

Northern Lancaster County Authority
Minutes of Meeting Held
January 14, 2019

The regular monthly meeting of the Northern Lancaster County Authority took place Monday, January 14, 2019 at 7:00 PM. In attendance were board members Mike McHenry, Steve Tomasko, Roger Sauder and Jesse Martin. Also in attendance were Jason Coyle, Plant Superintendent, Fred Ebert, Authority Consulting Engineer and Tony Schimaneck, Authority Solicitor.

1. Reorganization was directed by Mr. Schimaneck, all positions were accepted and approved by a unanimous vote of 4-0; Mr. Wise was absent:
 - a) Chairman—Mike McHenry
 - b) Vice Chairman—Roger Sauder
 - c) Secretary—Grant Wise
 - d) Treasurer—Jesse Martin
 - e) Assist. Secretary and Treasurer—Steve Tomasko
 - f) Solicitor—Morgan, Hallgren, Crosswell & Kane, P.C.
 - g) Engineer—Ebert Engineering, Inc.
 - h) Auditor—Herbein + Company, Inc.
2. Community Open Session
3. Minutes
 - a) Motion to approve minutes for the December 2018 meeting was approved unanimously at 4-0
4. Check Record and Approval of Bills
 - a) Motion to pay bills passed unanimously, with Mr. Sauder abstaining from check number 3729.
5. Plant Operator's Report
 - a) Review Plant Operator's Report on Flows, EDUs and Plant Performance.
 - Current monthly flows were reported at 0.465 MGD with 1.05" of rain through January 14th
 - b) Delinquent Account List:
 - Mr. Coyle provided an update on Acct #302. Payment was received in the amount of \$500.00.
 - Acct 83 required an updated lien to begin the Sheriff Sale proceedings. Forms were brought for signature.
 - Acct #s 84, 260, 571, 851, 1003, 1269, and 1295 liens were also processed with signatures.
 - Acct #1360 was paid in full at \$3,395.95
 - Acct #362 was paid in full at \$2,869.15
 - c) Monthly/Quarterly QuickBooks Budget Review
 - Current QuickBooks Board Reports were emailed for review.

d) VLR #3 Update

- Gearbox was replaced with a new unit. The old gearbox was sent out for repair to be shelved as a spare.
- OCC was onsite to perform the final measurements required to begin the VFD installation.

e) UTV/ENCLOSED TRAILER

- Have narrowed our search down to 4 work style UTVs. Mr. Ross is taking Mr. Coyle out to review.
- Have quotes on 2 style enclosed trailers and sizes

6. Engineer's Items

a) Engineer's Report

- The Authority Engineer's written report was reviewed.

b) Fourth Sludge Bed Updated Schedule

- Mr. Ebert reviewed the preliminary punch list items from the walk through that was performed prior to the formal walk through with the contractor.
- Mr. Ebert provided an update on the joint repairs and the fact that an electrical conduit is located very close to the joints that will be supported.
- Mr. Ebert provided an update on the issue of the valve operator nuts and the ability to turn them using the existing tee handle operator

c) Brecknock Township Act 537 Plan Update

- EE, Inc. was waiting for end of year flow calculations to provide the township with an update on the available capacity. Once the flow projections are completed as part of the Chapter 94 Report process, EE, Inc. will schedule a meeting with the Township to present the flow projections and the impacts of the projected flows.

d) Chapter 94 Update

- No comments have been received from the PA DEP to date.
- Mr. Tomasko asked Mr. Ebert to reach out to the PA DEP for an update

e) Tapping Fee

- Mr. Ebert provided the Board updated Tapping Fee Calculations and explained in detail the 3 main factors within the calculations. Mr. Coyle questioned the formula using debt principal payments to June of 2018. Mr. Ebert will recalculate figures using data to December of 2018 and update the Tapping Fee calculations. The new Tapping Fee is projected to be \$6,100 per EDU. Board authorized Mr. Schimaneck to draft the updated Resolution for the February meeting detailing the increased rates of 16.5%, or roughly \$900 per EDU using Mr. Ebert's updated calculations.

f) Three Year I&I Contract

- EE, Inc. has begun the new contract for bid. Once the Staff and Board have reviewed the details, it may go out for bid for the 2020-2022 term. Contract is to include I&I locating and repair, interceptor lining and lateral lining.
- Mr. Ebert presented the board with the first draft of an overall lining program to address all of the existing interceptors located within the Township. There were various options and methodologies for implementing this program. The board requested that the program be further refined. The next step will be to evaluate accessibility to get the required liner installation equipment to all sections of the interceptor.

g) RJS Investments LLC. 7 EDU request for 1399 Bowmansville Rd

- Site Plans were received on January 14th
- A Developers Agreement will be prepared for the February meeting.

h) Maple Ridge North Additional Lot

- Mr. Ebert had discussions with the Township Engineer on this project. Mr. Ebert will reach out to the Developer and provide input on the requirements for individual laterals for each unit.

i) Developer Status Spreadsheet

- Letters will be sent out requesting As Built Plans. Once received, we can release escrows held within the appropriately dedicated accounts.

j) Payment Requests

- A) REED BED CONTRACT 17-1 A
Application Payment #6 was approved in the amount of \$7,560.00
- B) REED BED CONTRACT 17-1 B
Application Payment #3 was approved in the amount of \$19,800.00

7. Attorney Items

8. Old Business

a) Kramer Mill Rerate

b) Performance Evaluation Forms update

- Mr. Coyle is combining the two options provided last month into one form.

c) Lateral Regulations at time of home transfer

- Mr. McHenry asked Mr. Ebert to get an update. Mr. Ebert indicated he would reach out to the township solicitor.

d) Standard Specification Meeting (January)

e) 1529 Reading Rd Project (Tapping Fee Agreement Contingent Upon 537 Update)

- Planning Module?
- Relocate the Curb box

- May not subdivide the Property or a separate grinder will be required

9. Sign Checks

10. Executive Session

- a) No Discussion

Meeting Adjourned at 8:30 PM