

Northern Lancaster County Authority
Minutes of Meeting Held
March 11, 2019

The regular monthly meeting of the Northern Lancaster County Authority took place Monday, March 11, 2019 at 7:00 PM. In attendance were board members Mike McHenry, Steve Tomasko, Roger Sauder, Grant Wise and Jesse Martin. Also in attendance were Jason Coyle, Plant Superintendent, Fred Ebert, Authority Consulting Engineer and Tony Schimaneck, Authority Solicitor.

1. Community Open Session

- a) No Guests

2. Minutes

- a) Motion to approve minutes for the February 2019 meeting passed unanimously.

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 0.495 MGD with 0.95" of rain through March 11th
- Lost nitrification in February and had high NH₃ results. Plant is heading back in the right direction.
- Total Sanitary Sewer Main Footage Inspected by Staff in Feb = 6,649 feet of 8 inch sewer mains from Basin
- Lateral Leaks located:
 - A. 259 Lauschtown Rd
 - B. 194 Maple Grove Rd
 - C. 22 Oakmont Ct
 - D. 20 Oakmont Ct
- Mr. Ebert reached out for information and dates to provide NASCO Training for our staff. He expects a reply email with more information the week of March 18th. Mr. Ebert will update the Board for the April meeting.

- b) Delinquent Account List:

- #302 Sheriff Sale is scheduled for July 31st by mortgage company We will provide an update on his payment plan.
- #1260 (page 9) has proposed a \$70/90 monthly payment plan. Will update
- #560 (page 7) Payment Plan Proposal. Will require an update

- c) Monthly/Quarterly QuickBooks Budget Review

- Current QuickBooks Board Reports were emailed for review.
- Herbein will be onsite collecting data the week of March 11th for the 2018 audit.

- d) VLR #3 Update

- No Update

e) UTV/ENCLOSED TRAILER

- Mr. Coyle updated the Board the Bobcat has been delivered. Staff used it to inspect the interceptor behind the plant last week.

f) Confined Space Training

- Staff received training on February 28th.

g) 95 Jeep in on last year of inspection

- Board would like Mr. Coyle to establish a 5-year rotation within the vehicles. Mr. Coyle will provide more information next month on last vehicle purchase date and cost for tool box. Board would like to reduce the fleet to 3 vehicles and possibly reduce our plowing fleet to one vehicle in effort to increase our funding for the Sewer Main Lining Project. Mr. Wise made the motion, seconded by Mr. Jesse, to put the Jeep on Municibid before next month. Motion passed unanimously.

h) Process Water Strainer

- We are using the original process water strainer, which is located after our Process Water Pumps. Mr. Coyle has a price to upgrade, allowing our current to become a backup for future maintenance. Will provide more information next month, as the numbers were just received.

5. Engineer's Items

a) Engineer's Report

- The Authority Engineer's written report was reviewed.

b) Fourth Sludge Bed Updated Schedule

- EE, Inc. and the operations staff met with Russ Weissman of Essex Engineering, Corporation on February 19, 2019 to review the programming of the PLC. The items that were discussed was the ability to lock out individual valves for maintenance and repairs, the ability to have a hand / off / auto control of each bed so that we can isolate each bed in the logic and the ability to rotate each valve three times to ensure that all water is drained from the valve body. Mr. Weissman felt that some of these features were already in the control logic and wanted to review the logic and that the other items could be incorporated into the logic. He was able to demonstrate how we could isolate and lock out individual valves. He, however, wanted to review the existing logic to see how he could incorporate the remaining items into the logic. At the time of the meeting there were not any additional freezing issues experienced by the operational staff now that the valves were left in the open position and they are manually opening and closing several times after loading a bed. Mr. Weissman provided a quote of \$3,000 to upgrade the current programming. Motion passed unanimously to approve the change order as presented by Mr Ebert.
- The Authority and EE, Inc. also performed a final inspection and created a punch list for the electrical work. The final walk though for the structural mechanical work will be scheduled in the near future.
- EE, Inc. processed a payment request to reduce the retainage from 10% to 5% for the board meeting once the required paperwork is received from the contractors. Motion passed unanimously at the January meeting.

c) Chapter 94 Update

- Dharmendra Kumar of the PA DEP has completed his review of the Chapter 94 Reports. The PA DEP approved all three Chapter 94 Reports with no comments that require a resubmission.
- EE, Inc. reviewed preliminary analysis of Beam Road WWTP 2018 Flows with the Authority Board. Mr. Ebert is more worried about our 2019 Chapter 94 Flows Reports.

d) Tapping Fee Resolution 3-11-19-1

- The updated tapping fee was distributed last month. EE, Inc. answered any questions that the board had on the proposed tapping fee. The tapping fee can be adopted once the board has all of their questions answered. Motion passed unanimously to increase the Tapping Fee to \$6,125.00.
- The overall tapping fee is comprised of two major components. First is the Capacity Part with a cost of \$4,300.00 and secondly the Collection Part with a cost of \$1,825.00 for a total Tapping Fee of \$6,125.00 per EDU.

