

Northern Lancaster County Authority
Minutes of Meeting Held
May 13, 2019

The regular monthly meeting of the Northern Lancaster County Authority took place Monday, May 13, 2019 at 7:00 PM. In attendance were board members Mike McHenry, Steve Tomasko, Roger Sauder, Jesse Martin and Grant Wise. Also in attendance were Jason Coyle, Plant Superintendent, Fred Ebert, Authority Consulting Engineer. Resident guest Aaron Hoover of A&A Enterprise was present to discuss his project on 1529 Reading Rd.

1. Community Open Session
 - a) Hoover (1529 Reading Road) discussion summarized within Engineer's Report
2. Minutes
 - a) Motion to approve minutes for the April 2019 meeting passed unanimously, with Mr. Martin abstaining as he was not present for the April 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 0.399 MGD with 3.1" of rain through May 13th
 - Nitrification Update: We are back to a non-detect reading within our NH₃-N analytical results.
 - Total Sanitary Sewer Main Footage Inspected by Staff in April = 7,742 feet of 8-inch sewer mains from Basins BE, BG, and KA. Total footage since February of 2019 = 19,673 of 8 inch sewer mains.
 - Lateral Leaks located:
 - A. No Leaks detected this month
 - Lateral Leaks Repaired to Date:
 - B. See chart within Board Packet (page 12)
 - I. To date we have 7 lateral repaired in 2019
 - b) Delinquent Account List:
 - #302 has paid the account in full (\$2,188.48)
 - #83 (page 8) Tony has established the Sheriff Sale proceedings.
 - #1112 has paid the account in full (\$4,545.36)
 - Liens have been prepared on Accts: 293, 309, 442, 545, 595, 870, 922, 938
 - c) Monthly/Quarterly QuickBooks Budget Review
 - Current QuickBooks Board Reports were emailed for review.
 - 2018 Audit Update was provided by Mr. Coyle. The draft will be ready for board review in late May and presented to the board at the June meeting. We are still waiting for the PMRS report to finalize the draft.
 - d) VLR #3 Update
 - OCC has VFD installed and wired. Mr. Coyle reported they are in the process of obtaining the proper access to connect to Siemens PLC for proper communication within the equipment and the control panel.

- e) New Chevy 1500 Update
 - Mr. Coye reported the truck has been ordered. Once we receive the truck, it will be delivered to Reading Body to install the Tool Box to either side of the rear bed.
 - f) Process Water Strainer
 - Waiting on updated pricing. Will update next month.
 - g) Website Advertisement
 - Mr. Coyle reported we had a request to attach an advertisement within our website for a Census Bureau job notification. Board unanimously declined the request.
5. Engineer's Items
- a) Engineer's Report
 - The Authority Engineer's written report was reviewed.
 - b) Fourth Sludge Bed Updated Schedule
 - Both the electrical contractor and the mechanical contractor are working on completing the punch list items. Eastern Environmental Contractors is working on the concrete repairs which has been slowed down by the wet weather. Garden Spot Electrical has also performed some of the restoration but they will need to perform some additional minor grading to address some areas that did not properly drain during the last rain event.
 - EE, Inc. is also processing a change order that was previously approved when we removed the underground motorized valves in the amount of \$2,283.61. This included credits for the materials that were not installed but included an additional cost for reprogramming the controls.
 - c) 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 Repair, interceptor and lateral lining.
 - Mr. Ebert reported an updated I&I Plan will be presented in June to include the 2019 repairs
 - d) Annual Lining Project
 - EE, Inc. discussed the estimated construction costs to correct the sags that have been identified. The cost really vary depending on the length of the sag. The mobilization costs and setting up of the by-pass pumping costs the same for a ten foot length as one hundred foot length.
 - Mr. Coyle provided JBT interest rates as an option to fund the entire project at one time. For a 2 million dollar loan payments would estimate at 134K over 20 years. Board prefers to budget on an annual basis if at all possible.
 - Mr. Sauder asked to get the project established and underway.
 - e) Act 537 Plan Update
 - Another work session has been scheduled with representatives of the Township to refine the flow projections and available capacity analysis. Will update at the June meeting.
 - f) Rules and Regulations
 - EE, Inc. has started work on reviewing other Rules and Regulations and comparing them to our existing Rules and Regulations. It appears that it will be easier and simpler to start with a clean

document that was recently updated rather than to try and update our existing rules and regulations. This will be ready for review of the first draft at the June 2019 meeting.

g) Developer Status Spreadsheet

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

h) Uncle Henry's Sewer Capacity Request for 2 EDUs Outside our Service Area

- Update on flow meter information. Mr. Coyle informed the Board upon inspection of 1 months flow readings, the Capacity Request will require 4 EDUs to service the Home and Commercial Use. Mr. Coyle will continue to monitor the flows on a quarterly basis.
- The property is not located within the Sewer Service Area but does have a lateral curb box stubbed to the property as part of the 2007 Sewer Extension. The Authority discussed the issue that property has a stub for connection but is not within the public sanitary sewer service area. The Authority will continue the discussion on this subject at the June 2019 Authority meeting.

i) Horst Power Equipment Sewer Capacity Request

- Plan Review No.1 was issued on May 13, 2019 requesting a grease / oil trap be required.

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

- This property is not located within the public sanitary sewer service area. It was discussed that the Authority needs to wait until Brecknock Township acts upon a PA DEP Sewage Facilities Planning action before taking any additional action.

k) A&A Enterprises, Inc. - 1529 Reading Road

- Discussion on holding tank request. The project involves an existing connected residential house and proposed shop for a contractor behind the residential house. The Township conditionally approved the use of a holding tank. The Township is requesting a position from the Authority on the approval of the holding tank for a second use on a property in the public sanitary sewer service area. Lengthy discussions were held to provide Mr. Hoover with options within his capacity request. It was agreed upon he would be allowed to hook the shop to his existing grinder tank and use one common lateral connection, provided it is documented within the Developers Agreement a separate lateral must be ran should the property ever subdivide. The shop will require a Developers Agreement, including a meter installed on the water line for quarterly readings. As the residential home is already serviced by an existing lateral, the shop would be able to make the connection for the additional use on the property since no subdivision is being provided.
- Mr. Hoover is going to evaluate his options and come back to the Authority with how he wants to proceed. His options are either a holding tank or to connection to the public sanitary sewer system.

l) Lateral Regulations at Time of Home Transfer

- The BOS has invited us to attend a Planning Commission meeting to review the lateral ordinance with them. This is a very important issue and it will be good to see this necessary ordinance starting its way through the approval process.

m) 1980 Rules and Regulations

- A draft update of the Rules and Regulations will be discussed at the June 2019 meeting. This may take several months to review all of the proposed revisions. The Rules and Regulations will be a new document based upon similar updates from various other Authorities.

6. Attorney Items

a) Right to Know Request Update

7. Old Business

a) Kramer Mill Rerate

- No Update

b) Nasco Training

- Mr. Ebert provided additional Classes to Mr. Coyle as potential options within the scheduling for staff.

c) Standard Specification Meeting

- No Update

d) Maple Ridge North Additional Lot

- No update or additional communication with Developer this month.

8. Sign Checks

9. Executive Session

a) No Executive Session

Meeting Adjourned at 9:10 PM