

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

May 18, 2015

The Northeastern York County Sewer Authority met on May 18, 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 (Absent)  
Patti Fisher

**Manchester Borough**

Clair Good  
Gene Snell, Jr.

**East Manchester Township**

John Nace  
Joel Klinedinst

**Engineer**

Chris Toms

**Solicitor**

Stacey MacNeal

**Plant Superintendent**

Tom Prowell

**Recording Secretary**

Pat Poet

**Special Projects Coordinator**

Tom Beakler (Absent)

Visitors present were Todd Kline and Christian Jordan.

**Minutes**

A Good/Nace motion was made to approve the minutes from the April 27, 2015, meeting. Motion passed unanimously.

**Visitors/Correspondence**

None

**Operations Report**

Tom Prowell reviewed his monthly report with the Authority.

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Pump Station Dialers – Tom Prowell reported on the purchase of two new dialers for two pump stations. These items were budgeted this year. He is waiting on the installation information, which should be coming this week.

DEP NPDES Permit – Tom P. spoke with the DEP permit writer. DEP is currently working on the draft permit for Mt. Wolf, however they will most likely just re-issue a new permit without any changes because of the timetable for the project to move the outfall line. When that project is underway, they will then issue a new permit with different parameters and regulations for the Mt. Wolf plant. The current NPDES permit the Mt. Wolf plant is operating under expired in February of 2013.

UV System & Screening – Equipment reps for UV Systems and screening equipment were contacted regarding this equipment. Additional information will be available soon on these systems.

Capital Improvements Plan – Tom P. reported on the capital improvement plan he and Chris Toms have been working on. Chris will report on this later in the meeting.

PPL Meeting – A meeting was held with PPL regarding the outfall line and the plan to abandon the line. PPL was happy to hear of the Authority's plans to change the outfall location. Tom P. said PPL is willing to work with the Authority on this and the only thing the Authority may have to do is to cap one end of the outfall pipe and PPL will take care of the remainder of the pipe. Attorney MacNeal is working on a letter of intent with PPL and after the Authority receives a permit, she will be preparing an agreement between the Authority and PPL.

### **Special Projects Report**

No report in Tom Beakler's absence.

### **Authority Administration**

Vision Insurance – Pat provided the Authority with pricing from two different vision insurance plans that Vision Insurance of America, VBA, offers. After discussion, a Klinedinst/Fisher motion was made to purchase the vision insurance plan from VBA that covers once a year exam and lenses and once every two years for frames for all full time employees. Motion passed unanimously.

Susquehanna Bank – Representatives from Susquehanna Bank visited the Authority office to discuss the change to BB&T Bank. They also provided information on different security options they have to offer, which includes Positive Pay, ACH Filter and Remote Deposit Capture. The Authority decided to review these options at a later date.

Thornton Chevrolet – Mr. Thornton replied to a letter received from the Authority requesting information on his plan for the additional EDU's he continues to pay for the vacant homes he purchased around his car dealership. He said his plan is to rebuild on his lot and he will use those EDU's at that time, but for now he is trying to obtain various permits before the construction can begin.

Northeast Shopping Center – Pat reported on meeting with representatives from Rock Real Estate. They are currently the property managers for this shopping center. The owner of Manchester Café is complaining about the high quarterly sewer billings he has been receiving. There is only one water meter that serves Manchester Café, the daycare center, along with the spaces currently vacant in the other section of the shopping center, with the exception of Manchester Medical Center, which has its own water meter. Rock Real Estate is checking on installing sub-meters for the other spaces; however it will be their responsibility to divide up the water usage between tenants, as the Authority will continue to send out the quarterly billings with all of the usage showing on the invoices for Manchester Café.

### **Solicitor's Report**

Refinancing – Attorney MacNeal said the Guarantee Ordinances for the three municipalities will soon be ready to deliver to the municipalities for them to adopt at their June meetings. A special meeting should be set to approve the refinancing Resolution. Gordon Walker has submitted a request for a new rating from Standard and Poors. If the Authority can get an A- rating, it could save between \$50,000 - \$60,000 in refinancing costs because insurance would not have to be purchased for the financing. She hopes the closing could be in mid- July.

Special Meeting – A Klinedinst/Good motion was made to advertise for a special meeting beginning at 7 PM on Thursday, June 11<sup>th</sup>, at the administration building for the purpose of adopting a Refinancing Resolution. Motion passed unanimously.

Nutrient Trading Program – Attorney MacNeal met with DEP and a municipal client regarding Nutrient Trading and the proposed changes to the program. The changes will make it almost impossible for the Authority to have any credits available for sale next year.

Executive Session – Attorney MacNeal called for an Executive Session at the end of this meeting to discuss pending litigation.

### **Engineer's Report**

UV Vendors – Engineer Chris Toms is going to set up visits to sites that use various UV disinfection equipment for he and Tom to take a look at and talk with the operators on site. He is also going to set up visits for investigating various grit screening equipment as well, and will report back to the Authority when proposals are received.

DEP Meeting – When the visits to the different sites are completed and decisions made as to what equipment will suit the needs for the outfall project, Chris will set up a meeting with DEP to discuss the project. The Authority will need to decide if the entire outfall project will be bid as one large package, or if it will be broken down into several separate packages.

Northern Heights – Another revised punch list has been created. No action on the list as yet.

Capital Improvements Plan – Chris and Tom have inventoried all equipment and identified the condition and life expectancy, and calculated the remaining life of all the equipment and entered all the information on a spreadsheet. They are now working on obtaining costs for all equipment to complete the report. Authority members were provided copies of the Capital Improvements Plan.

**Treasurer's Report**

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

Requisition 2015-2 – A Good/Klinedinst motion was made to approve requisition 2015-2 totaling \$1,001.74 which is for payment to C. S. Davidson, Inc. for work on the effluent line feasibility study. Motion passed unanimously.

**Miscellaneous**

No Smoking Policy – Joel Klinedinst suggested the Authority consider making all Sewer Authority property non-smoking, including all vehicles. The subject of vaping also was discussed and a decision was made to include not allowing vaping as well. This would also apply to smokeless tobacco products. A Klinedinst/Fisher motion was made to make all Sewer Authority property non-smoking, non-vaping and tobacco free. Motion passed unanimously. Attorney MacNeal will draw up a policy on this and signs will need to be posted.

**Executive Session**

At 8:12 PM the Authority went into an Executive Session to discuss possible litigation.

At 8:27 PM the Authority returned into regular session.

**Adjourn**

At 8:28 PM a Nace/Fisher motion was made to adjourn. Motion passed unanimously.

**NEXT REGULAR MEETING - Monday, June 22, 2015 - 7:00 PM - 200 North Main Street**

