Attorney MacNeal would like to see the staff begin to bill the property owner on the day the final sewer inspection is completed. This is for both residential and commercial/industrial customers. Attorney MacNeal will put together wording for a Resolution on this subject.

Right-To-Know Request – Attorney MacNeal reported she has provided the requested information to Envirodyne Systems in response to their RTK request. Chris Toms and Karen Wilson gathered much of the information for the request.

Engineer's Report

UV/Screening Project – The equipment has not been completed yet for the project. The bid has been awarded and the contract documents will be returned to the Authority for execution after they are received from the contractor.

June 25, 2018

Page 3

Biosolids Permit – Chris reported they have begun working on the renewal of the biosolids permit which is due in October of this year.

Orchard Business Park, Lots 6 & 9A – This project is under construction and most of the testing is completed. The vacuum testing of the manholes needs to be completed.

Zions View Road Warehouse – This plan proposes using twenty-one EDU's and an additional five EDU's for adjacent residential properties. Chris noted there are three issues that remain open for this plan. Attorney MacNeal is going to be in contact with the Township to discuss an agreement with the developer in regards to the tapping fees and connection costs of the five residential properties. Attorney MacNeal had several discussions with the Township regarding the timeline of the notices that will need to be sent out to those five residential property owners that will provide information regarding their sewer connection.

Dollar General – Pat received an e-mail last week regarding renewed interest in Dollar General. Chris and Attorney MacNeal will be in contact with the Township to find out any information available. Dollar General had provided the Authority with security for the project; however, when the project was scrapped, their security was returned.

Mar-Ben Development - This project located on Board Road originally was for two separate buildings with six unit townhomes in each building. The second building was never built. Mar-Ben's security has expired for the second building. Chris sent a letter to the Township summarizing the items that need to be taken care of before sewer permits could be issued for the second building.

Inspections – After discussion, Chris suggested the inspectors take photos of the connections and they can be downloaded into CS Datum. CSD will provide training in doing this at no charge to the Authority.

462 York Street – This house has been torn down by the Township as a result of a fire last August.

Treasurer's Report

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

Requisition – A Good/Fisher motion was made to approve payment of the following requisition: #2018-9 to CS Davidson, Inc. for engineering fees totaling \$18,964.98. Motion passed unanimously.

Adjourn

At 8:10 PM a Klinedinst/Fisher motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, July 23 - 7:00 PM - 200 North Main Street

