

Northern Lancaster County Authority
Minutes of Meeting Held
January 9, 2023

The regular monthly meeting of the Northern Lancaster County Authority took place on Monday, January 9, 2023 at 7:00 PM. In attendance were board members Mike McHenry, Roger Sauder, Grant Wise and Jesse Martin. Steve Tomasko was excused from the meeting. Also, in attendance were Matt Ross, Superintendent; Kathy Homan, Administration; Blake Romanowski, Authority Consulting Engineer and Anthony Schimaneck Authority Solicitor.

- 1) Reorganization was directed by Anthony Schimaneck. All positions were accepted and approved by a unanimous vote:
 - a) Chairman – Mike McHenry (Mike abstained from this vote)
 - b) Vice Chairman – Roger Sauder (Roger abstained from this vote)
 - c) Secretary – Grant Wise (Grant abstained from this vote)
 - d) Treasurer – Jesse Martin (Jesse abstained from this vote)
 - e) Assistant Secretary/Treasurer
 - f) Solicitor – Morgan, Hallgren, Crosswell & Kane, PC
 - g) Engineer – Ebert Engineering Inc
 - h) Backup Engineer – Entech Engineering
 - i) Auditor – Herbein & Company Inc
- 2) Community Open Session
 - a) No guests from the community.
- 3) Community Open Session
 - b) No guests from the community.
- 4) Minutes
 - a) Motion to approve the minutes from the December meeting was approved.
- 5) Check Record and Approval of Bills
 - a) Motion to pay bills was unanimously approved.
- 6) Plant Operator's Report
 - a) Plant Operator's Report on Flows, EDUs and Plant Performance.
 - December's monthly average daily flows were .444 MGD and 4.6" of rain. A total of 13.753 million gallons was treated last month.
 - No EDUs were added in December.
 - b) 1980 Chevy Truck
 - The Chevy water truck sold for \$6,600. The buyer is from Mississippi and will pick up the truck in January.

- c) 12" Interceptor Review
 - Matt has reviewed about 75% of the footage and will provide a copy to Ebert Engineering for their review.
 - There are also a couple of areas that Matt would like to discuss with Blake to keep an eye on.
 - Follow up information will be provided to the Board at the February meeting.
 - d) Penn DOT Business Partner ID
 - Penn DOT is requiring a board resolution along with signature in order to obtain a business partner ID with them. Signatures were collected at the meeting.
- 7) Administrative Report
- a) Delinquent Account List
 - Delinquent accounts report was emailed to the Board for review.
 - In November, the daughter of account 11155.01 asked to enter into an agreement with the Authority but she has not returned the agreement or remitted any payments.
 - b) Monthly/Quarterly QuickBooks Reports
 - Current QuickBooks board reports were emailed for review.
 - c) Monies in Operating Account
 - Kathy provided a year end review of income and expenses and discussion followed. The Board requested that Kathy contact JBT to see if we can get a better interest rate on our reserve accounts.
 - d) State Ethics Commission Financial Interest Forms
 - Each board member and the engineer were provided with the State Ethics Commission financial interest form. The solicitor has already provided the Authority with his form.
 - e) JBT Remote Deposit Annual Certification
 - Paperwork was presented for an authorized signature to certify the remote deposit practices.
- 8) Engineer's Items
- a) Chapter 94 Reports
 - Blake informed the Board that he would like to have the Chapter 94 reports completed for the February meeting but the Authority is still waiting for some testing results.
 - b) Beam Road WWTP Rerate
 - Beam Road had the same flows as last year.
 - c) Musser's Butcher Shop
 - Fred provided an email to the Board. He is waiting to hear from the Township.

9) Attorney's Items

- a) No Update

10) Old Business

- a) No update

11) Sign Checks

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

12) Executive Session

- a) No discussion

Meeting Adjourned 8:05 PM