

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

November 26, 2018

The Northeastern York County Sewer Authority met on Monday, November 26, 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

Engineer

Christopher Toms

Solicitor

Atty. Stacey MacNeal

Recording Secretary

Pat Poet

Visitors

Employees: Rachel Kling, Christian Jordan, and Todd Kline.

Minutes

A Good/Miller motion was made to approve the minutes from the October 22nd regular meeting and the November 12th special meeting. Motion passed unanimously.

Executive Session

Chairman Snell announced an Executive Session will be held towards the end of the meeting to discuss personnel matters.

Correspondence/Visitors

None.

Operations/Administration Report

2019 Budget – Pat provided copies of the updated budget with changes included from the first budget meeting. The next budget meeting will be advertised and held on Wednesday, December 5th beginning at 6 PM.

Biosolids Classes – DEP has not scheduled any of these classes for 2019 as yet. Pat will continue to review the website and when the classes are scheduled, will sign up at least one or more employees.

The Operations Report was reviewed.

Aggator Storage – The possibility of placing some type of shelter for the aggator behind the barn was discussed. Chris Toms provided one contact to Christian that may have the product the Board is looking for. Prices will be worked up and Attorney MacNeal noted Manchester Township will need to be contacted regarding a building permit for this structure, as well as informing Rochelle Black from Farm & Natural Lands Trust. More information will be discussed at the December 5th meeting.

Trail Camera – This camera has been purchased and employees will be installing it at the farm.

Orchard Park Pump Station – Discussion was held regarding the problem of rags, towels, etc. getting stuck in this station and whether a second letter should be sent to the companies in Orchard Business Park. Todd Kline explained the pumps are now alternating and perhaps that will help alleviate the problem. It was suggested to wait a few more weeks to determine if the situation continues to improve. If not, a second letter will be sent out.

TV Truck – Attorney MacNeal said she now has enough information to place an ad in Municibid; however, the Board should decide what amount of money they would like to receive for this truck. This amount should be determined by the December 5th meeting and that amount can then be provided to East Manchester Township in the event they would want to purchase the truck.

BNY Mellon Bank – BNY informed Pat that from now on, any requisition for payment from the Trust funds over \$50,000 needs additional phone approval. An Incumbency Certificate was prepared for signature by some of the Board members which should satisfy BNY.

Safety Grant from KMIT – The Board had no problem with applying for this \$2,500 grant from KMIT. Pat will complete the paperwork and provide the Board with a copy for approval prior to submitting it.

Air Compressor Purchase – Christian Jordan explained to the Board a need to replace the air compressor for the operation of the Mt. Wolf plant. Currently there are two compressors; however only one is working. He recommended replacing the two compressors with one larger compressor. Christian provided a copy of a proposal from Ingersoll Rand. A Nace/Miller motion was made to purchase the air compressor from Ingersoll Rand at a cost of \$5,495.00. Motion passed unanimously.

Chlorine Line Problem – Christian and Todd explained this problem at the Mt. Wolf plant. Christian contacted Neil Gingerich to see if he could install a new line. He came and looked at the project and will get back to Christian with a price.

Future Meeting – Attorney MacNeal suggested the Authority have a meeting at the plant in the Spring or Summer and employees could take Board members around the plant to discuss equipment, etc. She noted York City Sewer Authority tries to do this on a yearly basis. The Board was in agreement with this and will discuss the details at a later meeting.

Solicitor's Report

Job Descriptions – The Board decided to wait to vote on the job descriptions until Joel Klinedinst could attend the meeting. He is chairperson of the Personnel Committee. The one item that needs to be determined is if the Plant Manager's position is an exempt or non-exempt position.

Nutrient Credit Trading Agreement – Attorney MacNeal recommended this agreement be voted upon now that it is available. At the special meeting, the Board agreed they wanted to move ahead with selling the nutrient credits to Sheetz in Duncannon. A Fisher/Miller motion was made to approve the agreement between the Authority and Sheetz to sell them nutrient credits for a total of \$2,156.00. Motion passed unanimously.

Engineer's Report

Plant Project – Chris Toms noted he will have more to report on the plant project at the December meeting.

Biosolids Permit Renewal – CSD's office continues to work on the submission of this permit renewal. DEP has given the Authority a sixty-day extension to submit the renewal, which would be December 9th, 2018. All required testing has been completed and Chris is hopeful DEP will allow biosolids to be directly applied to the farm not only from the Mt. Wolf plant, but the Saginaw plant as well.

Collection Line Maintenance – Chris reminded the Board that he recommended \$93,000 should be placed in the annual budget for collection line maintenance annually over the next five years. He realizes the extra costs with the project going on and the UV system that will have to be installed at the Saginaw Plant before the end of next year, but suggests the Board not forget the line maintenance in the budgeting process. Chris reported televising services can now be purchased through COSTARS.

Treasurer's Report

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

Requisitions – A Miller/Good motion was made to approve payment of the following requisitions: #2018-17 to CS Davidson, Inc. totaling \$10,716.81 for engineering fees for the plant project and #2018-18 to Winter Engine for the load block test on the generator at the Mt. Wolf plant totaling \$952.00. Motion passed unanimously.

November 26, 2018

Page 4

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

Adjourn Executive Session - At 8:20 PM Chairman Snell ended the Executive Session and called the regular meeting back to order.

Personnel

A Miller/Fisher motion was made to approve an increase in wages for the Licensed Operators at the plant, effective with this current pay period. Motion passed four ayes. Clair Good abstained.

Adjourn

At 8:23 PM a Miller/Good motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, December 17 - 7:00 PM - 200 North Main Street (3rd Monday)