

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

October 27, 2014

The Northeastern York County Sewer Authority met on Monday, October 27, 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

Stacey MacNeal

Plant Superintendent

Tom Prowell

Recording Secretary

Pat Poet

Special Projects Coordinator

Tom Beakler

Visitors in attendance were: Gordon Walker, Budd Staub, Todd Kline, David Koritech, Corey McCoy and Mike Jeffers.

Minutes

The minutes from the September 22, 2014, meeting were approved as mailed.

Visitors/Correspondence

Gordon Walker – Gordon presented possible refinancing options for 2015. Refinancing can be done every ten years. He suggested gearing up for the refinancing in February, 2015, with a May sale and June closing. At today's rates, the savings would be from \$920,326 to \$1,125,000 over the life of the bond issue. He felt the Authority should keep the Del Val loan as is for now. Should interest rates increase, they can be locked in with a few weeks notice. After discussion, the Authority agreed to begin pursuing the refinancing in February. Attorney MacNeal will be in contact with Gordon in February to begin the process.

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Nixle System – Budd Staub, Emergency Management Coordinator, explained the Nixle system and how it can be used. After discussion, Joel Klinedinst noted that East Manchester Township felt the Sewer Authority should be able to use the Nixle system without actually being one of the paying entities. If a sewer emergency arises, Tom Prowell would contact the individual municipalities to post something on Nixle. Budd Staub encouraged everyone to sign up for Nixle and spread the word to neighbors as well.

David Koratich - Mr. Koratich from LSC Design asked for Authority approval for the Land Development plan for Orchard Business Park Phase II. He explained how this current plan changed the pump station from a public station to a private station for one lot. John Leen noted he has reviewed the plan and recommends approval and signature of it contingent upon receiving security. A Klinedinst/Fisher motion was made to approve the Land Development plan for Orchard Business Park Phase II and signature of the plan when security is received. Motion passed unanimously.

Operations Report

Blower VFD Unit – Tom Prowell reported that the rebuilt blower unit did not work when reinstalled. It had to be returned to be worked on again. It seems to be working well now. B & R did the re installations.

Sherman Oaks Station – The air relief valve needed to be replaced at this station.

George Street Station – The original vacuum pump in this station had to be replaced with a spare in storage. A second pump at this station also needed rebuilt.

Farm Work – Tom P. reported on the prison workers completing work at the farm and at the plant. They cleaned off the bank behind the old administration building and offered to return next year to do additional work. After discussion, a Klinedinst/Fisher motion was made to give Tom Prowell authorization to schedule the use of prison workers for projects as needed, without requesting approval from the Authority Board. Motion passed unanimously.

Biosolids Hauling – The corn was harvested at the farm on September 29. Hauling will continue as the weather permits.

DEP Meeting – Tomorrow Tom P., Tom B., and John Leen will be meeting at the DEP offices to discuss the low level mercury requirements that DEP gave the Authority if the outfall location is changed. These tests cost \$200.00 each and DEP wants them done on a weekly basis.

Retirement – Bob Amspacher will be retiring at the end of this year. He has been working for the Authority since 2002.

Special Projects Report

Nutrient Credit Sales – The nutrient credit agreement with Mercuria has been terminated. Tom Beakler has arranged the sale of 1,700 pounds of phosphorous credits for \$1.75 per pound. He noted the Authority has

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2,400 pounds available to sell, as well as 30,000 lbs. of nitrogen credits. Nitrogen credits are very difficult to sell now because the demand is low. A Klinedinst/Good motion was made to approve the sale of 1,700 pounds of phosphorous credits at \$1.75 per pound. Motion passed unanimously. After discussion, a Klinedinst/Miller motion was made to authorize Tom Beakler to enter into agreements to sell nutrient credits at the best price he can obtain. Motion passed unanimously.

John Leen presented an agreement with Penn Vest to try to sell nutrient credits at their auction on November 5th. John noted they have several nutrient credit auctions per year. A Nace/Miller motion was made to approve Resolution 2014-4, which is the agreement to participate in the Penn Vest auctions and to authorize John Leen to act on behalf of the Authority at those auctions. Motion passed unanimously. John felt there is not much hope of selling many credits because of the number that are available and that the demand for the credits is low.

Farm Lease – All signatures have been obtained on the lease with Star Rock Farms and copies have been distributed.

Farm Land Encroachment – Tom B. reported on a landowner who has encroached on Sewer Authority property at the farm. As a result of a letter Attorney MacNeal sent to the property owner, a meeting was held with the owner, Tom B. and Attorney MacNeal on site. The property survey pin had been removed that was placed by C. S. Davidson. The property owner agreed to pay legal fees, fees to have the property pin replaced, as well as the cost of having trees planted along the edge of the property where the Authority's land had been cleared.

Commercial/Industrial Questionnaires – There was a 55% response to the first questionnaires that were mailed. Attorney MacNeal sent a second letter out on October 21, to approximately forty industrial/commercial customers who did not respond. Several responses have been received as a result of the letter already.

Corn Crib Roof – Miller Roofing has begun replacing this roof today. This work was approved at the last meeting.

Orchard Business Park Lot #1 – Mike Jeffers from Kinsley requested the security for this lot run until the end of December in lieu of an extra eighteen month period. John Leen explained the security was for a line that was installed years ago. John has no problem with that request. A Klinedinst/Miller motion was made to approve the security for lot #1 in Orchard Business Park run until the end of 2014, and be released at that time, in lieu of an additional eighteen month period. Motion passed unanimously.

