

Northern Lancaster County Authority  
Minutes of Meeting Held  
March 11, 2024

The regular monthly meeting of the Northern Lancaster County Authority took place on Monday, March 11, 2024, at 7:00 PM. In attendance were board members Mike McHenry, Roger Sauder, Bob Thompson, Grant Wise and Steve Tomasko. 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 February 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.

- February had decent flows and was not as bad as January. We were well under the organic rate.

- b) Spare RAS Pump

- No update

- c) VFDs

- The Authority received spares for 15 HP, 10 HP and 5 HP of the Eaton SVX9000's.
- An additional 10 HP spare has been ordered and is expected mid-March.
- Influent Pump #1 VFD failed on 3/6/24. It was replaced with one of the 20 HP spares.
- Norm obtained quotes for replacement/upgrade from OCC and WBA.
- The Board approved motion to have Norm and Ebert Engineering Inc begin to work on the design of PLCs and VFDs by a vote of 4-0-1 with Roger Sauder abstaining.

- d) Electrical

- Garden Spot Electric installed a power supply analyzer/recorder for 2 weeks. During that time frame staff performed one manual generator transfer. The recorder was retrieved on 3/4/24.

- e) PennDOT

- PennDOT's request to repair 2 "non-emergency" roadway sags on SR 1046 Maple Grove Road that is being attributed to the sewer lines under the roadway.
  - Location 1 – directly in the intersection of Mill Street and Maple Grove Road
  - Location 2 – 75 feet past Church Street in front of 157 Maple Grove Road
- Norm observed the roadway sag around the manhole and lateral connection and reviewed the televised 8" main from the manhole to lateral connection. There is a history of grit build-up there and the pipeline appears to be deflected as it approaches the lateral connection.
- Matt will look to see if there are other repairs that need to be done at the same time to limit the expense of equipment mobilization.

- f) Storm Flow Diversion Motorized Valve System Replacement with Valve Vault
  - Norm obtained a quote from Edward Elliot through COSTARS for Rotork and Auma actuators. He will try to find out the lead times.
  - The Board tabled any decisions on this until closer to the summer.
- g) 2024 CCTV Inspection of Collection System
  - There are 3 sections of 8" mains that have been targeted. The sections are 10,200 feet; 9,135 feet and 6,461 feet for approximately 25,000 feet.
  - Norm will look on COSTARS for televising.
  - The Board approved filming the targeted mains and making repairs if needed.
- h) Equipment Capital Budget
  - Fred, Blake and Norm met to discuss and begin work on the equipment replacement budget.
  - Norm will be organizing information over the next several weeks and then meet with Fred again.
- i) Gas Detection Systems – Influent Wet Well and Headworks Building
  - The original system was installed with the plant upgrade in 2012. That system failed and was replaced in 2015. There have been intermittent issues in both locations for several years and they are getting close to life expectancy. Representatives from MSA visited the plant for a walkthrough and product demonstration. They will provide a quote for replacement of systems through COSTARS bidding.

## 5) Administrative Report

- a) Monthly Financial 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.
- c) Tapping Fee Resolution
  - The Tapping Fee Resolution 3-11-24-1 was presented for signature authorizing an increase in the tapping fees from \$6,400 to \$7,100.
  - Chairman and Secretary signed the resolution, and the papers will be forwarded to the Solicitor.
- d) 2023 Audit
  - Information collection has already begun, and the audit is scheduled for the week of April 22, 2024.

## 6) Engineer's Items

- a) Beam Road VFD & SCADA Discussion
  - Discussion was covered under the Plant Operator's Report.
- b) Chapter 94 Report Update
  - EE Inc provided Norm with a draft to review of the Chapter 94 Report. Motion passed to approve Norm to sign off on the forms when finalized.
  - The Chapter 94 Report is due at the end of the month.

c) Results & Regulations

- Blake notified the Board that the Rules and Regulations had been revised some time ago but were never adopted. He will provide the Board with the most recent adopted Rules and Regulations as well as a copy of the revised Rules and Regulations for future consideration.

d) Inspections

- Staff became aware that some inspectors were not properly inspecting the sewer connections. Some inspections were only being observed from the building to the trap instead of from the building to the close out at the Right of Way.
- The issue will be brought to the Township's attention.

7) Attorney's Items

- a) No Update

8) Sign Checks

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

9) Executive Session

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

The regular monthly board meeting was adjourned at 8:22 PM.

Executive session adjourned at 8:44 PM.