

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

March 28, 2016

The Northeastern York County Sewer Authority met on Monday, March 28, 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

George Miller
Patti Fisher

Manchester Borough

Gene Snell, Jr.

East Manchester Township

John Nace
Joel Klinedinst

Engineer

Chris Toms

Solicitor

Stacey MacNeal

Plant Superintendent

Tom Prowell

Recording Secretary

Pat Poet

Visitor present: Karen Wilson

Minutes

A Miller/Nace motion was made to approve the minutes from the February 22, 2016, meeting. Motion passed unanimously.

Correspondence/Visitors

Thomas Leese Letter – After reviewing Mr. Leese’s letter, a Klinedinst/Fisher motion was made to give Mr. Leese a thirty day extension from today’s date to make his 50% payment to prevent water shut off. Motion passed unanimously. Pat will send a letter to Mr. Leese informing him of the Authority’s decision.

Operations Report

Mixer Replacement – Tom Prowell reported on a problem they are having with the new mixer that was recently installed. It is still under warranty but it appears that there was an incorrect relay installed in the control panel. He is in the process of getting the correct relays installed. During this process, it was discovered that the seal and warning lights were never connected when the upgrade of the plant took place. B & R Electric was the contractor at that time. WILO, the manufacturer of the mixer, said they will not honor the warranty on the mixer if the warning system is not operational. At this point, Tom is going to move ahead and have the warning system connected. In the meantime, Chris Toms will gather information as to why the warning system was never operational from the beginning and will also review the original contract for the work. He will report to the Authority when he obtains more information.

Biosolids Analysis – Tom shared with the Authority that Labs Inc. made an error last year in the calculation of PCB's in the biosolids, which resulted in an inaccurate analysis report. DEP discovered the error, and Labs Inc. corrected the report and forwarded it to the Authority. This same error in calculation occurred with several different Authorities/Municipalities. DEP requested additional information, which Tom provided. Tom expects a reply from DEP in the near future. Tom noted the annual 2016 sludge analysis report has been received and the results are well within normal levels.

Lateral Camera – A repair was made to this camera, which was approved during last month's Authority meeting. Unfortunately, the repair did not work and because of the age of the camera, parts can no longer be purchased. Rausch USA agreed to accept the old camera as a trade in on a new camera, giving the Authority a \$9,500 trade in value. A Klinedinst/Miller motion was made to authorize the purchase of a new lateral camera from Rausch USA at a cost of \$10,910.00. Motion passed unanimously. A requisition will be presented for approval later during the meeting.

Authority Administration

Electric/Gas Purchase – Pat reported that she has received a proposal from EMEX for purchasing gas and electric at a reduced rate and shared this information with the Authority. EMEX would conduct a "live auction" on a date the Authority chooses and different companies would bid until the lowest bid is offered. After discussion, the Authority decided it is not accepting unsolicited offers from energy providers at this time.

Notary – Rachel was unable to attend the meeting this evening, but wanted to share that she has received all the necessary training and equipment required and has become an official Notary. She is now able to notarize documents for the Authority.

Website – Pat questioned Attorney MacNeal if it is necessary to post the cost of copies on the Authority's website under the Right-to-Know tab. Attorney MacNeal said it is not necessary, nor required by law, to include that information on the Authority's website.

Solicitor's Report

Hunting Policy – Attorney MacNeal reported that Tom has drawn up new hunting policies for Authority property and they are now in place. Joel Klinedinst suggested a letter be sent to Carl Dallmeyer regarding the policy and how it affects the area around the Saginaw plant.

Transfer to BRIF – The transfer of funds from 2015, which are comprised of the amount of tapping fees received in excess of the 2015 budget, along with the savings of the refinancing, have been transferred into the BRIF with the Trustee at BNY Mellon Bank. The next transfer will take place in April for the first quarter of this year.

Possible Fixing of Interest Rates – Attorney MacNeal shared information she received from Gordon Walker regarding options the Authority has to possibly change variable interest rates to fixed rates on current loans for either the life of the loan or a certain number of years of the loan. Gordon will be in attendance at the April Authority meeting to provide the latest figures and make recommendations for changes that would be favorable to the Authority.

Brenner Settlement – Attorney MacNeal requested approval of the Brenner Settlement Agreement and Mutual Release that Mr. Brenner has agreed to and signed. A Klinedinst/Fisher motion was made to approve signature of the Brenner Settlement Agreement and Mutual Release. Motion passed unanimously.

Northern Heights Televising Lines – The Authority has required the lines to be televised in Northern Heights prior to adopting those lines. The developer was looking for a contractor to do that work, but has now reconsidered and has requested Authority personnel to perform that task. An agreement was drawn up, which the developer now has in his possession. It requires a \$14,000.00 deposit be kept in escrow by the Authority until completion of the work. After final calculations are completed, either a refund will be provided to the developer, or an invoice for costs over \$14,000. A Miller/Nace motion was made to accept the agreement and authorize signature of the agreement after it is signed by the developer. Motion passed unanimously. After the signed agreement and payment are received, the work on televising the lines can begin.

Trustee – Attorney David Twaddell is currently working on changing the Indenture. Attorney MacNeal has no specifics to report at this time.

Rules & Regulations – Proposed changes and updates to the Authority's Rules and Regulations were reviewed. Attorney MacNeal asked the Authority to review the changes and is proposing they be voted upon at the May meeting.

Commercial/Industrial Billings – Attorney MacNeal informed the Authority that the way industrial/commercial properties are billed has been discussed with staff and Chris Toms. Pat is working on different options to calculate the billings and number of base rates used for that calculation, whether by building, by number of tenants or by water meters. This topic will be discussed further; however any changes to the way the bills are calculated probably will not happen until next year.

Intermunicipal Meeting – The Intermunicipal meeting was held on March 7th. There were no questions or comments regarding the meeting, other than it went well. All three municipalities were represented.

Engineer's Report

Thornton Chevrolet Plan – Chris Toms reviewed the plan and explained that he requested a note to be added on the plan regarding the 13 grandfathered EDU's. A note was also required stating the four laterals to the homes that will be demolished or moved be permanently capped. The Authority office will need to be notified when those lines are cut and the Authority's inspector will be required to inspect the capping of those four lines. A Fisher/Klinedinst motion was made to approve Thornton's Reverse Subdivision and Final Land Development plans. Motion passed unanimously.

Chapter 94 Reports – Chris reviewed the information he provided to the Authority regarding the Chapter 94 reports, which will be sent to DEP this week.

Treasurer's Report

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

Requisitions – Gene Snell provided the following four requisitions for approval: **2016-5** to Iron Horse Environmental for purchase of a digester mixer totaling \$7,280.70; **2016-6** to Clear View Excavation, Inc. for replacing a sewer line on Hickory Drive totaling \$16,980.00; **2016-7** to Rush Crane & Refuse Systems International for \$154,804.14 for the purchase of a new 2015 Peterbilt Tanker and **2016-8** to Rausch USA for purchase of a new lateral camera costing \$10,910.00. A Nace/Klinedinst motion was made to approve payment of requisitions 2016-5, 6, 7 and 8. Motion passed unanimously.

Adjourn

At 8:17 PM a Miller/Nace motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, April 25, 2016 - 7:00 PM - 200 North Main Street

