

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

August 27, 2018

The Northeastern York County Sewer Authority met on Monday, August 27, 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 filling in for Atty. Stacey MacNeal

**Recording Secretary/Acting Plant Superintendent**

Pat Poet

**Visitors**

Christian Jordan, Peter Nestlerode and two customers – Michelle Mallory of Greenfield Street and a tenant who lives in his brother’s property on North Liverpool Street.

**Minutes**

A Klinedinst/Fisher motion was made to approve the minutes from the July 23, 2018, regular meeting and the August 13th special meeting including amending a motion in the August 13<sup>th</sup> minutes on the first page under Employee Termination replacing the word “immediately” with “August 14<sup>th</sup>, 2018”. Motion passed unanimously.

### **Correspondence/Visitors**

**Michelle Mallory** – Mrs. Mallory, who lives on Greenfield Street, asked the Board for an extension of time to pay her amount due. Her water is due to be shut off on Wednesday of this week. After discussion, a Klinedinst/Good motion was made to give Mrs. Mallory thirty (30) days from today to pay the amount due as discussed with Rachel. Motion passed unanimously. Mrs. Mallory assured the Board she will be paying one half on Friday and the other half two Fridays after that.

**Mohammad Nur's Brother** – Mr. Nur's brother, who is living in Mr. Nur's property on N. Liverpool Street, was in attendance to request an extension of time to pay his bill. His water is due to be shut off on Wednesday of this week. After discovering that he is a tenant in this property, Pat noted she believes there is a different water shut off procedure the Authority must use. Attorney Katherman agreed and relayed that she will be looking into the requirements of water shut off for a tenant occupied property. The Board told Mr. Nur's brother that his water will not be shut off on Wednesday and that he will be contacted in the near future after Attorney Katherman investigates the correct shut off procedures.

### **Operations Report**

Pat reviewed the Operations Report with the Board.

**Excessive Rain/Flooding** – Because of the rain and flooding situation, Peter Nestlerode sent four letters to DEP, one for each of the two flooding events for both the Mt. Wolf Plant and Saginaw Plant to satisfy DEP's five-day letter request.

**Musser Run Pump** – Peter noted one of the three pumps is not working at this station. He feels there may be something stuck in the valve. A Klinedinst/Miller motion was made to authorize Peter to contact Heim to make the necessary repairs to the pump. Motion passed unanimously.

**Gas Alert Meter** – A Klinedinst/Miller motion was made to authorize purchase of a second gas alert meter from Susquehanna Safety Solutions. Motion passed unanimously.

**2<sup>nd</sup> Street Station** – There continues to be power issues at this station. Pat will contact Met-Ed regarding this. Joel noted there have been Met-Ed trucks in the Saginaw area and their power was out for several hours a few days ago.

**Sinking Springs Farm** – Peter discussed the brush piles, wood, etc. that have been piling up at the farm. Employees are going to be cleaning this up in the near future. Some suggestions were to make contact with some area people who pick up brush and lumber and turn the material into mulch.

**Influent Slug** – On August 21<sup>st</sup>, an orange substance appeared in the influent at the plant. Pat contacted DEP, Peter took a grab sample and Christian took photos of the material. Pat sent the required letter to DEP, Peter also spoke with DEP and Christian shared his photos with them as well. Employees were unable to determine where the slug originated. Pat contacted several area businesses questioning if they knew of any discharge from their facility; however, no one claimed responsibility.

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Camper at Farm – After discussion, a Good/Fisher motion was made to request Pat to draft a letter to the person who is storing a camper at Sinking Springs Farm giving them thirty days to remove it. Motion passed unanimously.

Employment Ad – The ad for the Plant Superintendent's position has been advertised on the Authority's website, in the newspaper, on-line and on the PRWA website.

Safety Training – Discussion was held regarding safety training for employees. John Nace explained how Rettew provides safety training through seminars and webinars and also does walk throughs of plants to determine any safety problem areas. Employees could also possibly obtain certification on confined space entry through this program. The Board requested John to obtain pricing for this type of service.

### **Authority Operations/Administration**

Nothing to report.

### **Solicitor's Report**

Job Descriptions – Attorney Katherman noted the handouts of the revised job descriptions for Plant Superintendent and Operation/Maintenance position. There were no comments on the revisions.

Letter to Owners of Farm #1 at Sinking Springs – Currently the Authority reimburses the owner of six acres of land on Farm #1 that Star Rock Farm uses but is not owned by the Sewer Authority. This parcel changed ownership recently and Attorney Katherman asked if the Authority wishes to continue the agreement the way it was with the previous owner, or request the current owner to deal directly with Star Rock Farms. A Klinedinst/Miller motion was made to send a letter to the new property owners of Farm #1 informing them they will need to contact Star Rock Farms and deal directly with them for future payments of the acres farmed. Motion passed unanimously.

Possible Acquisition of Land – Attorney Katherman noted that Attorney MacNeal hopes to provide additional information at the September meeting regarding this land.

### **Engineer's Report**

Equipment Upgrade – Chris Toms hopes to have more information on the equipment being manufactured for the upgrade by next months meeting as well as an updated project schedule.

Blower Replacement – Chris has contacted Todd Steinbach at AeroMod and is waiting to hear back from him regarding costs for blower replacement.

Farm Permit Renewal – CSD is working on this application. A check needs to be made out to the State for \$500.00 for this application to be submitted to DEP.

New Saginaw Draft Permit – The draft permit for the Saginaw plant has been received from DEP. Chris will be asking for a thirty-day extension and hopes to meet with DEP regarding these changes. He is concerned about some very significant changes made to the parameters for Chlorine and others that will be difficult to meet with the current equipment at the Saginaw plant.

Farm Mapping – Jim Bridges from CSD's office is working on new mapping for the farm and is assisting staff as needed regarding biosolids application and Discharge Monitoring Reports.

Sludge Transfer Pump – The sludge transfer pump is not working. Employees are taking sludge out of the digester using the tanker pumps. Motor Technology looked at the pump; however, they said it was beyond repair. Motor Technology gave Peter a price of \$28,000 to replace the pump with a ten-week lead time. Chris is going to assist in contacting other manufacturers to see what other pumps are available.

Collection Line Maintenance – An inventory should be taken of the lines Chase had televised for future work needed on the collection system.

220 Lynne Drive – Chris said CSD employees went out and staked the easement across this lot; however, some of the stakes are now missing. Those stakes will be replaced.

Farm Conservation Plan – After discussion, Chris will attempt to set up a meeting with a representative of the Farm & Land Natural Trust to discuss this plan to confirm the plan is being followed.

Operational Audit – Chris provided information on a possible operational audit and/or part-time supervisory/technical assistance by Select Environmental Solutions. After discussion a Klinedinst/Miller motion was made to contract for an operational audit to be completed by Select Environmental Solutions, not to exceed a cost of \$5,000. Motion passed unanimously. Chris will contact Select Environmental Solutions to schedule the audit.

### **Treasurer's Report**

Invoices – A Miller/Good 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: #2018-12 to CS Davidson, Inc. for engineering fees for the Mt. Wolf upgrade project totaling \$2,448.41. Motion passed unanimously.

Chairman Snell called for an Executive Session to discuss a personnel issue.

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*Executive Session* – At 8:40 PM the Executive Session went into session.

*Adjourn Executive Session* – The Executive Session ended at 8:52 PM.

Chairman Snell called the regular meeting back to order.

*Adjourn*

At 8:53 PM a Good/Klinedinst motion was made to adjourn. Motion passed unanimously.

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