

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

September 22, 2014

The Northeastern York County Sewer Authority met on Monday, September 22, 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

Absent

Plant Superintendent

Tom Prowell

Recording Secretary

Pat Poet

Special Projects Coordinator

Tom Beakler

There were no visitors in attendance.

Minutes

The minutes from the August 25, 2014, meeting were approved as mailed.

Visitors/Correspondence

None.

Operations Report

Orbit Technology Inc. – Tom P. reported on an offer from Orbit Technology to perform thermal reading of electrical equipment. There would be a three year commitment; the first year's cost would be approximately \$4,700 and the 2nd and 3rd year cost would be \$2,700 each year. One of the advantages of this program is that

Orbit Technology guarantees the equipment they are reading. Tom will review this offer as well as contact additional companies that perform the same work. John Leen believes Motor-Tech may have the capability of thermal reading and Tom P. noted B & R Electrical is now performing thermal readings. Tom will provide additional information at the October Authority meeting.

Pumper/Cleaner Expo – Tom P. requested the Authority allow him to attend the annual Pumper/Cleaner Expo in Indianapolis in February. He had attended this a few years ago and Tom Beakler also attended in previous years. It is an excellent expo to obtain information on new equipment and technology in the wastewater field. Tom P. would also like to acquire information there on tankers, because one of the Authority's tankers is now twenty three years old. The cost would be around \$1,000 to attend, which includes the flight and hotel accommodations. A Good/Klinedinst motion was made to authorize Tom Prowell to attend the Pumper/Cleaner Expo to be held in Indianapolis in February, 2015. Motion passed unanimously.

Blower Repair – The VFD unit, which controls the speed of the blowers at the Mt. Wolf plant, stopped working. B & R Electric came to look at the problem and gave Tom a price for a new unit for \$8,900; or a rebuilt unit, that has the same warranty as a new unit, for \$4,700. Tom gave the go ahead for the rebuilt unit. That price does not include installation.

Park Street Invoice – East Manchester Township did not reply to the letter sent to them regarding this invoice discussed last month; however Township Manager Dave Gentzler spoke with Joel Klinedinst about it. After discussion, a Miller/Good motion was made to approve payment of the original invoice of \$1,117.83 along with a letter describing the Authority's position on this invoice. Motion passed unanimously. The Authority noted from this point on, with the exception of emergency situations, the Authority Board will approve what, if any, municipal work is to be paid for.

Special Projects Report

Farm Tax Exempt Status – Tom Beakler reported that the Assessment Office has now officially declared the portion of Sinking Springs Farm that the Authority purchased as tax exempt. He noted, however, that Central School District still may appeal the decision.

Farm Lease – Tom Beakler informed the Authority that the lease with Star Rock Farms is now signed.

Nutrient Credit Trading – Unfortunately, nutrient credit trading never materialized as was first hoped. The Authority has an eighteen year contract with Mercuria to sell the Authority's extra Phosphorous and Nitrogen credits. Tom was contacted by Larry She of Mercuria explaining the situation now and how the credit trading program is failing. Mr. She suggested the Authority get out of the contract with Mercuria and try to market credits on their own. Tom B. talked with Attorney MacNeal and she agreed. There is paperwork involved in the termination of the agreement, which Mercuria is providing to Tom. Attorney MacNeal will take a look at the document and discuss it at the October Authority meeting.

Tom B. suggested CS Davidson could enter the Authority into the Penn Vest auctions for credit trading; however they are not going well either. John Leen suggested perhaps the best hope the Authority would have is to contact companies and/or municipalities directly to attempt to sell them. One of the problems appears to be that DEP never followed through with this program and dropped the ball on requiring large plants to comply.

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Corn Crib Roof – Last month the Authority approved a quote from Miller Roofing to replace the roof on the corn crib at the farm. Unfortunately, the bid was incorrect and only one half of what the intended bid was. After discussing this with Attorney MacNeal, she suggested the Authority re-approve the correct quote, which was still less than the other two quotes received for the work. A Klinedinst/Fisher motion was made to approve the quote from Miller Roofing to replace the corn crib roof at a cost of \$9,960.00. Motion passed unanimously. This corn crib is used primarily for storage at the farm.

Commercial/Industrial Questionnaires – Tom B. hopes to review the questionnaires received thus far in the near future. He will also be in contact with those companies that did not return their questionnaires. Approximately fifty percent of the businesses have responded. Tom will also be meeting with Kinsley to verify the companies that are occupying Kinsley's buildings in Orchard Business Park so questionnaires can be sent to those businesses and to confirm their buildings are being billed correctly.

Golf Outing – The golf outing was a success, raising nearly \$1,800.00 for charities. The profits will be split between two charities, Big Brothers/Big Sisters and an offshoot of Autism of York that purchases iPads for autistic children.

