

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

April 28, 2014

The Northeastern York County Sewer Authority met on Monday, April 28, 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

Visitors were David Koratich from LSC Design, Mike Jeffers from Kinsley and Bradley Holder.

Minutes

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

Visitors/Correspondence

Bradley Holder – Mr. Holder owns two rental properties in Mt. Wolf Borough. There were past due amounts owed on each property and liens were filed against both. Mr. Holder expressed his dismay on not being notified that there was going to be liens filed and also disagreed on the amount the liens were filed for. Both liens were filed for the total amount owed on each property plus the cost of filing the liens. He disputed the amounts and said they should have only been filed on the past due amounts. Attorney MacNeal explained the procedure to him and noted they were filed properly. Mr. Holder also suggested the Authority change the format of the quarterly bills.

Osinski Subdivision and Land Development Plans – Mr. David Koratich of LSC Design presented the subdivision plan for the Osinski tract, which is Phase II of Orchard Business Park. The subdivision divides the property into four lots, with lot 3 being the location of the sewer pumping station. The Land Development Plan presented shows a sewer line located under Interstate 83 to lot 3, which will be pumped to the Canal Road pump station. Concerns were made regarding the ownership of that particular line. Mr. Koratich explained the line is a service line, or lateral, for lot 3, and will remain a private line; therefore the owners of lot 3 would be responsible for the maintenance of that line. Patti Fisher suggested a note be added to the plan indicating this as a private line.

A development agreement will need to be drawn up, which includes specs and design information on the pump station, financial security, how the dedication process works and accessing easements. Attorney MacNeal noted the Land Development plan does not need approved at this time, but the Authority should vote on the approval of the subdivision plan.

A Miller/Klinedinst motion was made to approve the subdivision plan for Phase II of Orchard Business Park, conditioned upon resolution of the outstanding issues for the pump station and completion of the development agreement. Motion passed unanimously.

Operations Report

Poplar Lane – A broken lateral was discovered on Poplar Lane. The repair was completed and Tom P. noted this should remove a significant amount of ground water infiltrating the Poplar Lane pump station.

2nd Street Station – Major repairs were done to this station, which included new wear plates and impellers. The work should improve the efficiency of the station.

Biosolids Hauling – Tom reported 268,000 gallons of biosolids were applied at Sinking Springs Farm this month, which should allow sufficient storage until the fields become accessible again, which will be from mid to late June.

Main Plant Pump Station – The breakers went bad on the main pump station which runs three pumps. Luckily employees were in the area when it happened. The breakers had to be replaced at a cost of \$1,300.00 each.

DEP Inspection – The main plant was inspected recently by DEP. Tom received the inspection report and no problems were indicated.

Musser Run Repair – Two of the three pumps in this pump station had to be re-habbed. A rock got wedged in pump #2 and the vibrations from pump #2 caused damaged to the bearings in pump #3.

TV Truck – The TV truck is at Rausch Electronics for repairs.

Upgrades for Sherman Oaks Station – The air release valve has arrived, but it is not yet installed. We should receive prices next week on options for the upgrades.

2nd Street Pump Station – Tom continues to look into the possibility of adding a 2nd propane tank at this station, or replacing the current tank with a larger one. It is not cost effective to run natural gas to this station.

Effluent Line – The effluent line has been marked and sections flagged through PPL’s property.

Special Projects Report

Grease and Oil Questionnaire – Tom B. is working on a new questionnaire to send to commercial and industrial users. He will have it available by the next Authority meeting.

Sinking Springs Farms – The property lines are set for the boundaries of the 376 acres the Authority will be purchasing. Tom invited anyone who wishes to tour the farm to let him know. He has met with some of the new property owners at the farm and things went well. Tom also met with York County Solid Waste to let them know the Authority is purchasing the farm and also contacted DEP, who will need a contractual consent for closing.

Farm Insurance – There are several options to take on insuring the farm. The house is not worth much and one option may be to demolish the home. Quotes could be obtained to demo the house. One suggestion was to contact Restore York to see if they would be interested in any of the material. Tom B. will contact Stu Oweiler of Manchester Township to see what permits the Township would require to demo the house. The Authority does not wish to insure for replacement value, would rather go with a minimal value, enough to clean up the site should a fire occur. Insurance needs to be in place by the closing date of May 5th. Pat will contact Keith Kieber from Kocman Insurance to obtain minimal insurance for the barn, summer house and the house in poor condition. Insurance value can always be changed at a future date. The Authority also wants to be certain that any equipment stored in the barn, i.e. aggator, tractor, etc. would be covered by insurance.

