

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

March 24, 2014

The Northeastern York County Sewer Authority met on Monday, March 24, 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

Recording Secretary

Pat Poet

Special Projects Coordinator

Tom Beakler

Visitor Corey McCoy from C. S. Davidson, Inc. was introduced by John Leen.

Minutes

The minutes from the February 24, 2014, meeting were approved as mailed.

Visitors/Correspondence

None

Operations Report

In Tom Prowell's absence, Tom Beakler presented the Operations Report.

ID Cards – Tom P. had new photo ID cards printed for all employees with a statement on the reverse side stating they are essential emergency personnel so that employees will be able to gain access to passable roads during emergency activities.

Columbia Gas Meeting – A meeting was held with representatives of Columbia Gas regarding the televising of both storm and sewer lines and laterals to look for cross borings. Columbia Gas will inform the Authority when they will be coming into the Authority's service area.

Mowing – A quote of \$150.00 per week was obtained from Everything Outdoors to mow the areas around the plant and administration building. This is the same company that mows the pump stations and the Saginaw Plant. Previous part time employee Dan Slenker had mowed that area. The Authority agreed to Everything Outdoors' proposal.

Biosolids Hauling – Because of the break in the weather, hauling was able to resume and one digester has been emptied. Tom B. had obtained Springettsbury WWTP's permission to haul to their plant, if it became necessary to do so, but now it looks as though that option won't be needed. Tom B. will contact Springettsbury to let them know the Authority will not be bringing biosolids to their plant at this time.

Special Projects Report

Outfall Line – Tom B. reported on a meeting held today with John Leen, Tom Prowell, several PPL representatives and himself on site. PPL has decided, because of potential liability and a situation that occurred in the South, that they are concerned about the outfall line running across their property. The line was installed in 1988. PPL would like to know the integrity of the line and options the Authority will be taking to either move the line or any other steps that could be taken to make this line safer. A Klinedinst/Miller motion was made to authorize C. S. Davidson, Inc. to investigate alternatives for the outfall line and to meet with DEP to ascertain what alternatives will be available to the Authority. Motion passed unanimously.

Oil and Grease Inspections – A meeting was held with Attorney MacNeal, John Leen, Gene Snell, Tom P. and Tom B. to review the Rules and Regulations and discuss monitoring of grease interceptors, identifying who has or needs grease interceptors and a possible questionnaire to be sent to all commercial/industrial customers. This project will continue to be discussed and additional information will be brought to the Authority as available.

EDU's – At that same meeting, Attorney MacNeal discussed the problem with businesses when they open, paying for a certain number of EDU's, but then end up using many more than they paid for. This situation will also be addressed in the questionnaire.

FEMA – Tom B. reported that \$103,000 is still outstanding that is owed to the Authority. He noted FEMA has informed him the Authority will not receive the money before May or June.

Emergency Vehicle – Joel Klinedinst questioned whether any prices were obtained for an emergency vehicle that would be equipped with a generator and lights for situations when employees have to go out on emergency calls at night. He thought there may be grants available to assist with this purchase. Tom B. will relay the information to Tom P.

Authority Administration

Banks – Pat reported three representatives from Fulton Bank came to the Authority office to meet with her to discuss a proposal from them to handle the Authority's checking and money market accounts. They provided options to the Authority, including a check scanner, which would save Authority personnel traveling time to the branch for deposits. A proposal also was received today from Fulton for handling credit card payments from customers; however it has not yet been reviewed. A comparison report will be presented to the Authority next month outlining costs from both Susquehanna Bank and Fulton Bank.

Computer Server – A Klinedinst/Nace motion was made to accept the proposal from Copernicus Connectivity for the purchase of a server at a cost of \$1,230.00. Motion passed unanimously. This server will be able to be isolated from the other three computers, which will provide greater security to the computer system.

Insurance – Pat was instructed to contact the Authority's insurance representative, Keith Kieber from Kocman Insurance to obtain information to verify that they are receiving quotes from multiple companies when the Authority's insurance renewal dates come up. Joel Klinedinst asked if both Pat and Betsy are bonded. Pat will ask Keith that as well.

Solicitor's Report

Tapping Fees Clarification – Attorney MacNeal will draw up a clarification on the tapping fees and planning module requests to add to the Rules and Regulations, which will be reviewed at the April Authority meeting.

Farm Purchase – Attorney MacNeal reported it looks as though the closing for the farm will be held next month. Manchester Township has to obtain a few additional signatures on the plan and then they will take the plan to the Court House for recording. The Authority has thirty days from recording to close. She explained that the requisition prepared is for \$3,000,000 to be transferred to Dominion Abstracting to hold for settlement. There is a current balance of \$100,000 being held for settlement because there will be settlement costs, including pro-rated real estate taxes to pay.

She is also recommending a title insurance policy be obtained because of the nature of the property. Rights of Way Agreements need to be finalized to access the land through farm #1 and the realtor, Jack Kay, is working on an amendment to the Conservation agreement, which she should have the draft document of shortly. Attorney MacNeal ordered a second title search of the property, which was done six months ago, but she felt it necessary to confirm the title remains clear.

A calculation needs to be completed on pro-rating the real estate taxes, since the property is being subdivided. Currently there are three separate real estate tax bills for the farm, but they do not coincide with the property the Authority is purchasing. Attorney MacNeal will contact the Assessment Office requesting tax exempt status immediately after closing.

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Insurance will have to be obtained for the farm. Pat will speak with Keith Kieber about this.

Resolution 2014-1 – Attorney MacNeal presented this Resolution which authorizes officers of the Authority to attend the closing of the farm purchase and sign necessary documents. A Good/Miller motion was made to approve Resolution 2014-1. Motion passed unanimously.

Engineer's Report

Chapter 94 Reports - John Leen noted these reports for both the Mt. Wolf and Saginaw Plants have been completed and will be going to DEP this week. There are no overloads projected for either plant for the next five years.

Osinski Sketch Plan – This plan is moving forward, which is a part of Orchard Business Park.

Treasurer's Report

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

Requisitions – A Good/Klinedinst motion was made to approve the following requisitions: 2014-2 to Rhoads & Sinon totaling \$6,294.00 for legal work performed on the transferring of Trustees from TD Bank to BNYMellon; and 2014-3 to Dominion Abstracting, Inc. for \$3,000,000.00 to be held for the purchase of Sinking Springs Farm at closing. Motion passed unanimously.

Adjourn

At 8:15 PM a Miller/Nace motion was made to adjourn. Motion passed unanimously.

REGULAR MEETING - Monday, April 28, 2014 - 7:00 PM - 200 North Main Street

