

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

January 27, 2014

The Northeastern York County Sewer Authority met on Monday, January 27, 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**

John Leen

**Solicitor**

Attorney Stacey MacNeal

**Plant Superintendent**

Tom Prowell

**Recording Secretary**

Pat Poet

**Special Projects Coordinator**

Tom Beakler

There were no visitors.

**Reorganization**

Attorney Stacey MacNeal opened the floor for nominations for Chairman. A Klinedinst/Miller motion was made to appoint Eugene Snell, Jr. as Chairman. Motion passed unanimously. Chairman Snell requested nominations for Vice-Chairman. After discussion regarding first Vice-Chairman and second Vice-Chairman, a Good/Klinedinst motion was made to keep all officers the same as they were in 2013, with the position of 2<sup>nd</sup> Vice-Chairman being left unfilled. The positions nominated are as follows: 1<sup>st</sup> Vice-Chairman – John Nace, Jr.; Secretary – Clair Good; Treasurer – George Miller; Assistant Secretary – Patti Fisher and Assistant Treasurer – Joel Klinedinst. Motion passed unanimously.

A Klinedinst/Fisher motion was made to re-appoint Attorney Stacey MacNeal as solicitor for 2014. Motion passed unanimously.

A Miller/Good motion was made to re-appoint John Leen as Engineer for 2014. Motion passed unanimously.

### **Minutes**

The minutes from the December 16, 2013, meeting were approved as mailed.

### **Visitors/Correspondence**

None

### **Operations Report**

Enernoc – Tom Prowell reported on the energy curtailment agreement the Authority has with Enernoc. Generally, the agreement is for the time period from June 1<sup>st</sup> through September, however with the extreme cold, Enernoc has requested the Authority to curtail power and go on generator power for a time period during four days this winter. The Authority will be reimbursed for that curtailment, because it is an extra time period not covered in the agreement. There may be additional requests this week because of the cold temperatures predicted.

Cold Problems – Tom P. reported on chemical feed lines freezing up because of the cold. They are trying to run different lines and are getting the problems resolved.

2<sup>nd</sup> Street Station – As of this time, the sampler at that station seems to be working properly and no additional action will be needed.

Hauling – There were a few days in January that biosolids were able to be hauled.

Todd Kline – Todd has obtained his CDL permit and will be working on getting his CDL license.

Sherman Oaks Station – Issues continue with this station. The volute that was repaired cracked again. A replacement was ordered, however it is now lost in transit. A set of electrical contacts went out and were repaired by B & R Electric. John Leen and Tom are getting pricing for upgrades to this station. They hope to have prices by the February meeting.

Dan Slenker – Dan has decided to completely retire and his last day with the Authority was January 16. He generally worked two days a week, and was responsible for mowing the Mt. Wolf plant and around the administration building. Tom P. is going to check with the lawn mowing company that mows the pump stations and Saginaw plant to obtain a price for mowing the Mt. Wolf plant and administrative building. Tom does not feel that Dan needs to be replaced at this time.

Dusk to Dawn Lights – Joel said he has noticed the lights were not on in the evening, or are blinking at the Long Road and Riverview pump stations. He also said there was no light on at the Wago Road station. Tom will have the lights inspected.

### **Special Projects Report**

Nutrient Credits Sold – Tom Beakler reported that 21,865 pounds of nitrogen and 849 pounds of phosphorous credits have been sold through Mercuria and the Authority received payment of \$24,952 for those credits.

FEMA Payment – The Authority received payment of \$25,403 for cost overruns on the small projects completed because of damage from Hurricane Lee.

Farm – Meetings are being held with future owners of some of the properties at the farm and rights-of-way agreements are being discussed. The surveying will wrap up by the end of next week and the closing should be by the end of February or beginning of March. The Authority will most likely be the first to close on the property.

### **Authority Administration**

Electric Provider Calls – Pat reported the office is being inundated with calls from electric providers. There is no way to stop them, but it was suggested that we just say we are not interested and hang up.

Arbitrage Calculations – The annual arbitrage report was received from Gordon Walker (PFM). The report showed the Authority will need to pay \$23,571.09 by February 11, 2016. Attorney MacNeal noted that if the bond issue is re-financed prior to that due date, that amount would have to be paid sooner.

Banks – Pat has spoken with York Traditions Bank and Santander Bank. The weather caused a cancellation with Fulton Bank, but a meeting has been rescheduled with them this week. A report will be given at the February meeting on the findings.

Rate Changes – The new quarterly rates will be posted on the Authority's website as soon as possible and an ad will be placed in the Weekly Record section of the newspapers as has been done in the past, in the beginning of February.

Labor & Industry Inspection – The administration building was inspected by the Department of Labor and Industry as an audit for the inspector who performed the Uniform Construction Code inspection. A few items were found with regard to ADA, however no action is required by the Sewer Authority.

### **Solicitor's Report**

Farm Closing – Attorney MacNeal estimates that we are at least thirty days away from the plan to be recorded, but once recorded, the closing may occur one week after that.

Trustee Transfer – Attorney David Twaddell is handling the trustee transfer from TD Bank to Mellon Bank, which includes notifying the bond holders and receiving consent from the insurance company.

Municipal Meeting – In February of 2013, the Authority held a meeting with representatives from the three municipalities to discuss rate changes and any questions anyone may have. Attorney MacNeal will contact the municipalities to set up another annual meeting for the end of February or beginning of March. She hopes staff of all three municipalities will attend. She is not planning to advertise this as a meeting, therefore a quorum from the Sewer Authority as well as each municipality is not recommended. Gene, Clair and Joel will be attending from the Sewer Authority. Attorney MacNeal will be in contact with those members with potential dates as soon as possible.

Attorney MacNeal would like to hold an Executive Session at the end of this meeting to discuss personnel matters.

### **Engineer's Report**

Gross Property – John Leen noted that work is continuing on the Gross Final Land Subdivision Plan as well as the Gross/Kinsley Preliminary/Final Subdivision Plan and both plans have been reviewed by CS Davidson and comments submitted.

Thornton Investments – The Preliminary Plan for Thornton has been reviewed by CSD, which includes removing four homes on Musser Street and then reconstructing the car show room. This land is located in Manchester Borough.

Northern Heights – JPM Northern is requesting a reduction of public improvement security for Phase I and II/III. John is reviewing the punch list items that remain outstanding.

Loreal – Joel Klinedinst questioned whether Loreal is using more water than the previous tenant, Harley Davidson. He wanted to be certain they pay any extra tapping fees that may be due because of their water usage. Pat will review the York Water consumption reports.

### **Treasurer's Report**

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

Requisition 2014-1 – A Good/Fisher motion was made to approve requisition 2014-1, totaling \$13,921.71 payable to Norfolk Southern for flagging operations during the outfall pipe repairs. Motion passed unanimously.

Executive Session – At 7:55 PM, an Executive Session was called to discuss personnel issues.

End Executive Session –At 8:08 PM the regular meeting was called back to order.

Employee Forms – Tom Prowell will be meeting with all employees to review benefits and employee policies and have each employee sign off that they understand those benefits and policies.

**Adjourn**

At 8:10 PM a Miller/Klinedinst motion was made to adjourn. Motion passed unanimously.

**REGULAR MEETING - Monday, February 24, 2014 - 7:00 PM - 200 North Main Street**