

Northern Lancaster County Authority
Minutes of Meeting Held
January 13, 2020

The regular monthly meeting of the Northern Lancaster County Authority took place Monday, January 13, 2020 at 7:00 PM. In attendance were board members Mike McHenry, Roger Sauder and Jesse Martin. Also, in attendance were Fred Ebert, Authority Consulting Engineer and Tony Schimaneck, Authority Solicitor. Excused were Board Members Grant Wise, Steve Tomasko and Plant Superintendent Jason Coyle

1. Reorganization was directed by Mr. Schimaneck, all positions were accepted and approved by a unanimous vote of 3-0:
 - 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
 - a) No Guests from the Community
3. Minutes
 - a) Motion to approve minutes for the December 2019 meeting was approved at a vote of 2-1, with Mr. Martin abstaining due to his absence from the meeting.
4. Check Record and Approval of Bills
 - a) Motion to pay bills passed unanimously, with Mr. Sauder abstaining from check number 4200.
5. Mr. Ebert led the discussion on the Plant Operator's Report
 - a) Review Plant Operator's Report on Flows, EDUs and Plant Performance.
 - Current monthly flows were reported at 0.373 MGD with 1.65" of rain through January 13th
 - Total Sanitary Sewer Main Footage Inspected by Staff in December = (1081) feet of 8 inch mains in Basins BG
 - Lateral Leaks located this month:
 - A. No leaks detected
 - B. Total of 13 Laterals were repaired in 2019
 - b) Delinquent Account List:
 - Acct #1160 Sheriff's Sale was continued until January 29, 2020
 - Acct #920 defended against his Civil Complaint on December 19, 2019. Kathy and Tony were there to represent the Authority. Judgement was made in favor of the Authority.

- Acct #595 was unable to be served by the Sheriff Department
- Acct #1457 paid in full at \$446.23

c) Monthly/Quarterly QuickBooks Budget Review

- Current QuickBooks Board Reports were reviewed. IT was noted that some adjustment will need to be made as invoices for 2019 are received and processed by the Authority

d) Process Water Strainer Update

- Project to begin the week of January 13, 2020

6. Engineer's Items

a. Annual Lining Program

- It was discussed the board will need to follow up on the PA Small Water Grant with the local politicians in March in anticipation of a Spring award.

b. Developers Checklist Update

- The developer's spreadsheet was reviewed

c. Rules and Regulations Update

- Questions on Draft Rules and Regulations (Distributed at June 2019 Meeting)
- Discussion on workshop to discuss Authority Comments

d. PA Small Water and Sewer Program Grant

- Follow up with local politicians in late February
- No grant reviewer has been assigned to date

e. Long Term Plan – WWTP Next Steps

- It was discussed that the first session will include an overview of a potential master plan for the WWTP property. The objective is to evaluate the location of the existing facilities on the property and the potential locations of how the each of the units could be expanded. It was also discussed that this presentation will be held when all of the board members can be in attendance as this is part of a long term plan.

1. Overview of Existing WWTP and Locations of Expansions
2. Possible 5th Reed Bed/Purchase Property
3. 4th Digester
4. 3rd Clarifier working in series
5. Emergency Generator—Discussion on Resale Value
6. Flow Equalization Tank

1) Attorney's Items

- No Items

d) Old Business

- a. Kramer Mill Rerate—No Update
- b. Maple Ridge Additional Lot Update—No Update
- c. New Chevy Tool Box--No Update
- d. Land Application Update
 - Should we go to bid to get current rate vs self-applying sludge
- e. Sewer Capacity Application Flow Chart--No Update
- f. Gehman School Inquired on Capacity Request for 8 EDUs for the School
 - November email exchange
- g. Brecknock Township Act 537 Plan Update--No Update
- h. Lateral Ordinance
 - Does Board want an update provided by the Planning Commission?

e) Sign Checks

f) Executive Session

- a) No Discussion

Meeting Adjourned at 8:00 PM