

Northern Lancaster County Authority  
Minutes of Meeting Held  
March 8, 2021

The regular monthly meeting of the Northern Lancaster County Authority took place on Monday, March 8, 2021 at 7:00 PM. In attendance were board members Mike McHenry, Jesse Martin and Roger Sauder. Grant Wise and Steve Tomasko were excused from the meeting. Also, in attendance was Matt Ross, Superintendent; Kathy Homan, Administration; Fred Ebert, Authority Consulting Engineer; and Rodney McCowan, NLCA plant operator.

1) Community Open Session

- a) No one from the community attended the meeting.

2) Minutes

- a) Motion to approve minutes for the February 2021 meeting was approved with a vote of 3-0.

3) Check Record and Approval of Bills

- a) Motion to pay bills was approved by a vote of 3-0 with Roger Sauder abstaining from check 4661 to Sauder's Garage.

4) Plant Operator's Report

- a) Plant Operator's Report on Flows, EDUs and Plant Performance.

- February's monthly average daily flows were 0.423 MGD with 4.7" of rain.
- Two new EDUs were added in February.
- NLCA staff televised 850 feet of 8" sewer main in Basin BB.

- b) Raw Sewage Pump VFD's

- Matt informed the Board of some issues with Raw Sewage Pump #2 (new Flygt pump) VFD.
- Matt indicated that OCC was on site on 2/10/21 to diagnose an issue and they determined the VFD was failing. Due to potential high flow issues OCC expedited an order for 2 new VFD's to replace the failing one and to have a spare on hand for the other raw sewage pump.
- Bob Takacs and WBA were on site on 2/12/21 to install a bypass start for Raw Sewage Pump #2 so the pump could be utilized in a high flow event. However, before installing the starter, Matt asked them to look over the failing VFD and wiring. A faulty wire in a wet well junction box was discovered. Bob Takacs repaired the faulty wire and the RSP/VFD were operating normal.
- OCC informed Matt that in order to cancel the expedited order for the 2 new VFD's they ordered on our behalf was going to require a 30% restocking charge. The board unanimously decided to go ahead with the purchase of the VFD's to be held until such time the Authority's current VFD's need replaced.

- c) Sewer Main R.O.W. Clearing Update

- The R.O.W. land clearing has been completed.
- Matt and Fred Ebert met on 2/24/21 to walk and inspect the R.O.W.

## 5) Administrative Report

### a) Delinquent Account List

- Delinquent accounts report was emailed to the Board for review. Acct 10556.01 paid off their remaining balance of \$293.00. Kathy informed the Board the lien against this property was removed.

### b) Monthly QuickBooks Reports

- Current QuickBooks board reports were emailed for review.
- Kathy conveyed to the Board that the Retirement Fund was over the budgeted amount by \$2,174. The budgeted amount for the retirement fund was based off of the MMO worksheet for the PMRS retirement plan. The new retirement plan (401A and 457) was not included in the budget as this was new charges for setting up the new plan.

## 6) Engineer's Items

### a) 2021 Interceptor Sag Replacement

- Fred updated the Board regarding the interceptor sag replacement project. The Board passed a motion with a vote of 3-0 to have Fred proceed with the bidding process.

### b) PA Turnpike Commission

- We are still waiting for a meeting date between the Authority's representatives and the Turnpike Commission's representatives.

### c) Reed Beds

- Staff created a spreadsheet to record semi-annual measurements of the reed beds to assist in determining bed maintenance needs.

### d) A&A Enterprises

- Fred spoke with the Township for a status update on their approval for the development. The Township indicated they are still in need of items before their approval can be given. NLCA is waiting for the Township to finalize their conditional approval before proceeding with the Authority's approval.

### e) Act 537 Plan Update

- Fred indicated there were no meaningful comments from the county regarding the Act 537 Plan. The comments made were consistent with other plans. Fred will attend the Township's Act 537 Planning Commission meeting in case there are any questions.

### f) 5- to 10-Year Capital Plans

- Fred and Matt discussed the need to focus on potential purchases to be made in the next 5-10 years. This would not include equipment we already have.
- Fred and Matt will walk the interceptor to see which manholes get flooded and determine if a raise in height is needed.

g) Chapter 94 Reports

- Fred summarized his preliminary findings and indicated that flows were down 10%-20% at the Beam Road facility. Fred attributes this decrease to weather. The annual average flow was .358 compared to .381 from last year. The maximum 3 consecutive month flows was down to .400 from .486. No organic or hydraulic overloads at Beam Road.
- Gehman School decreased from .1976 to .1857. The maximum 3 consecutive month flows went from .2289 to .2200. There is an organic overload that is consistent with previous years.
- Kramer Mill was also lower at .4400 from last year's .4500. The maximum 3 consecutive month flows was at .4838 down from .5363.
- Fred anticipates submitting the Chapter 94 reports in the next couple of weeks.
- Fred will meet with Matt on Wednesday, March 10 to finalize the narrative of flow projections.

7) Attorney's Items

- a) No Update

8) Old Business

- a) No update

9) Sign Checks

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

10) Executive Session

- a) No discussion.

Meeting Adjourned at 8:10 PM