

Northern Lancaster County Authority
Minutes of Meeting Held
March 14, 2022

The regular monthly meeting of the Northern Lancaster County Authority took place on Monday, March 14, 2022 at 7:00 PM. In attendance were board members Mike McHenry, Roger Sauder, Jesse Martin, Grant Wise and Steve Tomasko. Also, in attendance was Matt Ross, Superintendent; Kathy Homan, Administration; and Blake Romanowski, Authority Consulting Engineer.

- 1) Community Open Session
 - a) No one from the community attended the meeting.
- 2) Minutes
 - a) Motion to approve the minutes from the February 14, 2022 meeting was approved.
- 3) Check Record and Approval of Bills
 - a) Motion to pay bills was unanimously approved with Roger Sauder abstaining from check #5093 to Sauder's Garage.
- 4) Plant Operator's Report
 - a) Plant Operator's Report on Flows, EDUs and Plant Performance.
 - February's monthly average daily flows were .456 MGD with 3.55" of rain. A total of 12.758 million gallons was treated last month.
 - 2 EDUs were added in February.
 - b) Current Sludge Truck Inspection
 - Matt informed the Board that the sludge truck needed new front tires to pass inspection as the old tires were dry rotted and coming apart. Used tires were purchased as this vehicle will be replaced in a few months' time.
 - c) New Employee Update
 - John T Everhart accepted the position at NLCA. His start date is Wednesday, March 16, 2022.
 - d) Package Plant Generator Service
 - Kramer Mill and Gehman School generators were serviced by Power Systems. They also performed a 2-hour load bank test. Matt is waiting for the results.
 - e) Reed Beds
 - An annual biosolids analysis was performed. Matt is waiting for the reports.
 - The staff sent reed material to be analyzed per the Board's recommendation. This analysis is being performed to determine whether the reed bed trimmings are a biohazard.
 - The Board recommends retesting the reed material every 5 years unless there is an industrial connection which could alter the trimmings as a

biohazard. If such a connection exists, then the analysis should be repeated every 2 to 3 years or possibly on an annual basis.

f) Turnpike Commission

- Matt received a PA-1 call for the Turnpike Commission property. When he inquired with the contact at the Turnpike Commission he was informed that the turnpike is preliminarily looking into connecting to our system.

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) Hawk Valley Phase II Escrow Account

- Motion was made and approved to open an escrow account for Hawk Valley Phase II.

6) Engineer's Items

a) Chapter 94 Report Update

- Blake presented hard copies of the report for Matt's signature. The report is due at the end of March.

b) 128 W Maple Grove Road Update

- Ebert Engineering received a letter requesting capacity. Blake informed the developer that the Authority has the capacity and will need to set up an escrow account. Motion to open an escrow account titled 128 W Maple Grove Road was approved with a 5-0 vote.

c) Gehman School

- Representatives from Gehman School has expressed interest in connecting to the system. The Authority requested flow numbers but the school hasn't provided any. It was decided to wait for official notification from the school and then have Ebert Engineering issue a letter with requirements for connecting.

7) Attorney's Items

a) No Update

8) Old Business

a) No update

9) Sign Checks

a) All checks were signed as per the approved check record

10) Executive Session

a) No discussion

Meeting Adjourned at 7:46 PM.