

Northern Lancaster County Authority
Minutes of Meeting Held
December 12, 2022

The regular monthly meeting of the Northern Lancaster County Authority took place on Monday, December 12, 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; Fred Ebert, Authority Consulting Engineer; and Anthony Schimaneck, Authority Solicitor.

1) Community Open Session

- a) No one from the community attended the meeting.

2) Minutes

- a) Motion to approve the minutes from the November meeting was approved.

3) Check Record and Approval of Bills

- a) Motion to pay bills was unanimously approved.

4) Plant Operator's Report

a) Plant Operator's Report on Flows, EDUs and Plant Performance.

- November monthly daily flows were .336 MGD with 2.35" of rain. A total of 10.088 million gallons was treated last month.
- 2 EDUs were added in November.

b) 1980 Chevy Water Truck

- The Municibid auction is ending on 12/13/22.

c) Sewer Specialties Service

- The 12" interceptor filming is complete.
- Matt is reviewing the footage and will provide to Ebert Engineering when he is finished.
- Sewer Specialties said there were no major issues to report.

5) Administrative Report

a) Delinquent Account List

- Delinquent accounts report was emailed to the Board for review.
- Lien paperwork was prepared by Morgan, Hallgren, Crosswell & Kane, PC for accounts 10203.01, 10569.02, 10711.01 and 11239.01
- Kathy informed the board that payment was received from the PHFA program on behalf of account # 10770.01.

b) Monthly/Quarterly QuickBooks Reports

- Current QuickBooks board reports were emailed for review.

c) Monies in Operating Account

- The Board was asked to consider what the maximum of funds should be maintained in the operating account and what to do with the overage.

- Kathy will prepare a report showing income and expenses for a 6-month period.
- d) Revised 2023 MMO Worksheet
- The original MMO worksheet provided an incorrect rate. PMRS prepopulated a corrected form to be submitted. This reduced the MMO amount for 2023 to \$22,869 from \$23,382.
- e) JBT 128 W Maple Grove Road PSA Account
- Paperwork was prepared for the opening of the 128 W Maple Grove Road PSA account and signed collected.
- 6) Engineer's Items
- a) Interceptor Televising
- Fred recommended that because the interceptors are the most expensive liability we have, the Authority should televise the interceptors every 5 years.
 - Fred also recommended maintaining a history on the interceptors.
 - Warning indicators for a failing interceptor is structural breakdown are leaks (usually along a joint) or an increase in sags.
- b) 128 W Maple Grove Road
- Ebert Engineering witnessed the pressure testing and reported that paving will begin in the spring.
 - It was recommended that the Authority place a new frame and manhole because the current manhole has 5 risers. This recommendation will help to eliminate the potential for leaks. The Authority could remove the cone section and place in a barrel section then take out the 2" risers and put in a 12" monolithic riser.
- c) Gehman Mennonite School
- The Authority received 3 days of sampling and the lab results show nitrogen at 8 times the norm. The source of the flow is mostly urine because there is no other water usage to dilute the wastewater.
 - Lab results also showed a high BOD level which will create issues over weekends and the summer.
 - Allowing the school to connect to the collection system will place the Authority close to the permit limit. Phosphorus at 4 times the package plant's norm will probably require changes to running of the plant. DEP and EPA approval would be needed in order to handle the new load.
- d) Revision to Meeting Agenda
- The Board approved a motion to add the Simeon Musser butcher shop discussion to the agenda with a vote of 5-0.
- e) Simeon Musser
- Matt, Blake and Fred went to see Simeon Musser's butchering operation on September 13, 2022.
 - Currently everything runs to a floor drain system then to a septic system to a drain field with a holding tank.

- The best scenario to allow connection to the system would be for the slaughter waste to be sent to a holding tank and the rest to NLCA. The Authority would require the holding tank to be hauled out with the requirement for manifests for proof of hauling be provided when requested.
- Fred would like to discuss this with the Township Engineer.
- The Board unanimously voted regarding Simeon Musser's request to follow the engineer recommendations to require a holding tank for the slaughter waste and separate piping for the remainder of the wastewater to the Authority.

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) Personnel

General Meeting Adjourned at 8:32 PM.

Executive Session Adjourned at 8:40 PM