

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

FEBRUARY 27, 2023

The Northeastern York County Sewer Authority met on Monday, February 27, beginning at 7:00 PM in the administration building at 200 North Main Street in Mt. Wolf.

Authority members in attendance were:

Mt. Wolf Borough

Patti Fisher
Anya Barlett

Manchester Borough

Dale Benedick
Judy Hilliard

East Manchester Township

John Nace
Tyler Kramlick

Engineers

Chris Toms
Colin Cash

Solicitor

Attorney Peter Ruth

Operations Manager/Recording Secretary

Pat Poet

Visitors/Employees

Dean Kohr, Steve Gross, Carl Dallmeyer, Ethan Hale from CSD, and employees Desiree Boorujy, Peter Nestlerode and Drew Dubbs

Agenda

A Fisher/Benedick motion was made to approve the amended agenda. Motion passed unanimously.

Minutes

A Fisher/Barlett motion was made to approve the minutes from January 23, 2023. Motion passed unanimously.

Engineer Appointment – A Kramlick/Fisher motion was made to appoint CS Davidson, Inc. as the Authority’s engineering firm for 2023. Motion passed unanimously. Chris Toms thanked the Board for appointing CSD.

Resolution 2023-1 – This Resolution is to establish a policy to govern the sale of property worth less than two thousand dollars. After review a Kramlick/Fisher motion was made to approve Resolution 2023-1. Motion passed unanimously. It was noted this Resolution is required to be adopted prior to accepting sealed bids for the 2000 Ford Ranger.

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Bid Opening – 7:15 PM - One sealed bid was received for the 2000 Ford Ranger as is. John Nace opened the sealed envelope and announced the bid was from employee Keith Sweitzer in the amount of \$1,200.00. A Kramlick/Fisher motion was made to accept Keith Sweitzer’s bid for \$1,200.00. Motion passed unanimously.

Correspondence/Visitors

Mr. Kohr was in attendance to hear any updates that may be discussed for the Area 2 project.

Operations Report

The Operations report was reviewed.

IDA Grant – The Authority has received word that the funds for the IDA grant should be received in the beginning of March.

Personnel Committee – Pat asked the Board to verify who is on the Personnel Committee because of some confusion in the past. It was confirmed that the committee members are Patti Fisher, Anya Barlett and Dale Benedick.

Manchester Cafe and Dollar General Sewer Lines – There was a reported back up in the sewer line that is shared by Manchester Cafe, Dollar General and the Smoker’s Outlet. The apparent cause was grease building up from Manchester Cafe. It has been cleaned out. Chris Toms suggested to Pete that he or other staff set up a schedule to begin inspecting grease traps of all businesses on a regular basis and to do more frequent inspections of those customers who have had reported problems in the past.

Truist Bank – Pat asked the VP of Commercial Banking at Truist if they would increase the interest rate the Authority is currently receiving since it is so low. That rate has been increased.

Hydrant Taxes – Hydrant taxes were received from the Township for several pump stations. The Authority had not been billed for them in the past. Steve Gross said he thinks those taxes have been in place for approximately twenty years. The Township Tax Collector had contacted the Township to let them know the Authority has never been billed for them, but probably should. Attorney Ruth agreed that these taxes are the Authority’s responsibility and should be paid.

Pete’s Report – This report was reviewed and Pete explained the maintenance problems in the report that were addressed at various pump stations and at both plants. Peter had reported to DEP that Hartman Run was muddy as it was flowing by the plant and the mud appeared to begin at the apartment construction site. DEP told Pete they or York County Conservation would visit the site, but Pete has not received any communication from them as to whether or not that visit had occurred.

385 Long Road Connection – The owner of this property who never connected to the sewer system spoke with Attorney Ruth and told him he has been in contact with Dash Mechanical and they will complete the connection. The owner hopes the work will begin by the end of March.

Starview Mobile Home Park – Desiree shared the annual report from Starview Mobile Park she received. Chris suggested including how many feet of lines were televised within the park. Carl Dallmeyer said he used two different companies to televise Starview Park’s lines, however he will not release any additional information to the Authority regarding the televising with the exception of the number of feet televised. Attorney Ruth noted that both the Authority and Starview Mobile Home Park were not meeting the communication and reporting requirements agreed to in the agreement between the two parties. From this point on it was agreed that the requirements will be met.

Solicitor’s Report

Employee Handbook – Attorney Ruth had provided copies of the employee handbook to all Board members prior to the meeting. He reviewed the changes that were made to it. A Kramlick/Fisher motion was made to approve the new Employee Handbook. Motion passed unanimously.

