

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

August 25, 2014

The Northeastern York County Sewer Authority met on Monday, August 25, 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 in attendance were Corey McCoy from CS Davidson, Mac Utsey from Hillwood Investment Properties and James Snyder from Snyder, Secary & Associates.

Minutes

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

Visitors/Correspondence

Gross Property Plans – Mr. Mac Utsey presented two plans for the Gross property, one is the Preliminary/Final Land Development Plan for the Gross Property and the second is Preliminary/Final Subdivision Plan of the Gross Property – Lot 2 and Kinsley Equities II Limited Partnership Lots 6 and 9A. The first plan is for the land adjacent to Orchard Business Park which will extend Bartlett Drive. The project is a 1.2 million square foot building. The subdivision plan is for land off of Gea Drive which will extend Gea Drive. Attorney MacNeal did not get the opportunity to review the financial security for this project. She suggests conditional approval of both plans contingent upon approval of the financial security.

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A Klinedinst/Nace motion was made to approve both the Land Development Plan for the Gross Property and the Preliminary/Final Subdivision Plan of the Gross Property, Lot 2 and Kinsley Equities II Lots 6 and 9A, contingent upon approval of financial security. Motion passed unanimously.

East Manchester Village Center – Mike White from First Capital Engineering had presented a subdivision plan which would subdivide a one acre lot off of the original eleven acre tract. John Leen recommends approval and signature of the plan. A Miller/Fisher motion was made to approve the subdivision plan for East Manchester Village Center to subdivide a one acre lot from the 11 acre tract. Motion passed unanimously.

Operations Report

Biosolids Hauling – Tom Prowell reported hauling is continuing and all digesters are close to being emptied.

Saginaw Plant Fence Damage – The fence damage caused from the last storm has been repaired.

Composite Samplers – Tom P. has ordered two new samplers for the Saginaw Plant, which should be delivered within the next week or two.

Todd Kline – Todd has passed his CDL exam and is now able to drive the tankers. He is going to begin working on obtaining a wastewater operator's license.

Mercury Testing – Four low mercury tests were taken; the first two were good, the 3rd not quite as good and the 4th one returned over the limits. Tom P. is ordering an additional series of four tests and will report back to the Authority when results are received.

Flu Immunizations – Joel asked if Authority personnel receive flu immunizations. Joel suggested this could help cut down employees missing time off from work. Tom P. noted employees only receive Hepatitis vaccines, but he had recently received information from Work First regarding their flu immunization program. The majority of the injections would cost \$32.00. A Good/Klinedinst motion was made to authorize all employees to receive flu immunizations at Work First, with the Sewer Authority picking up any costs over what health insurance will not cover. Motion passed unanimously.

Park Street Sink Hole – Tom reported on an invoice the Authority received from East Manchester Township for 1/3 of the total cost of this project. Tom explained that he agreed to pay 1/3 of the cost of the work at the manhole located at Park Street and Farm Lane only. The invoice does not breakdown that part of the project. The Authority authorized Tom P. to send a letter to the Township explaining the Sewer Authority's position on this and to request an invoice showing the manhole portion of the project only.

Special Projects Report

Tom Beakler noted all his items have already been discussed.

Authority Administration

Nixel – A representative from Nixel is going to set up a remote presentation explaining how Nixel works and the benefits of it. Pat will contact the Township to see if their building and equipment would be available to present this presentation there.

Website – A few minor changes were made to the history section of the Authority's website. Newberry Township was added as a customer.

Cyber Insurance – Keith Kieber from Kocman Insurance, visited the office and explained to Pat that the Authority is not covered for any type of cyber attack that could happen to the Authority's computers, which could compromise private information. After discussion, Pat was instructed to complete the application and present a quote to the Authority for this insurance. Mr. Kieber noted the annual cost for this cyber insurance was running between \$500 to \$900.

Solicitor's Report

Farm Bid Opening – One bid package was received for the farm lease for Sinking Springs Farm which was from Star Rock Farms. Seven bid packages had been picked up. Attorney MacNeal verified that all necessary items were included with the bid and the bid packet is complete. The bid was from \$305.00 per acre in year one to \$327.50 in year ten. Attorney MacNeal explained that Alternate Three includes an option to extend the first five year lease an additional five years; and the Authority would have to make a decision on the additional five year option at that time. After discussion, a Klinedinst/Fisher motion was made to accept the Alternate Three bid from Star Rock Farm, which includes a five year bid plus a five year renewal option. Motion passed unanimously.

Farm Land Agreements – A Miller/Klinedinst motion was made to approve the Mark Bare agreement, which is for an additional 5.7 acres to be included in the farm lease agreement for a five year period and the Susquehanna Real Estate agreement, which includes 8 acres on Farm #1 to also be a part of the farm lease agreement on a year to year basis. Motion passed unanimously. The Authority will keep 8% of the proceeds for these acres as administrative fees.

Encroachment Issues – A Klinedinst/Fisher motion was made to approve the executed license agreements with the following persons in Emigsville along North George Street – Minchev, Burns, Wheeler and Hock. Motion passed unanimously. These properties in Emigsville abut the Authority's farm land along Appell Alley. Attorney MacNeal reported she has not received the agreement from Darren Savage, who attended the Authority's meeting last month. She has attempted to call him twice, with no returned call. She will be sending him a letter requesting him to execute the agreement for his driveway along North George Street that encroaches on Authority property. The Grimm property next to the pizza shop in Emigsville, located at 3188 N. George Street, has not responded to Attorney MacNeal's request for a license agreement. She asked if employees would keep an eye on that property to see if they are parking cars or using Authority property behind their home for any reason. Attorney MacNeal is going to send a follow-up letter to the property owner.

Farm Real Estate Taxes – An interim school tax bill has been received for the farm. There appears to be an error in the billing of the school taxes, which Attorney MacNeal will work with Sinking Springs to resolve. Attorney MacNeal and Attorney Ron Perry met with the Solicitors from Central School District, Manchester

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Township and the County of York. It appears that no one has an objection to the farm becoming tax exempt after hearing Attorney Perry's findings. There will be a hearing held in September at the Assessment Office to determine the real estate tax status of the farm.

Interest Rate – Attorney MacNeal reported Gordon Walker has informed her that the interest rate has decreased to .96%. The Authority agreed to continue at the variable rate.

Engineer's Report

Saginaw Plant – John Leen reported on the high organic loading that the Saginaw Plant has been receiving. He has prepared a task list with Tom Prowell and has sent a letter to DEP on this issue. There has been no response from DEP at this time.

Treasurer's Report

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

Adjourn

At 8:27 PM a Klinedinst/Miller motion was made to adjourn. Motion passed unanimously.

REGULAR MEETING - Monday, September 22, 2014 - 7:00 PM - 200 North Main Street