

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

December 19, 2016

The Northeastern York County Sewer Authority met on Monday, December 19, 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

Stacey MacNeal

Plant Superintendent

Absent

Recording Secretary

Pat Poet

Visitor: Rachel Kling and Karen Wilson.

Minutes

A Miller/Fisher motion was made to approve the minutes from the November 28, 2016, meeting. Motion passed unanimously.

Correspondence/Visitors

A thank you letter was received by the Lincoln Intermediate Unit 12 for the donation to iPads for Autism from the golf outing. The LIU was the recipient of several iPads from that donation.

Operations Report

No report in Tom's absence.

Authority Operation/Administration

Computers – Pat reported the two new computers have been delivered and should be set up by sometime next week. A requisition will be presented later for payment of the computers.

Holiday/Weekend Pay – After discussion it was decided to pay an additional four hours straight time to any employee working the weekend shift if a holiday falls on a Saturday or Sunday. Attorney MacNeal suggested this policy should be put in writing.

Monthly DeIVal Payment – The automatic payment is not yet set up with DeIVal. BNY Mellon suggested this month's payment be made by wire since the payment will no longer pass through BNY. Pat contacted BB&T and was informed two signers will need to stop in at the branch to sign paperwork so the wire can be completed. Chairman Snell will stop in tomorrow morning with the necessary account information to set up the wire and he will then contact Treasurer George Miller to let him know the paperwork is ready for his signature.

Solicitor's Report

Rate Resolutions – Attorney MacNeal presented the two annual Resolutions to approve. 2016-9 reduces the surcharge per quarter for Districts 3 and 4. 2016-10 adjusts the quarterly rates for all districts as per Resolution 2016-9 effective with the March 1, 2017, quarterly billing as follows: Districts 1 & 2 - \$110.00, District 3 - \$134.00 per quarter and District 4 - \$118.00 per quarter. A Klinedinst/Good motion was made to approve Resolutions 2016-9 and 2016-10, adjusting the rates effective with the March 1, 2017, billing. Motion passed unanimously. John Nace noted these adjustments will be completed in 2020 when all current districts will be paying the same base rates.

Draft Resolutions – Attorney MacNeal drafted two Resolutions to be reviewed by the Authority Board for possible adoption at the January, 2017, meeting. Draft Resolution 2017-1 effects only commercial and industrial customers by reducing the minimum number of gallons included in their quarterly base rate from 25,000 to 15,000 gallons before being charged a surcharge of \$8.00 per 1,000 gallons. Mixed use combinations are also addressed in this draft Resolution as well as the way shopping centers will be billed. Draft Resolution 2017-2 addresses quarterly rate surcharges in District 5 (institutional users), by changing the surcharge from \$4.40 per 1,000 gallons to \$5.00 per 1,000 gallons.

Fence License Agreement for 100 Rentzel Drive – A Klinedinst/Miller motion was made to approve the license agreement between the property owner of 100 Rentzel Drive and the Authority regarding a fence the property owner installed agreeing to keep the fence at least five feet from the sewer main. Motion passed unanimously.

December 19, 2016

Page 3

Engineer's Report

DEP General Permit Application – Engineer Chris Toms reported the General Permit for the new outfall location is ready to submit.

CFA Grant – Chris reported they have answered follow-up questions regarding this grant that was applied for. He suggested the Authority contact their legislators for support in receiving the grant.

Orchard Business Park II Security Reduction – A letter was received from Kinsley Properties requesting a release of the security in the amount of \$124,428.70 and offering the sewer lines for dedication. Chris will verify all work has been completed and will make a recommendation at the January meeting on this request.

Treasurer's Report

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

Requisitions – A Good/Klinedinst motion was made to approve Requisition 2016-29 for a \$2,108.00 payment to Copernicus for purchase of two Dell computers. Motion passed unanimously.

2017 Budget – A Klinedinst/Good motion was made to adopt the 2017 budget as presented. Motion passed unanimously.

Chairman Snell wished everyone Happy Holidays.

Adjourn

At 7:37 PM a Miller/Nace motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, January 23, 2017 - 7:00 PM - 200 North Main Street

