

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

October 23, 2017

The Northeastern York County Sewer Authority met on Monday, October 23, 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 - Absent  
Joel Klinedinst

**Engineer**

Christopher Toms

**Solicitor**

Stacey MacNeal

**Plant Superintendent**

Tom Prowell

**Recording Secretary**

Pat Poet

No Visitors

**Minutes**

A Klinedinst/Good motion was made to approve the minutes from the September 25, 2017, meeting. Motion passed unanimously.

It was recently discovered that a motion to approve the Operating Reserve Policy was not included in the February 22, 2016, minutes. A Klinedinst/Fisher motion was made to approve the amended minutes from February 22, 2016, which added the Operating Reserve Policy motion. Motion passed unanimously.

**Correspondence/Visitors**

None.

### **Operations Report**

**Biosolids Application** – Tom Prowell reported the corn has been harvested from the fields at Sinking Springs Farm and there will be ample fields available for biosolids application for the year.

**Timber Operation** – An extension of December 31<sup>st</sup> of this year was given for completion of this project because of removal of additional trees that were not included in the original agreement. Tom has received approval from Farm Natural Land Trust to remove the pine trees along Sinking Springs Lane. The logs will be transported to Glatfelter Paper Company and the Authority will receive \$3.00 per ton.

**Billboard at Farm** – Attorney MacNeal has not received a reply from Lamar Advertising from an e-mail she had sent to them regarding this sign. She will be in contact with them to find out if the sign will be removed.

**Landowner Agreements at Farm** – Tom Prowell had questions regarding the three landowner agreements at the farm. Attorney MacNeal will meet with Tom to review the agreements.

**Talen Energy** – Tom noted Pat received a letter from Talen Energy stating the suspension of three different public accesses on Brunner Island property effective November 1, 2017. The Sewer Authority outfall line runs over Talen property and Tom was concerned about the access to this line. Tom is going to contact Talen regarding this access.

### **Authority Operation/Administration**

**2018 Draft Budget** – Pat presented everyone with a copy of the updated draft budget. Changes were made to the original draft as a result of the budget committee meeting on October 16. The regular budget meeting will be held on Monday, November 20<sup>th</sup> beginning at 9 AM. This meeting will be advertised.

**Operating Reserve Policy** – This policy was reviewed along with figures indicating six month average operating expenses of 1.2 million dollars. After the next bond payments are made in March and April of 2018, this policy will be reviewed again in May to decide if funds should be transferred and if any accounts should be closed.

**PA One Call Door Hangers** – Pat reported that an e-mail was received from PA One Call with a sample door hanger that could be used to place on residents' homes near where employees have marked sewer lines. These hangers would explain the reason the paint or flags were used on their property and to ask residents not to remove the flags. PA One Call also provided a survey to complete to determine if there was an interest in this door hanger. In the future, PA One Call may be sending out an electronic door hanger that could be modified as needed and the Authority could print it out for their own use. The Authority was interested in using door hangers for this purpose.

**Telemarketing Complaints** – Pat had reported a telephone number to the Bureau of Consumer Protection that constantly calls the Authority Office, sometimes several times a day, and no one is on the line when answered. The Pennsylvania Attorney General's Office responded and advised the Authority that the Telemarketer Registration Act does not apply to business numbers, and therefore they cannot process the Authority's complaint.

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New Customer Letter – Pat presented a draft of a letter that could be sent out to new customers explaining their bills, providing general information and including a “no flush” items listing. The Authority was in agreement with sending this letter to all new customers.

Basin on North Main Street – Pat reported Gordon L. Brown & Associates, Mt. Wolf Borough’s engineering firm, inspected the basin on Authority property in the woods along North Main Street. A letter was received from Brown’s office noting there were no problems with the basin and no action is required by the Authority.

Gold Fish at Previous New York Wire Property – Pat was happy to report that all of the gold fish were rescued and all found new homes. Authority personnel had rescued a number of fish, then someone contacted the SPCA who sent out the Animal Control Officer who removed the remaining fish. A resident of the area had contacted the Authority Office prior to the SPCA removing the fish and had received permission from the property owner to remove some fish for her father’s pond. As a thank-you to Authority employees, she dropped off a tray full of Gold Fish crackers and Swedish Gold Fish! The property owner has begun filling up the concrete tank with clean fill.

**Solicitor’s Report**

No report.

**Engineer’s Report**

Newberry Township Annual Calculations – Chris Toms reported the new calculations have been completed for the charges per 1,000 gallons the Authority charges Newberry on a quarterly basis. This calculation is based upon Authority expenses. The new rate for 2018 will be \$4.41/1,000 gallons. The current rate is \$4.17/1,000 gallons.

Plant Project – Chris informed Tom he should be receiving prices from both Glasco and Lakeside for equipment for the outfall project.

Maintenance Security – Chris discussed maintenance security for Northern Heights regarding driveway damage that occurred. This security expires in February of 2018. After discussion, Attorney MacNeal felt this work needs completed prior to the November Authority meeting. Tom will take a look at the work that has been completed to determine what work remains outstanding. The work in Rolling Meadows should now be completed. Attorney MacNeal will make contact regarding the adoption of those lines in the development.

**Treasurer’s Report**

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

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Requisition – A Klinedinst/Good motion was made to approve the following requisition for payment: 2017-19 to CS Davidson for engineering fees for the Mt. Wolf WWTP improvements totaling \$20,594.90. Motion passed unanimously.

**Adjourn**

At 7:42 PM a Klinedinst/Good motion was made to adjourn. Motion passed unanimously.

**NEXT REGULAR MEETING - Monday, November 27 - 7:00 PM - 200 North Main Street**

**Budget Meeting - Monday, November 20 - 9:00 AM - 200 North Main Street**