

Northern Lancaster County Authority
Minutes of Meeting Held
August 12, 2019

The regular monthly meeting of the Northern Lancaster County Authority took place Monday, August 12, 2019 at 7:00 PM. In attendance were board members Mike McHenry, Steve Tomasko, Roger Sauder, and Grant Wise. Also in attendance were Jason Coyle, Plant Superintendent and Fred Ebert, Authority Consulting Engineer. Residential guests Mr. Gene Martini and Dean Imhoff, members of the Planning Commission, were present. Excused from the meeting was board member Jesse Martin.

1. Community Open Session

- a) Mr. Martini, with Brecknock Planning Commission, briefed the Board on his current position of the Proposed Lateral Ordinance.

2. Minutes

- a) Motion to approve minutes for the July 2019 meeting passed unanimously, with Mr. Wise abstaining as he was absent from the July meeting.

3. Check Record and Approval of Bills

- a) Motion to pay bills passed unanimously

4. Plant Operator's Report

- a) Review Plant Operator's Report on Flows, EDUs and Plant Performance.
 - Current monthly flows were reported at 0.291 MGD with 2.1" of rain through August 8, 2019
 - Total Sanitary Sewer Main Footage Inspected by Staff in July = (0) feet of 8-inch sewer mains from any Basin.
 - Lateral Leaks Repaired to Date:
 - A. See chart within Board Packet
 - I. To date 8 laterals have been repaired in 2019
- b) Delinquent Account List:
 - Liens prepared for #1184, #714 and #1245
 - #1191 has committed to a monthly payment plan of \$150 due by the 30th of each month.
- c) Monthly/Quarterly QuickBooks Budget Review
 - Current QuickBooks Board Reports were emailed for review. There were no Board comments or questions.
- d) Sewer Capacity Application Flow Chart
 - Mr. Ebert provided a chart to reference during capacity requests. Once approved, Mr. Coyle will schedule a meeting with BOS and Planning Commission to discuss the proper application process using the Flow Chart within a Sewer Permit Application. The chart will be added to our website and copies will be provided to the Twp. Office

- Motion to discuss in September passed unanimously to allow time for Board review and to discuss with a full Board.
- e) Process Water Strainer
- Discussion was tabled until the September meeting to include a full board.
 - Received final material pricing to replace our original process water strainer. Riordan Material Corporation price using Co-Stars is \$10,975 for the new strainer.
 - Blooming Glen updated their quote to \$7,627.00 for material and installation
 - AC Schultes quote is \$21,850.00 for the combined project
- f) Residence with combined Commercial Use on a Common Well
- Motion was tabled until Mr. Schimanek updates Resolution to include dialogue on Residential Ownership. Mr. Coyle wants to verify Rentals are not included in Residential Ownership. Each rental will require a separate EDU.
- g) Reed Bed Inspection by Construction Wetland
- Mr. Coyle reported on the Warranty Work. New reeds were installed in a few bare areas in five sub cells on July 1st.
 - Board Tour Date—No update, waiting to hear from Twp.
 - Aphid Issue update, Mr. Coyle reported the aphids have been depleted by Ladybugs.
 - Mr. Coyle reported Construction Wetland plans a Fresh Planting Follow up visit scheduled for Sept 4th.
- h) EPWPCOA Awards
- Mr. Coyle will receive the Dan Treat Memorial Award (≤ 2.0 MGD Facilities) recognizing Superintendents who have exhibited excellence in the management of wastewater treatment facilities.
 - NLCA will receive the Innovations Award for demonstrating a unique and innovative approach to treating wastewater or solving a problem at the plant. The award recognizes something determined to be significantly different than standard practice or plant norms and shown to be successful. The Committee recognized our use of Recycled Material as our primary filtrate within the Reed Bed Upgrade.
 - The presentation will be during the November meeting hosted by Upper Montgomery Joint Authority on November 15, 2019.
- i) Garvey Resources, Inc.
- 5-year renewal application has been prepared for submission this week.
 - Staff will begin reviewing a local farm to permit for our future biosolid sludge disposal. Upon completion of the review, Mr. Coyle will report the projected savings for the Authority.
- j) Alum Consumption Update
- Mr. Coyle reported staff reduced alum dose down to 1.25gph from 1.65 gph on July 20th and dropped our SRT down to 17 days from 19 days, producing an additional 10,000 of WAS per week. Our PO4-P has remained steady. Will follow up next month as well.

