

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

June 22, 2015

The Northeastern York County Sewer Authority met on June 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

George Miller
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 (Absent)

Recording Secretary

Pat Poet

Special Projects Coordinator

Tom Beakler (Absent)

Visitors present were Corey McCoy, Todd Kline and Christian Jordan.

Minutes

A Klinedinst/Good motion was made to approve the minutes from the May 18, 2015, meeting. Motion passed unanimously.

Visitors/Correspondence

None

Operations Report

In Tom Prowell's absence, Pat noted Tom wanted to let the Authority know that the new hire recommendation for the maintenance position is Chase Billet and he will be attending the July Authority meeting.

Tapping Fees – Tom P. had made a recommendation in his Operations Report to transfer any monies from tapping fees received over the budgeted amount into a new fund to be used for future projects. A Klinedinst/Good motion was made to approve transferring monies received from tapping fees above budgeted amounts into a new fund, yet to be set up, to be used for future projects. Motion passed unanimously.

Special Projects Report

No report in Tom Beakler's absence.

Authority Administration

Vision Insurance – Pat reported the vision insurance is in place to begin for all full time employees on July 1, 2015. Insurance cards and information packets were provided to all full time employees.

No Smoking Signs – Several designs for No Smoking signs to be placed at the entrance to the Administration building and the two plants were presented for review. These signs are being placed as a result of the new No Smoking Policy on Sewer Authority property. Pat will speak with Tom Prowell and orders will be placed.

Collection Letters – Betsy Beakler and Pat have been working on sending out several letters to delinquent customers regarding sending them to the collection agency. These customers are not delinquent enough to start the water shut-off process. A customer listing is being created to begin sending out water shut-off notices in the near future.

New Employees – Rachel Kling has been chosen to be recommended to the Authority for hiring as of July 20, 2015, for the new office position. The decision was very difficult, as many applicants were well-qualified for this position. Joel Klinedinst agreed that this decision was not easy and he commended Tom Prowell and Pat for doing a fine job of reviewing the applicants and coming up with several very good candidates to continue through the interview process. Tom Prowell has recommended Chase Billet for the maintenance position to begin tomorrow, June 23, 2015. After discussion, a Klinedinst/Nace motion was made to hire Chase Billet with a starting date of June 23, 2015, and Rachel Kling with a starting date of July 20, 2015. Motion passed unanimously.

Manchester Café – Joel asked if the situation with billing Manchester Café has been resolved. Pat reported that bills for all the tenants in Manchester Plaza are being sent to the property management company.

Solicitor's Report

DJ Hearing – Attorney MacNeal reported on the June 5th hearing vs. Casey Brenner, one of the neighboring property owners at the farm. Mr. Brenner's attorney attended but Mr. Brenner did not. The case was decided in the Authority's favor for the full amount requested. The decision could be appealed through July 6th. Attorney MacNeal has not heard from Mr. Brenner or his attorney since the hearing.

Financing – Attorney MacNeal reviewed the process that has been going on with the financing. The schedule changed because of the additional time it is taking to obtain a rating from Standard and Poors. If a good rating is obtained, the purchase of bond insurance would not be necessary, saving approximately \$80,000 according to Gordon Walker. Standard and Poors are expected to decide on the rating by this Friday, June 26th. Del Val is moving forward with their documents needed for the three municipalities to approve. Del Val will be drawing up the Municipal Guarantee Agreement and Attorney MacNeal hopes this document will be available in the very near future.

Attorney MacNeal stated there is a need for a special meeting to be set up for adoption of the financing ordinance. The date decided upon was Thursday, July 16th beginning at 7:30 PM in the administration building. The meeting will be advertised after July 6th when the dates for the financing are assured. John Nace noted he will not be able to attend that meeting, nor will Pat.

Variable Rate – Del Val's May interest rate was 1%.

Engineer's Report

UV Vendors – Chris Toms reported that he and Tom will be traveling to Fredericksburg to meet with a vendor to view UV equipment this Friday. There are currently three different vendors that are being reviewed.

Digester Work – Chris noted the digester work is being put on hold for now.

NPDES Permit for Mt. Wolf – DEP is working on renewing this permit that expired in February of 2013. Additional testing will most likely be required with the new permit.

Chapter 94 Report – Because of a high organic reading for the Saginaw Plant, the plant has been put on a four month testing plan. The organic reading went over because of one extremely high testing result for one date that skewed the remaining tests. CSD provided graphs, etc. to DEP and ask them if that one high test could be ignored, however DEP would not agree. Additional research into those high readings needs to take place to attempt to determine why they were high and perhaps where the high organics were coming from.

North York Development – The sewer for this project will be connecting on both sides of the building. CSD has done some inspections for the work that has been completed thus far.

WellSpan – The Authority is still holding some security for this project. Chris is working with them to try to get the info he needs prior to recommending adoption of their sewer lines.

MultiColor Corporation – (previously York Tape & Label) – Chris has been in contact with representatives from MultiColor regarding their request to install an effluent meter to use for determining the amount of water that is going into the sewer system. At the current time, MultiColor calls in four meter readings and each quarter a calculated amount of water is deducted from their total water usage. MultiColor feels that much of their water is being evaporated because of their air exchangers and they are being billed for more water usage than they are actually sending to the plant. Chris feels the effluent meter should be owned and maintained by MultiColor Corporation at their cost, but be accessible to Authority personnel. Joel suggests the meter should be read by Authority personnel at least twice a year.

June 22, 2015

Page 4

Attorney MacNeal advised that effluent meter regulations should be added to the Authority's Rules and Regulations so that any request in the future similar to this one could be addressed quickly.

Chris will be in contact with MultiColor and let them know that the Authority would agree to an effluent meter under certain conditions being met. Attorney MacNeal noted that this effluent meter would replace the four meters MultiColor is currently using.

Maintenance Projects – Chris reported that Tom P. and he have been discussing four different maintenance projects. The plan is to complete two this year and two next year. He hopes to be able to obtain three quotes for the projects.

Industrial Discharge Ordinance Updates – Chris provided a memorandum from Karen Wilson from CSD. She reviewed the Authority's current Industrial Discharge Ordinance and recommended changes be made to it, which she listed. Attorney MacNeal noted this Ordinance could be made part of the Rules and Regulations or an appendix to it after the Rules and Regulations are reviewed and everything could be adopted at one time, which includes the Construction Materials specifications which are currently based upon 2001 specifications. Tom Prowell will do a final review of the updated Rules and Regulations prior to their adoption.

Northern Heights – Chris reported there is a bit of work being done in Northern Heights, but additional work must take place prior to adoption of their lines. Pat noted she received a call from the developer about asking Lenny Seitz to visit a particular site for an inspection in Northern Heights.

Treasurer's Report

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

Requisition 2015-3 – A Klinedinst/Miller motion was made to approve requisition 2015-3 totaling \$1,367.90 which is for work on the effluent line feasibility study by CS Davidson, Inc. Motion passed unanimously.

Miscellaneous

Joel Klinedinst invited everyone to his summer "bash" in August and Clair Good reminded all that a satellite is scheduled to land on Pluto on July 14th and that his son is instrumental in that project. John Nace noted he will not be able to attend the regular July Authority meeting.

Adjourn

At 7:55 PM a Good/Klinedinst motion was made to adjourn. Motion passed unanimously.

SPECIAL MEETING - Thursday, July 16, 2015 - 7:30 PM - 200 North Main Street

NEXT REGULAR MEETING - Monday, July 27, 2015 - 7:00 PM - 200 North Main Street

