

Northern Lancaster County Authority
Minutes of Meeting Held
December 13, 2021

The regular monthly meeting of the Northern Lancaster County Authority took place on Monday, December 13, 2021 at 7:00 PM. In attendance were board members Mike McHenry, Roger Sauder, Grant Wise, Steve Tomasko and Jesse Martin. Also, in attendance were Matt Ross, Superintendent; Kathy Homan, Administration; Blake Romanowski, Authority Consulting Engineer and Anthony Schimaneck Authority Solicitor, and staff member Rodney McCowan.

- 1) Community Open Session
 - a) No guests from the community.
- 2) Minutes
 - a) Motion to approve the minutes from the November meeting was approved by a 5-0 vote.
- 3) Check Record and Approval of Bills
 - a) Motion to pay bills was approved with a 5-0 vote.
 - b) Motion was also unanimously approved for Payment Application #2 to Barrasso Excavation Inc in the amount of \$142,896.50 for work performed on the Interceptor Upgrade/Sag Replacement project.
- 4) Plant Operator's Report
 - a) Review Plant Operator's Report on Flows, EDUs and Plant Performance.
 - November monthly average flows were 0.404 MGD with 1.75" of rain. Matt noted that 12.129 million gallons of water was treated in November. Flows were elevated in the beginning of November due to significant rainfall at the end of October and vegetation has stopped growing.
 - Four new EDUs were purchased in November (3 EDUs in Hawk Valley and 1 in The Meadows).
 - No sanitary sewer main or lateral filming was performed in November.
 - b) Gorman Rupp Grit Pump
 - Matt Ross reported that the grit pump had a seal failure and was leaking oil. The staff contacted Envirep to confirm the issue and repair the pump, impeller and seal plate. Work was completed 12/2. The cost of repair was \$3,613.77.
 - c) Electric Power Savers / LED Lighting Update
 - Mike McHenry provided Matt with a few contacts for the fluorescent lights and ballast disposal. Matt contacted A1 Recycling of Manheim for disposal information.
 - The disposal of lights will be about \$.15 a foot and \$.40 or \$.90 per ballast depending on the ballast type. There are 240 lights and 80 ballasts that will cost approximately \$200 for disposal.
 - d) Sewer Specialties
 - Sewer Specialties filmed Monday and Tuesday 11/15-11/16.
 - Flows were elevated due to 1.35" of rain in the previous 4 days.
 - The entire 15" interceptor (4000') was televised with only one joint leak located.

- Sewer Specialties will mail the complete video footage of the 15” interceptor on a flash drive after they receive payment from the Authority.
- There was a lengthy discussion regarding sewer mains and I/I concerns.

e) Lawn Mower Trailer

- The Authority sold the '92 Ford truck and Matt was instructed to replace it with a small utility trailer. The Ford truck was used to haul the riding lawn mower to the package plants as well as other various landscaping jobs.
- A new utility trailer was purchased from MGS on 12/7/21 for \$2,200.

5) Administrative Report

a) Delinquent Account List

- Delinquent accounts report was emailed to the Board for review.

b) Monthly/Quarterly QuickBooks Reports

- Current QuickBooks Board reports were emailed for review.

c) First Citizens Bank Proposal

- First Citizens Community Bank prepared a proposal to move remaining bank accounts from JBT to FCCB. JBT provided a higher interest rate and will keep those interest-bearing accounts.

d) Capital Blue Insurance Renewal

- Insurance renewal information was emailed to the Board.
- Kathy prepared a summary of the different plans and it was determined that the current plan is the most cost effective for the Authority.

6) Engineer’s Items

a) Payment Request #2 from Barrasso Excavation

- Blake received Payment Request #2 from Barrasso Excavation. The Board unanimously agreed to make this payment as previously stated.
- Blake indicated that the interceptor upgrade was completed. The final walkthrough and punch list is scheduled for Tuesday, December 14. Some restoration was done in late November and the contractor will come back in the Spring to oversee the area.
- There was discussion on the 5% retainage amount since the restoration won’t be completed until the Spring. Blake will get an estimate on the price to reseed and deduct that amount from the retainage to be paid to Barrasso.
- Motion was made to reduce the retainage to EE Inc’s determination of re-seeding and final work with a unanimous vote.

b) Hawk Valley Phase II

- Hawk Valley Phase II developer signed and sealed the easement agreements. These were sent to Tony’s office to be recorded.
- The developer’s agreement was received by Tony this morning. The Developer agrees to purchase 35 of the 88 EDUs at time of execution in the amount of \$224,000. Three years from date of execution the Developer must purchase 18 of the remaining 53 EDUs at the then

current tapping fee rate. Another 18 of the remaining 35 EDUs must be purchased 5 years from date of execution and the remaining 17 EDUs to be purchased 6 years from date of execution.

- Motion was made to enter into this agreement with Talon Holdings. Motion passed with a vote of 5-0. The agreement was signed.
- Blake noted that a pre-construction meeting will be held on Tuesday, December 14 at 9:00.

7) Attorney Items

a) Resolution 12-8-21-1

- Resolution for sewer rate increase from \$209.50 per quarter to \$211 per quarter (\$13.18 per additional 1,000 gallons over 16,000 gallons was signed. This increase goes into effect 1/1/22 and will be reflected on the 3/31/22 billing.
- Motion was unanimously approved to accept the Resolution.

b) Entech Engineering Agreement

- Tony discussed the engineering agreement proposal for Entech Engineering to be used as the Authority's backup engineer. The Board will table this agreement until the Reappointment Meeting in January.

8) Old Business

a) No Updates

9) All checks were signed as per the approved bill list.

10) Executive Session – Personnel

Meeting Adjourned at 8:00 PM