5. Engineer's Items

a) Engineer's Report

- The Authority Engineer's written report was reviewed.

b) Fourth Sludge Bed Updated Schedule

- Mr. Ebert reported a tour is being set up with the BOS and Authority boards to tour the installation of the fourth reed bed. The only outstanding item is the incorporation of the contractor's As-Built Redline Drawings into the design drawing set to create the final As-Built drawings for the Authority

c) Annual Lining Project

- Mr. Ebert will provide a Lining Review prior to the September meeting to incorporate into the 2020 Projected Budget. Budget is to be sent out a week prior to the September Board Meeting

d) Rules and Regulations and Standard Specification Update

- EE, Inc. will schedule a workshop for October to discuss the Updates. This will allow us to concentrate on the projected budget in September.

e) Developer Status Spreadsheet

- The board discussed the status of the easements and the need to have easement agreements. It was requested that Tony come to the next meeting and discuss this with the board.

f) Budget Review

- The draft budget will be discussed at the September Authority meeting. A draft copy of the budget will be sent to the Authority in late August for their review prior to the meeting. A draft construction cost estimate of options to remove the sags and evaluate the condition of the interceptor at various locations will also be submitted to the Authority for review in late August for review so that the capital project can be identified for inclusion in the budgeting process.

g) Lateral Ordinance

- The lateral ordinance is to be a topic of discussion at the August Planning Commission meeting. No additional information or questions have been asked to date.

h) Robert Landis Sewer Capacity Request for 1542 Dry Tavern Rd---Outside our Sewer Service Area

- DEP Exemption Approval Letter arrived July 23, 2019

i) RJS LLC. Developers Agreement

- The preconstruction meeting was held and all shop drawings were reviewed and approved. Construction has been completed over the week of July 9, 2019, on the sanitary sewer main. The testing of the sanitary sewer main still needs to be completed.
- As a follow up from last month, the Developers Agreement was signed on February 11, 2019.

j) Horst Power Equipment

- EE, Inc. received revised plans based on two outstanding comments found on Plan Review No. 2. The revised plans addressed all comments, EE, Inc. therefore issued Plan Review No. 3 on July 22, 2019 recommending plan approval.
- EE, Inc. created a developers agreement between the developer and the authority that will need to be executed. Mr. Horst has signed the Agreement and has it ready for signature this evening.

k) Long Term Plan to Handle Max Flows

- The Authority is looking to develop a long term plan over the next several months to define options for how the Authority can increase the capacity of the Beam Road WWTP. The following items are to be included in the evaluation.
 1. 3rd Clarifier working in series
 2. 4th Digester
 3. Emergency Generator
 4. Possible 5th Reed Bed/Purchase Property
 5. Flow Equalization Tank

6. Attorney Items

- Discussed Residence with combined Commercial Use on a Common Well under Operator's Report
- Mr. Coyle would like the proposed Resolution updated to clarify Residential Ownership, not to include Rentals. Each Rental should have its own EDU under a common well.

7. Old Business

a) Kramer Mill Rerate

- No Update

b) Maple Ridge North Additional Lot

- No update or additional communication with Developer this month.

8. Sign Checks

9. Executive Session

- Annual employee reviews were performed. Upon returning from the Executive session, the Board discussed the reviews with Mr. Coyle and Mr. Ebert. Mr. Coyle will discuss the reviews with the staff and have them retroactive to July 1st. Moving forward, reviews will be presented at the June Board Meeting and discussed at the July Board Meeting.

Meeting Adjourned at 9:30 PM