Authority Administration

Banks – Pat reported on the outcomes of investigating bank fees for both the current bank the Authority uses, Susquehanna Bank and Fulton Bank as well. Both banks have similar fees. Pat noted Susquehanna Bank had mistakenly charged the Authority \$150.00 per month extra, which was the cost of collecting sewer payments at the Manchester branch. They discontinued that service as of December 1st, but continued to charge \$150.00 per month. Credit has been given to the Authority for those months. For now the Authority will stay with Susquehanna Bank.

Bonding – Attorney MacNeal recommended the Authority increase the Employee Crime and Dishonesty Coverage to \$500,000.00 per employee because of the amount of funds that are handled. Joel asked Attorney MacNeal to check to see if Bonding is required for Pat and Betsy because at this time, they are both bonded for \$100,000.00. A Klinedinst/Fisher motion was made to increase the Employee Crime and Dishonesty Coverage to \$500,000.00. Motion passed unanimously.

Dream Birthday Location – The owner of Dream Birthday on N. George Street in Craft’s shopping strip ask why they had to pay quarterly sewer billings when they only use their restroom as a storage closet. Attorney MacNeal noted that it did not matter if the restroom was being used or not, they are still required to pay for sewer.

Delinquent Accounts – Several water shut off notices were posted the past few weeks. Everyone either paid in full, or paid 50% of their bills and are now on payment plans. An additional batch of customers were sent letters for payments or they would be turned over to a collection agency. Those letters were approximately 50% successful.

Solicitor's Report

Resolution 2014-2 – A Good/Nace motion was made to adopt Resolution 2014-2, which amends the Rules and Regulations related to Application for Service Connections, Section 1-301. Motion passed unanimously. This change insures that developers pay for the same number of EDU's they request for capacity at the time of development.

Farm Closing – The closing for Sinking Springs Farm is scheduled to be held Monday afternoon, May 5th, in Attorney MacNeal's office. Documents may be signed ahead of time. There are a few issues relating to the farmer's sublease which runs out of the end of this growing season. The Authority will need to pay Star Rock Farms for the acreage the Authority will no longer be in control of after settlement. Attorney MacNeal will file a real estate tax exoneration form the day after settlement is held.

The next steps after closing will be to look at the encroachments on Appell Avenue and North George Street. This can be discussed at the May Authority meeting. Sinking Springs has sent a letter to the property owner who has a driveway encroachment. They will need to sign a hold harmless indemnification.

Attorney MacNeal is working on the bid documents for the new farm lease. There was some discussion with the property owner of lot #5, since they will not be building on that lot for at least five years. This land may be able to be included in the farm bid because the owner would like the land to continue to be farmed.

Bond Issue – Gordon Walker is planning to attend the May Authority meeting to discuss a fixed rate option on the three million dollar loan.

Engineer's Report

Greenridge Development – Another letter was received from the developers of Greenridge wanting to know what steps they must take to have the Authority adopt their sewer lines. There are now issues with failures to grinder pumps that were installed in this development with the main fittings blowing apart. Because of this, the sewer lines will need to be re-tested and an eighteen month maintenance bond will need to be posted.

Grant Workshop – Senator Folmer is holding a grant workshop along with discussion regarding State surplus property. John Leen, Tom Beakler and Tom Prowell will be attending this workshop on May 7th.

Effluent Line – Discussions are ongoing regarding the effluent line running through PPL property.

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Treasurer's Report

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

Miscellaneous

Daycare Centers – Joel questioned whether the Authority has a handle on Daycare Centers or homes used for daycare as far as water usage. Pat will contact Jon Beck from East Manchester Township and see if he has a list of daycares within the Township.

Adjourn

At 8:48 PM a Miller/Nace motion was made to adjourn. Motion passed unanimously.

REGULAR MEETING - Monday, May 19, 2014 - 7:00 PM - 200 North Main Street