

Northern Lancaster County Authority  
Minutes of Meeting Held  
May 11, 2020

The regular monthly meeting of the Northern Lancaster County Authority took place on Monday, May 11, 2020 at 7:00 PM via teleconference due to COVID-19 restrictions. In attendance were board members Mike McHenry, Roger Sauder, Grant Wise, Steve Tomasko and Jesse Martin. Also, in attendance were Matt Ross, Interim Plant Superintendent, Kathy Homan, Bookkeeper/Administrative Assistant, Fred Ebert, Authority Consulting Engineer and Anthony Schimaneck, Authority Solicitor.

1) Community Open Session

- a) No guests from the community.

2) Minutes

- a) Motion to approve minutes for the April 2020 meeting was approved with a vote of 5-0.

3) Check Record and Approval of Bills

- a) Motion to pay bills was approved by a vote of 5-0 with Roger Sauder abstaining from Check #4332 to Sauder's Garage.

4) Plant Operator's Report

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

- Matt Ross reported that April's monthly average daily flows were 0.415 MGD with 5.6" of rain.
- Total Sanitary Sewer Main Footage Inspected by Staff in April was 172 feet in Basin BE.

b) Beam Road Generator Update

- Beam Road Generator is a CAT 3408 (310 KW). The service tech that performed the load test stated the generator was running at 64% or 198 KW.
- The operations staff test ran generator twice in April under normal operations of the plant. The load on the generator was 72 KW and 61 KW which is 23% and 20% respectively.
- The operations staff will continue to monitor the generator and record the KW demand during the Bi-monthly testing. Matt will also follow up with Caterpillar Service on the past load tests so that the Authority has historical record to track the loss of power overtime.

c) Beam Road Raw Sewage Pumps and Channel Monster

- The operations staff has started looking into replacement cost for our Channel Monster as it is in the replacement window of 5-8 years and has already had the grinding mechanism replaced one time. Matt Ross spoke with a company representative about a "renewal program" for existing Channel Monster and installing a new channel monster in our by-pass channel. The new channel monster would replace the original and very antiquated bar screen.

- Matt Ross has spoken with the operations staff and a representative from channel monster and expressed the need for two channel monsters to help prolong their life expectancy by alternating the channels and have the option to do service work on one while the other is fully operational. This could also help in high flow events by opening both channels.
- The operations staff is currently in the process of replacing Raw Sewage Pumps as we have one new Flygt pump and 3 old Myers pumps. This pump replacement program began in 2017 with the purchase of the Flygt pump and was requested to compare the performance of the Flygt pump to the Meyers pump.
- The Flygt pump's performance well exceeded the performance of the Myers pumps and it is the operations staff's recommendation to purchase 2 new Flygt pump's and eliminate the Myers pumps as they have been rebuilt / repaired and are still giving us issues with clogging.
- The operations staff has had to pull the Myers pump twice in the past 2 months due to clogging issues while the Flygt pump has had no issues. The clogging issues have been happening with the Myers pumps for a few years and it doesn't matter which Myers pump is installed they all have the same issue. The maintenance issues are a concern during this time period as it forces the staff to work close together to perform the work.
- Matt Ross requested Board approval to look into replacing the old Myers pumps and getting quotes on new Flygt pumps. The cost of the Flygt pump in 2017 was approximately \$16,500.
- Matt Ross was requested to obtain quotes on both the hydraulic and electric Channel Monster to install in the bypass channel. The board will evaluate performing this work near the end of the budget year.
- Board approved purchase of two new Flygt pumps and the Renew Program of the existing Channel Monster.

d) Seasonal Worker Hiring

- The operations staff requested that the Board consider hiring a seasonal worker to assist the operations staff with the additional work load that they are required to do during the summer. The operations staff is down one fulltime employee.
- The work that could be completed by the seasonal worker would include mowing, trimming, landscape work as well as assisting the operations staff when they are working in the collection system and need an extra person for safety reasons.
- The time period would be from mid-May through mid-August.
- This will enable the operations staff additional time to decide if a fourth full time employee or if a seasonal worker each year will fill the void.
- The person would need a driver's license as we still need to maintain individual vehicles during this time to comply with the COVID-19 requirements.
- Board approved hiring a temporary part-time employee for the summer at an hourly rate of \$14.00 for approximately 24 to 30 hours a week.

5) Administrative Report

a) Delinquent Account List

- Kathy Homan reported that accounts #762 paid their account in full and the lien was removed.
- To date, the Authority has noticed minimal COVID-19 economic impact on account balances. The Authority is holding steady at 3% on delinquent accounts which is our historical norm.

b) Monthly/Quarterly QuickBooks Reports

- Current QuickBooks Board Reports were reviewed and the Board had no additional questions.
- QuickBooks 2020 was purchased and installed.

6) Engineer's Items

a) PA Small Water and Sewer Project Grant

- Fred Ebert reported no questions received to date.

b) Meadows – Phase III Escrow Update

- Escrow request was received by the developer but final paving has not been completed. The Authority is holding 15% for maintenance until final paving is completed. Matt Ross indicated he spoke with the builder and the builder understands this requirement.

c) Robert Landis Connection

- Mr. Landis has not paid the tapping fee yet so he may not connect until payment is received.

d) Ader Property

- The Authority has previously approved the purchase of one EDU. Fred Ebert has provided Mr. Ader with the required Capacity Certification Letter.

e) 1261 Horning Road

- Mr. Holder is connecting tomorrow. He obtained the necessary permits and excavation work was performed. Inspectors will be at the property tomorrow (5/12/20).

7) Attorney's Items

a) No Items

8) Old Business

a) No Updates

9) All checks were signed as per the approved bill list

10) Executive Session – No Discussion

Meeting Adjourned at 7:53 PM