

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

May 22, 2017

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

Manchester Borough

Clair Good - Absent
Gene Snell, Jr.

East Manchester Township

John Nace
Joel Klinedinst

Engineer

Christopher Toms

Solicitor

Stacey MacNeal

Plant Superintendent

Tom Prowell

Recording Secretary

Pat Poet

Visitors: Rachel Kling, Karen Wilson, Guy Stringfellow and Elise Deenen.

Minutes

A Klinedinst/Fisher motion was made to approve the minutes from the April 24, 2017, meeting. Motion passed unanimously.

Correspondence/Visitors

Guy Stringfellow – Mr. Stringfellow received notice of pending water shut on May 24th to his property. He explained that he recently inherited this home located at 126 South Main Street in Mt. Wolf Borough from his deceased mother. Mr. Stringfellow explained his situation and is asking the board for an extension to pay his bill. When he receives expected check, he will be able to pay his account in full, which should be next month some time. Because of extenuating circumstances, a Klinedinst/Fisher motion was made to give Mr. Stringfellow a thirty-day extension for payment of his past due sewer bill. Motion passed unanimously.

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Elise Deenen – Ms. Deenen is a tenant at 163 Greenfield Street. This property is scheduled for water shut off on May 24th and is owned by Austin Miller. After discussion with Ms. Deenen, a Klindedinst/Fisher motion was made to give Ms. Deenen a thirty-day extension to pay the initial 50% of the sewer bill. Motion passed unanimously. It was further explained to her that she must not miss any monthly payments after that 50% initial payment or the entire amount will be due in order to keep her water service.

Operations Report

Grease Trap Program – Tom Prowell reported second notices were distributed to those businesses who did not respond to their initial notice. He has been receiving information and answering questions from customers and hopes to be able to continue to make progress with this program.

Blower Issues – Tom informed the Authority the blowers continue to have problems shutting off and then not restarting as they should at the Mt. Wolf plant. Christian has been working on the problem and has received the material to rewire parts of the system. If rewiring does not correct the problem, Tom feels he has no other option than to request someone from Aeromod visit the plant to evaluate the blowers.

Hauling – Biosolids hauling to the farm has been completed until early July when the corn is harvested. The Agator has been brought back to the plant for maintenance and modification. Star Rock Farms does not have equipment to be able to move the frac tanks, therefore Tom will be contacting a towing company when the tanks need moved to a different field when hauling resumes.

DEP Draft Permit for Mt. Wolf Plant – Tom has been in contact with Jin Su Kim, the permit writer at DEP, regarding the draft permit. Both Chris Toms and Karen Wilson are keeping in contact with DEP as well.

Administration Building Generator – Tom had Ron Busser, an electrician who does Authority electrical work, review the wiring in the administration building to determine exactly what would be run off the generator should an electrical outage occur. He discovered none of the lighting is connected; but a few of the lights were battery powered. Mr. Busser estimated he could run additional wiring from the lights to be connected to the generator for \$650 to \$1,000. Joel questioned why the entire building couldn't be connected to the generator through a transfer switch. Tom will check with Mr. Busser to see if that is possible.

Authority Operation/Administration

88 Maple Street, Mt. Wolf – Pat reported the alleged owners of this property filed for a Conditional Use Hearing with Mt. Wolf Borough and admitted this property has been changed into two dwelling units without obtaining approval from the Borough. Attorney MacNeal has e-mailed the Mt. Wolf Borough solicitors and asked if they would add a condition of approval of the Conditional Use to require the property owner to pay the Sewer Authority for a second tapping fee. She has not received a reply to her request.

Requisitions – The audit began last week and the auditors requested Pat to pass on to the Authority that any amounts paid through a requisition will be capitalized.

Audit Quotes – Kochenour Earnest Smyser-Burg will be sending the Authority a quote for three audits beginning with the 2017 audit.

Resolution Spreadsheet – Pat presented the Board with a spreadsheet of all the Resolutions the Authority has adopted since its inception.

Solicitor's Report

White Dove Car Wash EDU Purchase – Attorney MacNeal explained that Mr. Mulay originally wanted to pay the five EDU's he is required to purchase by making equal monthly payments over twelve months. He had made the initial payment in the beginning of May. Attorney MacNeal suggested Mr. Mulay make payments for only whole EDU's, not partial ones. Mr. Mulay is planning on paying the remainder of the first EDU the beginning of June. After discussion, a Nace/Fisher motion was made to give Mr. Mulay twelve months to purchase the five EDU's he needs, noting the tapping fees can be paid in total at the end of that twelve months, or periodically, in whole EDU amounts only. Motion passed unanimously.

Employee Handbook – Attorney MacNeal provided copies of a draft employee handbook to everyone. The document was reviewed and suggested changes were noted. Attorney MacNeal will revise the handbook and provide copies to the Board. This handbook could be approved at the June meeting.

Engineer's Report

Chris Toms noted he did not prepare an engineer's report as there was nothing new to add from last month's report.

Orchard Business Park – Chris is reviewing the maintenance security at Orchard Business Park.

Draft NPDES Permit – Work on finalizing the draft permit for the Mt. Wolf plant is continuing.

Treasurer's Report

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

Requisitions – A Klinedinst/Fisher motion was made to approve the following requisitions for payment: 2017-8 for payment to Heim Electric totaling \$3,870.00 for repairs to the 2nd Street pump station; 2017-9 totaling \$500.78 to CS Davidson, Inc. for engineering fees for the Mt. Wolf WWTP improvements; 2017-10 for payment to Keystone Pump and Power LLC to rent two diesel trash pumps for one week totaling \$2,823.50; and 2017-11 to Abel Recon totaling \$20,500.00 to re-line the wet well at the Mt. Wolf plant. Motion passed unanimously.

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Miscellaneous

John Nace noted he will not be able to attend the June Authority meeting.

Adjourn

At 8:26 PM a Klinedinst/Fisher motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, June 26, 2017 - 7:00 PM - 200 North Main Street