e) Three Year I&I Contract and NLCA Inspections

- EE, Inc. is waiting for direction within the Lining Project, before proposing the new Three Year I&I Contract. 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 and lateral lining.
- Sewer Specialty Services, Inc. has televised 34,164 linear feet of the interceptor. EE, Inc. and the Authority staff are currently reviewing the findings of the inspection in order to prioritize any repairs that have been found. EE, Inc. is also updating the I&I Plan to show the areas that have been televised and noting all of the sources of I&I on the plan. The plan will continue to be updated with the weekly televising work done by the Authority on a quarterly basis. There is some work that was completed in 2017 that also must be incorporated into I&I Plan. EE, Inc. reviewed the I&I Plan with the Authority at the meeting.

f) 1399 Bowmansville Road Development Agreement - RJS Investments

- EE, Inc. is currently reviewing the revised land development plans and will be issuing a review letter next week. EE, Inc. provided a capacity certification letter to the Authority so that the Authority could certify capacity for the PA DEP Sewage Facilities Planning Module exemption request.

g) Maple Ridge North Additional Lot

- No update or additional communication with Developer this month.

h) Annual Lining Project

- The Authority staff is continuing to explore access to all of the interceptors. It does, however, appear that the majority of the interceptors can be accessed during good weather conditions.

EE, Inc. discussed the next steps with the Authority on how they want to approach the long term lining project. Due to the fact that the access will be weather dependent it is recommended that a multiyear contract be considered but the budget for each year will need to be confirmed by the Authority board so that a contract can be created around the available funds. It is noted that the

purpose of this program will be to protect the pipes from further corrosion and potential collapse as well as I&I removal.

Mr. McHenry would like to dig up a few sags within the system to test the pipe integrity. Mr. Ebert recommends digging a few locations at different locations within the full length of the interceptor. Once we know the integrity, we can better determine our future within the Lining Project. Mr. Ebert presented the new I&I Mapping detailing the leaks/repairs since 2016.

i) Act 537 Plan Update

- EE, Inc. is scheduling a meeting with the BOS Chairman, Township Manger and Township Engineer to review the flow projections for the area that is being rezoned. This will then be added to the public sanitary sewer service area. Once the flow projections are conceptually approved by the BOS then the impact on the available capacity can be discussed. This will be an important topic as the higher flows in 2018 have greatly reduced our available capacity.

j) Developer Status Spreadsheet

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

k) Payment Requests

A) REED BED CONTRACT 17-1 A

- Contractor request for partial retainage release prior to completing punch list. Motion passed unanimously to release 5% of the 10% being held. Check #3826 was approved in the amount of \$29,609.57

B) REED BED CONTRACT 17-1 B

- No payment request

C) Contract 15-2 Sewer Main and Lateral Video Inspection, Grouting and CIPP Repair Project Payment Request No. 1 (Year 3 of 3)

Sewer Specialty Services Co., Inc. has requested a payment for work completed to February 19, 2019, per their Contractor's Application For Payment No. 1 (Year 3) (enclosed), as part of the Northern Lancaster County Authority Sewer Main and Lateral Video Inspection, Grouting and CIPP Repair project. We have reviewed this request and find it to be consistent with the contract for the project.

Payment Request

1. Total Amount of Contract	\$76,305.00
2. Net Change By Change Orders	\$0.00
3. Contract Sum to Date.....	\$76,305.00
4. Total Completed to Date.....	\$76,869.00
5. Total Retainage to Date	(\$7,686.90)
6. Amount Eligible to Date	\$69,182.10
7. Less Previous Payments	(\$0.00)
8. Amount Due This Application	\$69,182.10
9. Balance to Finish, Plus Retainage.....	\$7,122.90

TOTAL AMOUNT OF RECOMMENDED PAYMENT \$69,182.10

Thus, Ebert Engineering, Inc. recommends to the Northern Lancaster County Authority to pay \$69,182.10. It is noted that this is a unit price contract and the contractor has exceeded the estimated linear feet of sanitary sewer main video inspection at the direction of the Authority in order to complete the video inspection of the interceptor.

6. Attorney Items

a) Lateral Repair Notification Letter

- Board discussed notification letter drafted by Tony. Board would like the notification to come from Authority Letterhead from Mr. Coyle. Mr. Coyle will send letters requesting residential homeowners to contact the office within 30 days to discuss repair options.

7. Old Business

a) Kramer Mill Rerate

b) Performance Evaluation Forms update

- Mr. Coyle provided an updated format. Motion passed unanimously to proceed with the new Form.

c) Lateral Regulations at Time of Home Transfer

- There has been no movement on the Township on this issue. The solicitor will again bring it up for discussion. EE, Inc. will provide any additional updates as we receive them.

d) Standard Specification Meeting

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

8. Sign Checks

9. Executive Session

a) No Executive Session

Meeting Adjourned at 8:40 PM