Dallmeyer's Reservation Agreement Request – Carl Dallmeyer, on behalf of York Bakers Farm LP, has made requests for a three year extension to their three reservation agreements made with the Authority, as well as requesting Authority approval to transfer those EDU's to a third party to be used within the Northeastern Sewer service area. The agreements were for a ten year period. The agreement for thirty-three EDU's were given in exchange for the land the Saginaw treatment plant was built on; the agreement for eight EDU's (which is now 7 because of an earlier use of 1 EDU on Long Road), was for the permanent easement to the Long Road pump station; and the agreement for sixty-seven EDU's were purchased for \$80,400 at an \$1,100 per EDU cost plus \$100 per EDU for administrative fees. Tom B. explained the situation and provided copies of the three agreements and requests to Authority members for their review. Joel Klinedinst suggested the Authority obtain an Attorney to review these requests because he did not feel comfortable making a decision before talking with an Attorney. Attorney MacNeal represents Carl Dallmeyer as well as the Authority and cannot make any comments regarding these agreements. Tom B. will contact an Attorney that is willing to review the agreements, most likely an Attorney from Blakey, Yost, Bupp and Rausch. This subject will be reviewed again at the October Authority meeting.

Farm Costs – Joel requested a report that indicates the income and costs for the farm.

Authority Administration

Cyber Insurance – Pat shared an e-mail received from Keith Kieber of Kocman Insurance regarding premium costs for cyber insurance. After discussion, Pat was instructed to ask Mr. Kieber to attend the next Authority meeting to answer questions regarding the policy options.

Audit Quotes – Kochenour, Earnest, Smyser and Burg have completed the third audit, which is the final audit of their quote. Pat has contacted them about providing a new quote for future audits beginning with the 2014 audit. She will also contact additional accounting firms to obtain prices from them as well.

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Accounting Software – Currently the software used for accounting is Peachtree and it is available only on Pat's computer. Pat requested the software be upgraded to a three user program so that Betsy's computer as well as the one in Tom Prowell's office in the administration building, would be connected as well. Ed Horvath, the Peachtree representative, has begun to make the changes to Peachtree approved at a previous meeting, so the Authority is in line with current accounting practices with regard to their chart of accounts.

Purchase Order System – Tom Prowell would like to begin a purchase order system on larger ticket items that need to be purchased. In order to do this, he would enter the purchase orders into Peachtree and would be able to enter invoices for payment on items regarding maintenance to the plant and collection system. He would be doing this on the computer recently purchased as a server. Because of this, an additional computer would need to be purchased that would be used strictly as a server and could be placed in the back room of the administration building. The Authority instructed Pat to obtain prices for the server to be presented at the October meeting.

Health Insurance – Capital Blue Cross will no longer be offering their Senior Blue insurance package to working employees. At the current time, this would affect one employee, as well as any employee when they become sixty-five years of age. Pat will contact Capital Blue Cross as well as other health insurance providers to review what they have to offer for employees sixty-five and over as well as for all other employees.

Patti Fisher's Term – Patti's term will end on December 31, 2014. Fortunately, she has agreed to be appointed for an additional five year term. Mt. Wolf Borough Council will vote on her appointment.

Solicitor's Report

No report.

Engineer's Report

Chestnut Valley Maintenance Bond – After John Leen recommended approval, a Klinedinst/Nace motion was made to approve release of the eighteen month maintenance bond for the Chestnut Valley Development. Motion passed unanimously

Security – John noted that security has been received for both the Gross Final Land Development Plan for land adjacent to Orchard Business Park and for the Gross/Kinsley Preliminary/Final Subdivision Plan for the land which is part of Orchard Business Park on Zion's View Road.

Oskinski Sketch Plan – John felt this plan needed to indicate a better tie in for the sewer. He and Tom P. visited the site and now have that situation resolved.

Orchard Business Park – Kinsley has requested security be released for the Orchard Business Park, Phase I, Lot I, where Southwire moved into. John noted Kinsley will still be required to have security for an eighteen month

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period from when Southwire occupied the building. John has talked with Attorney MacNeal regarding this request and is waiting to hear back from her. This request will be discussed with the Authority at a later date.

Treasurer's Report

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

Requisition

Requisition 2014-4 – A Good/Klinedinst motion was made to approve requisition 2014-4 totaling \$7,260.15 for the purchase of two samplers from Teledyne Instruments, Inc., as required by DEP. Motion passed unanimously.

Adjourn

At 8:45 PM a Miller/Nace motion was made to adjourn. Motion passed unanimously.

REGULAR MEETING - Monday, October 27, 2014 - 7:00 PM - 200 North Main Street