

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

May 19, 2014

The Northeastern York County Sewer Authority met on Monday, May 19, 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

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

George Miller was absent.

Visitor in attendance was Gordon Walker.

Minutes

The minutes from the April 28, 2014, meeting were approved as mailed.

Visitors/Correspondence

Gordon Walker – Mr. Walker from Public Financial Management made a presentation on refinancing and supplied everyone with a Financing Information packet. There are several issues the Authority could take action on: Refund the “advance refundable” portion of the 05 Bonds, refund all of the 2005 Bonds on 6/1/15, or refund most but not all 2005 Bonds 6/1/15 in order to keep the issue “bank qualified”. The Authority could wait until September 1st of next year and refund all the bonds at the same rate. He provided numerous reports on different scenarios the Authority could choose and the savings that could be realized with each one.

There are also options to consider regarding the 3.1 million dollar loan for the farm; including fixing the interest rate for a specific period of time. Mr. Walker provided the current interest rates for a three year or six year fixed period, although any number of years could be chosen. His recommendation, however, was to keep an eye on the interest rates and send out a monthly e-mail noting the current rates. If he would see the rates start crawling upward, he would alert the Authority of that and at that time the Authority could lock in a rate, either by approving it at a regular meeting or hold a special meeting for that purpose. The Authority members agreed with that idea and they will be receiving monthly e-mails from Mr. Walker on those interest rates.

The Authority will be receiving a refunding report from Mr. Walker in the Fall.

Operations Report

Tom Prowell reviewed his operations report with the Authority.

Kobota Tractor – The radiator was replaced.

DEP Inspection – The Saginaw plant was inspected by DEP. Tom P. has not received the inspection report as yet.

Chemical Lines – The chemical lines had to be replaced at Saginaw.

Sherman Oaks Station – One quote was received to rehab this station, which was \$57,000. John Leen and Tom P. are going back to square one on this rehab to decide what that best direction is to take. This project is on hold for now.

Administration Building's Lawn – Tom P. noted the bad condition this lawn is in. There is very little soil for growing grass and the majority of what is growing is weeds. Suggestions were made to contact a lawn service company for any suggestions. Discussion was also held on the possibility of bringing top soil in during the Fall and reseeding the area at that time. Tom P. will report back at the next meeting.

Special Projects Report

Grease and Oil Questionnaire – Tom Beakler has completed the draft questionnaire for industrial/commercial users. After he meets with Attorney MacNeal and John Leen, a final questionnaire will be ready to send out.

FEMA – Tom B. received notice that the Authority will be receiving the \$104,000.00 for the Wago Road project from FEMA, which will be the final payment and the end of reporting to FEMA.

Farm – Tom B. reported on issues with the house on Authority property at the farm. Joel Klinedinst suggested perhaps contact Kinsley's construction school or York County School of Technology to see if they were be interested in assisting to work on the house. The large barn and corn crib need painted. Tom P. is looking into the possibility of using community service workers to assist with the painting. He is going to make additional contacts to see if he can get them scheduled.

Authority Administration

Accounting Software – After meeting with the accounting software representative from Peachtree/Sage, Ed Horvath, he suggested the Authority's chart of accounts needs to be modified to more closely match the standard account numbers that are used by the auditors. The changes can be accomplished by using the current software. He is willing to do that work for the Authority. Pat will request a quote from him and present it at the next Authority meeting. In the meantime, he will be working on a problem the software had when the previous year was closed out.

Employees' Bonding – Keith Kieber from Kocman Insurance is working on increasing the dishonesty/crime coverage to \$500,000.00 per employee because of the amount of money that is handled by both Pat and Betsy.

Solicitor's Report

Farm Closing – Attorney MacNeal reported the closing on the farm was held on Monday, May 5th.

Farmer's Lease – The sublease with Star Rock Farms will end at the end of this growing season. There is now some acreage on farm #1 and lot #5 that the Authority is no longer in control of, but was included in Barley's lease. A pro-ration of those acres will be necessary.

Encroachments – Attorney MacNeal explained the situation with several encroachments. The first being a driveway coming off of North George Street, south of the previous Shiloh property. A hold harmless, or indemnification agreement will be needed to be drawn up with the owner of the house where the driveway is located. It will include to hold the Authority harmless for anything that would occur because of the driveway, not allow any new building along or on the driveway, not allowing any changes to or expansion of the driveway. Attorney MacNeal will be in contact with the owner of the property to begin discussion on this agreement.

There is also a shed built on Authority property at the end of Locust Lane going in from North George Street. Sinking Springs had sent the owner a letter in April regarding this shed. An indemnification agreement also needs to be drawn up with the owner who constructed the shed, including the option that the Authority has the right to give the owner of the property a 90 day notice to remove the shed, if necessary. A statement also will be included preventing the shed from being rebuilt.

The other encroachments occur along Appell Avenue in the rear of homes along North George Street in Emigsville. Several residents there park their vehicles on what is now Authority property. Attorney MacNeal explained a license agreement could be written which also will hold the Authority harmless and limit the use of the property for parking licensed and registered vehicles only, and prevent the land from being built on or used to store any items, trash, etc.

Tax Exemption Filing – The day after closing, Attorney MacNeal sent a letter to the County Assessment Office requesting tax exemption of the farm. She will report back to the Authority when a response is received.

Clean & Green Filing – The application for filing to put the land purchased by the Authority into Clean and Green is ready to be filed.

Lease Alternatives – The Authority’s sub-lease will expire the end of this growing season. A new lease, not sub-lease, will need to go out for bids. Alternate bids may be advertised for a three, five and possibly ten year lease.

Farm – Attorney MacNeal was informed that the physical address of the land the Authority purchased was changed from 317 Sinking Springs Lane to 275 Sinking Springs Lane for some reason. She is concerned that this change may affect the initial application for tax exempt status because the address was changed after she sent the request in.

Engineer’s Report

PPL/Effluent Line – As of now, John has not heard anything back from DEP regarding the effluent line for the Mt. Wolf plant. He noted there is no purpose in meeting with PPL at this time until a response has been received from DEP.

Advance Auto Parts – John reported on the plan to construct an Advance Auto Parts store along North George Street.

Rudisill Plan – Barry Rudisill is proposing to subdivide a lot he owns at 220 South Main Street in Manchester into two lots, the second which would front Cloverlane Drive. He will be moving one of Thornton’s homes from Musser Street to the Cloverlane Drive lot. A Klinedinst/Good motion was made to approve the Rudisill subdivision plan for 220 South Main Street in Manchester. Motion passed unanimously.

Commercial/Industrial Billing – Discussion was held regarding the way the Authority bills commercial and industrial users. This subject will be reviewed and perhaps changes made to future billings.

Treasurer’s Report

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

Adjourn

At 8:38 PM a Klinedinst/Nace motion was made to adjourn. Motion passed unanimously.

REGULAR MEETING - Monday, June 23, 2014 - 7:00 PM - 200 North Main Street

