

Northern Lancaster County Authority  
September 11, 2023 Meeting Agenda

- **Distribute Meeting Agenda**
- **Opening Welcome and Pledge to the Flag**
- **Community Open Session**
- **Minutes—Review and Approve August 2023 Minutes**
- **Review Check Record and Approval of Bills**
- **Plant Operator's Items**
  - a) Review Plant Operator's Report on Flows, EDU's and Plant Performance.
    - Average daily flows for the month of August were .297 MGD with 2.15" of rain.
    - The plants operated normally during August and no violations of permits were observed.
  - b) VLR VFD Replacement
    - The staff is obtaining quotes for future upgrade/replacement. Have 4 companies generating bids (RAM Industrial, Keystone Engineering, OCC and WBS). Still waiting for all bids.
  - c) RAS Pump #1 Replacement
    - Scheduled for installation on 9/7/2023.
  - d) PennDOT
    - SR 625 near Sunoco emergency roadway sag repair. Greencoast is scheduled for the week after Labor Day to mill and fill.
    - 1289 Reading Road emergency repair for the area around manhole in roadway sag. Greencoast is scheduled for the week after Labor Day to mill and fill.
    - SR 1046 Maple Grove Road nonemergency repair. PennDOT is attributing a couple of roadway sags to the sewer lines at the following locations:
      - Spot 1 – directly in the intersection of Mill Street and Maple Grove Road
      - Spot 2 – 75 feet past Church Street in front of address 157 Maple Grove Road
  - e) Storm Flow Diversion Motorized Valve System Replacement
    - Looking to get bids for storm flow diversion motorized valve system replacement with valve vault.
- **Administrative Items**
  - a) Financial Reports
    - Current QuickBooks reports were emailed to the Board for review.
  - b) Delinquents
    - Delinquent accounts report was emailed to the Board for review.
    - We did receive \$3,300 from account 10713.01 as requested from the Board to withdraw the Sheriff Sale filing.
    - Lien signatures (Treasurer or Assistant Treasurer) for accounts 10075.01 and 10846.01
  - c) Financial Reports
    - Current QuickBooks reports were emailed to the Board for review.

d) Board Member Banking Abilities

- Presently only the Chairman is able to open and close accounts with JBT. All Board Members have the ability to make deposits, withdraw funds and sign checks. JBT recommended having more than one board member with the capability to open and close accounts.

e) Past Due Sewer Invoice for Unknown 5<sup>th</sup> EDU

- Account 10045.01 had the 5<sup>th</sup> EDU that NLCA didn't know about. According to legal counsel, the Authority can require the property owner to purchase the 5<sup>th</sup> EDU at current rate (\$6,400) and assess uncharged sewer service for the past 4 years (\$2,538.90). There were 2 quarters (4Q 2021 and 1Q 2022) in which no charges were assessed due to the Authority policy waiving 2 quarters due to natural disaster. Also beginning with the 2<sup>nd</sup> quarter 2022 through the present the owner is being charged 60% of the quarterly sewer rate per EDU. Total for both 5<sup>th</sup> EDU purchase and back service charges is \$8,938.90.

f) MMO Worksheet

- The PMRS MMO worksheet has been prepared and the expected financial obligation for 2024 is \$25,267.00.

g) 109 Andrews Way

- Developer's Agreement for signature

h) Request to Waive Penalty & Interest

- Account 10286.01 has requested a waiver of penalty and interest totaling \$879.47.

i) Budget Workshop

- Budget workshop date has been set for October 2, 2023. We will be able to use the Township Building for this meeting. What time should be hold the workshop?

- **Engineer's Report**

a) PA DEP Water Quality Management Permit Application

- Authorize the signature of the PA DEP Water Quality Management Permit application for the rerate of Beam Road WWTP.

- **Attorney's Items**

- **Old Business**

- **Sign Checks**

- **Executive Session**