Authority Administration

Cyber Insurance – Pat provided Authority members additional information on cyber insurance that Keith Kieber provided. Pat was instructed to contact Gordon McKeever, the Authority's IT person, and ask if he has any experience or knowledge of this type of insurance. She will report back at the November meeting.

Additional Computer Work Station – A Nace/Fisher motion was made to approve purchase of one work station, to be used as a server, from Gordon McKeever at a cost of \$1,310.00 and in addition, request a battery backup for this unit. Motion passed unanimously.

Audit Quotes – Pat reported on contacting four different auditing firms; only two provided quotes for their services. Kochenour, Earnest, Smyser and Burg; and Stambaugh Ness. Kochenour, Earnest, Smyser and Burg provided the lowest quote of \$9,300, \$9,400 and \$9,500 for three annual audits. A Miller/Nace motion was made to accept the audit quote from Kochenour, Earnest, Smyser and Burg for three yearly audits, beginning with the 2014 audit. Motion passed unanimously.

Health Insurance Quotes – Several health insurance brokers were contacted by Pat to provide health insurance quotes for employees. Only one responded with four different options. Pat explained each option and what their coverages and costs were. After discussion and making comparisons, a Klinedinst/Fisher motion was made to retain the current health insurance, Capital Blue Cross, for an additional year through December 1, 2015. Motion passed unanimously.

Solicitor's Report

Driveway Encroachment – Attorney MacNeal reported she has obtained Darren Savage's signature on the license agreement for the driveway at his property on North George Street that is encroaching on Sewer Authority Land at Sinking Springs Farm. A Klinedinst/Miller motion was made to accept the Darren Savage license agreement. Motion passed unanimously.

Appel Alley – There is one property along this alley that has not responded to Attorney MacNeal's request for a signed license agreement that is owned by Grim. Both Tom Prowell and Attorney MacNeal have been viewing the property and there doesn't seem to be anyone parking in the area of concern. Attorney MacNeal will not pursue the matter further unless a problem would appear later.

Clean & Green – Sinking Springs Farm has been admitted to the Clean and Green status, decreasing the assessed value to \$250,000. This will not affect taxes since the property is now tax exempt.

Resolution 2014-3 – Attorney MacNeal presented this updated Resolution that has been reviewed several times. One of the changes within this Resolution is that commercial and industrial properties within Districts 1, 2 and 4 will be billed at the same surcharge rate as District 3 at \$8.00/1,000 gallons, an increase from the current \$7.35/1,000 gallons, effective with the March 1, 2015, billing. The surcharge rate for Institutional customers will remain the same at \$4.40/1,000 gallons. These surcharges only affect those customers who use over 25,000 gallons per quarter. This change in rates moves toward rate equality for all customers. The Resolution also requires commercial and industrial customers' quarterly billings be sent to the owners of the properties, not the tenants. A Klinedinst/Nace motion was made to adopt Resolution 2014-3, which amends the Rules and Regulations relating to the billing of Commercial and Industrial Users. Motion passed unanimously.

Engineer's Report

Greenridge Development – John Leen continues to work with the developer to get them to provide the necessary information to the Authority so the sewer lines can be accepted. He has, again, sent them the checklist of items that need to be addressed.

Nutrient Credit Trading – John relayed that he will do his best to try to sell nutrient credits for the Authority at the Penn Vest auction, but they are going to be difficult to sell.

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Treasurer's Report

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

Budget Meetings – A staff budget meeting will be held on Monday, November 10th at 1 PM and the general budget meeting will be held on Monday, November 17th beginning at 6:30 PM. Pat will advertise the November 17th budget meeting and will send out reminders for that meeting.

Executive Session – 8:52 PM to discuss a personnel matter.

Executive Session Ended – 9:02 PM – Regular meeting called back in order.

Health Insurance for Bob – A Good/Klinedinst motion was made to approve paying health insurance for Bob Amspacher and his wife for the month of December, 2014, not to exceed \$2,000. Motion passed unanimously. Tom Prowell will inform Bob of this decision.

9:03 – Attorney MacNeal exited meeting.

Dallmeyer Agreements – A meeting was held with Gene Snell, Clair Good, Tom P., Tom B., Joel Klinedinst, John Leen and Attorney Charles Rausch regarding the request by Carl Dallmeyer to extend three different sewer reservation agreements with the Sewer Authority made in 2005 and 2006 for an additional three year period. Furthermore, he is requesting the right to transfer EDU's for use on other tract(s) within the Saginaw collection system, and the right to transfer the EDU's to a third party. Attorney Rausch felt the Authority has a legal right-of-way to the Saginaw plant and these agreements do not affect that access. Attorney Rausch had made a recommendation that Mr. Dallmeyer attend a Sewer Authority meeting to explain the reasoning behind his request. A Good/Klinedinst motion was made to authorize Attorney Rausch to draft a letter to Mr. Dallmeyer, noting that if he does not attend a meeting, the Authority will not act and will allow the agreements to expire. Motion passed unanimously.

Adjourn

At 9:17 PM a Miller/Good motion was made to adjourn. Motion passed unanimously.

REGULAR MEETING - Monday, November 24, 2014 - 7:00 PM - 200 North Main Street