Musser Run Easements – Attorney Ruth reported on conversations and correspondence he had with the property owner next to the pump station. The owner had questions regarding the location of the force main and the location of the easement. Attorney Ruth will report on any progress being made during the March meeting.

Reimbursement Agreement – The reimbursement agreement between Locust Run Development and the Authority is being prepared. An amount needs to be calculated for reimbursement of any connections made to the tributary to the pump station and it will be added to the tapping fee for any new connections to that line.

Penn Waste Easements – The final easement has been properly notarized and all of the Penn Waste easements have now been recorded.

Engineer’s Report

Subdivision Plan – Patti Fisher reported a few small changes were made to the Robert Rentzel subdivision plan that she presented at the January meeting. Chris said there is no need for the Authority to take any further action on the plan.

General Operations

Contracted Projects

Second Street Station – Colin reported the generator is scheduled to be delivered March 13th. Because of that delay, WYElectric cannot meet their contract deadline. Colin presented Contract Change Order #1 to extend WYElectric’s contract deadline to April 18, 2023 because of the delay in receiving the generator. A Fisher/Hilliard motion was made to approve Contract Change Order #1 that extends the end date of WYElectric’s contract to April 18, 2023. Motion passed unanimously.

Area 2 Extension

Fill Site – Steve Gross offered a portion of his land that can be used as a fill site for the Area 2 project at no cost to the Authority. Attorney Ruth will draw up an agreement between Steve and the Authority for use of the site. There will be a separate permit, which will be held by Steve, that will prevent the Authority from having any

liability if fill is taken to the same site from different entities other than the contractor for Area 2. The written agreement will document the fact that there will be no cost to the Authority for using this site.

Borings – The majority of the geotechnical borings have been completed. The reports from the borings have not yet been received.

HOP Permit – The HOP permit from PennDOT was received on February 8, 2023. Expiration date of this permit is February 8, 2024.

Musser Run Issues – Chris is working with Attorney Ruth to resolve the issues with the adjacent property owner so that work can continue at the pump station.

Township Permit – Plans were submitted to East Manchester Township showing the pump station improvements for Area 2. Work has begun on obtaining Township Road Opening Permits.

Bidding Plans – CSD continues to work on the bidding plans and specifications for Area 2.

Saginaw WWTP

NPDES Permit Renewal - The application for renewal of the Saginaw NPDES permit will be submitted in March after it is reviewed and signed at the March Board meeting. It is due April 3, 2023. At this time, it is not known if any of the parameters will change and/or if additional testing will be required when the new permit is issued.

High Flow Management Plan – CSD has prepared a High Flow Management Plan for the Saginaw Plant that is a requirement in the current NPDES permit.

Mt. Wolf WWTP

PSI Quote – After reviewing PSI's quote for painting the suction lines in the wet well that were recently replaced and weighing the pros and cons of having the painting done, the Board decided not to approve the quote. The painting may be able to be done in the future in conjunction with other work that would require the wet well to be emptied.

Active Development Plans

Garrod Properties – The generator will not be in operation at the time the pump station goes on line. Garrod would like to dedicate all of the facilities to the Authority before the generator is functional. Chris suggested not to accept dedication at this time. A meeting will be held tomorrow regarding this project.

Starbucks Plan – The Township has requested that the Authority sign these plans. Starbucks is expanding one of their buildings. This expansion will not impact the sewer system with any additional flows or changes of sewer lines. The plans were reviewed by CSD. A Kramlick/Benedick motion was made to approve the Starbucks plan as submitted. Motion passed unanimously. Chris Toms thanked the Township for providing the plans to the Authority even though they do not impact the sewer system.

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Treasurer's Report

Payment of Invoices – A Kramlick/Barlett motion was made to approve payment of invoices as presented by Judy. Motion passed unanimously.

Requisitions –A Hilliard/Nace motion was made to approve requisition 2023-3 to CS Davidson for engineering fees totaling \$45,188.34. Motion passed unanimously.

A Nace/Fisher motion was made to approve Requisition 2023-4 to pay the Application for Payment #1 from Rogele for work completed on the 2022 Sanitary Sewer Maintenance projects totaling \$97,230.30. Motion passed unanimously.

A Kramlick/Fisher motion was made to approve requisition 2023-5 to USG totaling \$1,410.00 for televising work completed on Poplar Lane. Motion passed unanimously.

Adjourn

At 7:55 PM a Hilliard/Fisher motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING – Monday, March 27, 2023