

Northern Lancaster County Authority  
Minutes of Meeting Held  
December 11, 2023

The regular monthly meeting of the Northern Lancaster County Authority took place on Monday, December 11, 2023, at 7:00 PM. In attendance were board members Mike McHenry, Roger Sauder, Bob Thompson, and Steve Tomasko. Grant Wise was excused from the meeting. Also, in attendance were Norm Eaton, 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 November meeting was approved with Roger Sauder abstaining as he was excused from the November meeting.

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.

- Flows were normal as expected for this time of year. There has been a pickup of BOD and total suspended solids loads.
- Staff will investigate to try to determine the cause.

b) Low Pressure Leak

- There was a low-pressure leak at 1006 Martin Church Road. Leak Detection Services determined the location of the leak and made repairs on 11/29/23.
- There is still some ground restoration needing to be done in the Spring.

c) RAS Pump #2 Replacement

- Envirep took our used pump #1 for rebuild evaluation. The estimate to rebuild the pump is approximately \$5,000. The quote for a new pump is \$12,400. Pump #2 appears to be functioning properly at this time but is the same age as the pump that needed to be repaired. We could replace it with a new pump and keep the current pump as a spare.
- A new pump is approximately 16 weeks to delivery.
- A motion was made to rebuild Pump #2.

d) RAM Motorized Valve Plug Replacement

- RAM Industrial Services replaced just the valve on 11/28/23. The valve failure (leak) appeared to be caused by physical erosion of the valve interior metal. It was probably close to developing another hole on the opposite side of the valve where the metal had also been eroding.

e) Storm Flow Diversion Motorized Valve System

- Staff met with an excavator/pipeline installer on October 10. Looking to get bids for storm flow diversion motorized valve system replacement with a valve vault.

f) VFD Issue

- Over this past weekend there was a blower VFD alert with a message of overvoltage.
- Staff will have someone look at it to see what is causing this issue.

5) Administrative Report

a) QuickBooks Reports

- Current financial reports were emailed to the Board for review.

b) Delinquent Account List

- A delinquent accounts report was emailed to the Board for review.
- Lien authorization signatures are needed to place liens on account 10756.01 and 11422.01.

c) NLCA received a Sheriff Sale Distribution Payoff Request for account 10764.01 which is one of the reverse mortgage properties of a deceased customer.

6) Engineer's Items

a) Updated Tapping Fees

- Blake had previously sent the Board information on updating fees to the Authority.
- The Board is interested in determining what the tapping fees are for the surrounding municipalities before deciding.

b) VFD PLC Replacement/Upgrade

- EE Inc is working with Keystone Engineering to put together a proposal for the VFD PLC replacement/upgrade and scope of work.

7) Attorney's Items

a) No Update

8) Sign Checks

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

9) Executive Session

a) An executive session was held after the regular monthly board meeting was adjourned to discuss personnel.

The executive session adjourned at 8:15 PM.

The regular meeting adjourned at 8:01 PM.