

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

December 21, 2015

The Northeastern York County Sewer Authority met on Monday, December 21, 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

**Recording Secretary**

Pat Poet

Visitors present: Rachel Kling and Karen Wilson.

**Minutes**

A Klinedinst/Miller motion was made to approve the minutes from the November 23, 2015, meeting. Motion passed unanimously.

**Visitors/Correspondence**

None

### **Operations Report**

**Musser Run Force Main Leak** – Tom Prowell informed the Authority that a pin hole sized leak in the force main at the Musser Run pump station had to be repaired by Kinsley. Personnel had to work through the night to keep the level down at the station before Kinsley could come in the next morning to make the repair.

**Electrical Problem with Mixers** – One of the three mixers was tripping out and Swan Electric located the problem with the wires and it has been repaired. Now another mixer is acting the same way, however it has a different problem which Tom is addressing.

**Deer Hunting Story** – A shot deer came onto Authority property and a hunter trespassed onto the property and attempted to kill it. The Police were contacted, as well as the Game Wardens, who came to the plant and issued various citations to the hunter.

**TV Truck** – The drive unit has been repaired in the TV unit.

**New Employee Uniforms** – Tom reported that new uniforms from Paris Uniform have arrived and all employees have received them. Paris Uniform will be half of the cost the Authority currently pays to Cintas.

**Employee Evaluations** – Tom will complete employee evaluations this week.

**Blower Repair** – One of the blowers at the plant was damaged and is getting rebuilt. It should be installed this Wednesday.

**Hauling for York Haven** – After discussing costs for hauling and processing biosolids from the York Haven Sewer Authority, Chris and Tom have suggested charging \$250.00 per load to haul from the York Haven plant to the Mt. Wolf plant, which will include processing, beginning January 1, 2016. A Nace/Fisher motion was made to authorize charging \$250.00 per load for hauling biosolids from the York Haven wastewater plant to the Mt. Wolf plant, which includes processing of the biosolids. Motion passed unanimously.

**Tanker Truck** – Tom has been investigating the possible purchase of a new tanker and has obtained prices and specifications. He asked for authorization to advertise for bids for a new tanker truck to replace the 1991 tanker. A Klinedinst/Fisher motion was made to authorize advertising for bids for a new tanker truck, and pay the cost of the tanker out of the Capital Improvements Fund. Motion passed unanimously.

**NPDES Permit** – The new DEP permit for the Mt. Wolf plant has been received, and as expected, additional lab tests will now be required, effective January 1, 2016.

### **Authority Administration**

**Bank Line of Credit** – Pat reported she contacted BB&T Bank and the Line of Credit has now been discontinued as requested from last month's meeting.

**Bank Signature Card** – Gene will visit BB&T to find out what needs to be completed to update the signature card for the Authority. Gene will let Patti and George know when they can stop in at the bank and add their signatures to the card.

Authority's Website - Pat suggested adding additional wording on the website to the answer of the question asking why did my quarterly rates change. The additional paragraph would explain that everyone will be charged an additional \$2.00 per quarter effective with the 3/1/16 billing, after the equalization calculation takes place. The rates on the home page of the website will also be updated. The Authority had no problem with the updates. Pat will contact the webmaster to make those changes.

### **Solicitor's Report**

Multi-Color Corporation – This agreement now includes language that allows the tenant, within one hundred eighty days of providing meter readings to the Authority, to contact the Authority with any discrepancies of meter readings they provided which would allow for a credit or debit to a quarterly sewer bill, a Klinedinst/Miller motion was made to accept this agreement with Multi-Color Corporation and Kinsley Equities. Motion passed unanimously.

Pat will recalculate the last billing for Multi-Color to allow for the credits and send them an updated quarterly bill.

Del Val Rate – The Del Val variable rate remained at .91.

Kinsley - Attorney MacNeal explained the situation with Kinsley reservations fees in Orchard Business Park. Kinsley is interested in purchasing additional capacity. Attorney MacNeal feels after this purchase is made, it should resolve the capacity issue Kinsley has in Orchard Business Park.

Rate Resolutions – Attorney MacNeal provided two Resolutions regarding rate changes.

A Nace/Klinedinst motion was made to approve Resolution 2015-7, which reduces the quarterly rates in Districts 3 by \$8.00 per quarter, or \$132.00 and district 4 by \$3.00 per quarter, or \$111.00 respectively. Motion passed unanimously.

A Miller/Fisher motion was made to approve Resolution 2015-8, which increases all districts' rates by \$6.00 per quarter to address the equalization of rates and to provide for increased operational costs and funds for future capital improvements. This sets the quarterly rates effective with the March 1, 2016 billing to the following: District 1 and 2 (Manchester and Mt. Wolf Boroughs) - \$106.00, District 3 – (East Manchester Township) \$138.00 and District 4 (Smith Garden Area) - \$117.00. Motion passed unanimously.

Casey Brenner – Attorney MacNeal reported she will be sending a letter to Mr. Brenner's attorney. He will have until the January Authority meeting to respond.

Long Road Pump Station – Joel Klinedinst asked if any progress has been made to the area that needs cleared out around this pump station. Before any work is done, Tom will contact Carl Dalmeyer to let him know what the Authority will be doing in that area.

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### **Engineer's Report**

Act 537 Special Study – Chris Toms reported that this study is now completed and the required ad has been placed in the newspaper. December 19<sup>th</sup> was the final day to receive comments on the study, and none were received. A Township Resolution is required to adopt the special study. Chris is working through Gordon Brown's office to coordinate this Resolution with the Township.

Northern Heights – The contractor of this development has indicated that the only outstanding item on their punch list is the televising of the line. Chris will work with Tom on reviewing and updating the punch list and give the developer a deadline to complete all items, or the Authority will proceed against the bond. After reviewing the list, Attorney MacNeal will send a letter to the contractor.

Rentzel Property/Rolling Meadows – The sewer lines in this development have been completed. The punch list needs reviewed and updated. Attorney MacNeal will then send a letter to the developer.

### **Treasurer's Report**

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

Requisition 2015-9 – A Fisher/Nace motion was made to approve payment of \$2,104.42 to C.S. Davidson, Inc. for engineering fees for the wastewater plant upgrade. Motion passed unanimously.

2016 Budget – After a line item addition to the draft 2016 budget, a Klinedinst/Good motion was made to approve the 2016 budget as presented. Motion passed unanimously.

### **Adjourn**

At 7:50 PM a Klinedinst/Nace motion was made to adjourn. Motion passed unanimously.

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

