

The regularly scheduled May 17, 2010 meeting of the North Codorus Township Sewer Authority was called to order by Vice-Chairman Keith Hunnings at 6:57 P.M. Members present: Nelson Brenneman, Russell Fuhrman, Keith Hunnings, Robert Taylor and Brian Buchanan. Also Present: Attorney Craig Sharnetzka, Engineer Terry Myers and the Recording Secretary, Brenda Trowbridge.

Also attending the meeting was Cheryl Bahn from New Salem Borough, Mark Derr the NCT Manager, Dennis Luckenbaugh and Tanya Crawford the Township Board of Supervisors and Fred Walton, Sewer Plant Operator along with the following: residents: Stella and William Holt at 2108 Noss Road, Jeff Marsden at 2100 Noss Road, Don & Linda Combs at 2107 Noss Road, Sandra Shue at 2068 Noss Road, Heath Calaman at 3945 Sprinkle Lane, Sally Jansman at 1851 Michael Drive with Melissa Straub at 1749 Country Manor Drive, arriving later in the meeting Brenda & William Anderson 2084 Noss Road and Eric Myers a New Salem Borough resident.

I. CALL TO ORDER

A. Meeting opened at 6:57 P.M. with the Pledge to the Flag. Keith Hunnings announced that there would be change to the agenda as the Township BOS and the Authority required an executive session to discuss the financial needs of both the Authority and the Township. District Justice Leppo was introduced and asked to perform the Oath Of Office to install two new members, Brian D Buchanan and Robert I Taylor.

II. ELECTION OF OFFICERS

MOTION by Russell Fuhrman second by Robert Taylor to appoint Keith Hunnings to fill the vacancy of Chairman for the remainder of the year 2010. All members voted aye; motion carried.

MOTION by Nelson Brenneman second by Keith Hunnings to appoint Brian Buchanan to fill the office of Vice-Chairman. All members voted aye; motion carried.

III. COMMUNICATIONS

A. The Walton Water Services DMR Report for March was distributed to members and explained by Fred Walton who was in attendance. There was a violation of ammonia due to a faulty DO Meter that controls the Blower. One unit needs to be replaced. Fred Walton was invited to attend the meeting to give some information on the manhole inspections, some pictures were projected to show the manholes. Some debris was removed but there were no signs of infiltration, everything seemed sealed. Russell Fuhrman pointed out that the lines were not grouted which may cause a problem down the line. Fred Walton will note this in his inspection report. Nelson Brenneman questioned the problem with the motors stating that other plants do not have the operating problems that we seem to have. It was explained that these are valve motors which are solid state actuator motors and not the typical blower motors that last indefinitely. Fred Walton explained that the SBR #1 unit needs to be replaced as it will not recognize the transducer. The cost to replace this unit will be \$1134 plus shipping and time to install. The SBR is currently running in a timed mode until this is replaced and may cause a violation of ammonia as we are now under more stringent restrictions for the summer months. Robert Taylor asked for additional quotes. Mr. Taylor's concern was that the units were being replaced from the same manufacturer that failed. Fred Walton agreed to obtain additional quotes if he could find a carrier of this type of motor. **MOTION** by Robert Taylor second by Keith Hunnings to authorize Fred Walton to purchase another SBR unit at a cost of \$1,134.00. All members voted aye; motion carried.

Meeting Adjourned for Executive Session 7:15 PM to meet with Township BOS

Meeting Reconvened at 8:25 PM

Meeting Adjourned for Executive Session 8:26 with the Authority and Melissa Straub
Meeting Reconvened at 8:47 PM

IV. APPROVAL OF THE MINUTES

MOTION by Russell Fuhrman second by Keith Hunnings to approve the minutes from April 19, 2010 as presented. All members voted aye; motion carried.

V. COMMUNICATIONS, continued

B. A second quote to install receptacles at the digester for the heat trace was received from Monacacy Valley Electric which was even higher than the quote from J Miller Electric. As this is not an emergency need, the Authority decided to table the issue to be considered when the plant is in a financial position to make such upgrades.

C. A quote was obtained to service the generators at the WWTP and the pump stations at a cost of \$1,497 per year and additional quote of \$215 to replace block heater on Sherwood Forest pump station generator. The board asked to make it a policy of the Authority to always obtain three quotes. The block heater is not an immediate emergency.

VI. PUBLIC COMMENTS

A. Brenda Anderson had two comments, one regarding the swale along Colonial Crossings not being mowed and the second one on the snow plowing done on Noss Road this past winter, Keith Hunnings advised her that those were Township questions and the Township meets tomorrow night at 6:30 PM; tonight is the Sewer Authority meeting if she have any sewer questions. She asked when the quarterly sewer billing begins and was advised that the first bill will be prorated to the date of the inspection done by CCIS. She also asked if she could have more than one person do her installation. She was advised that only a license plumber would be able to pull a permit and it was that plumber's discretion as to who could dig the trench but that the licensed plumber would be responsible for the connection and to sign off on the permit.

VII. TREASURER'S REPORT

A. Russell Fuhrman read the list of expenses for Clearing Fund Requisition #34 in the amount of \$22,594.58 as follows:

Adams Electric Cooperative Inc.	\$ 2,539.08
C. S. Davidson, Inc.	\$ 3,877.52
Commonwealth of PA (NPDES permit)	\$ 500.00
Countess Gilbert Andrews, PC	\$ 4,326.82
Forbes Services LLC	\$ 90.00
LABS Inc.	\$ 820.00
Locating Solutions LLC	\$ 470.00
Red Rose Sanitation	\$ 1,638.00
Springettsbury WWTP	\$ 2,269.60
Safeguard Business Systems	\$ 255.24
Walton Water Services	\$ 3,996.31
York Waste Disposal	\$ 124.16
York Water Co.	\$ 297.02
Pay 4/18/10-5/15/10	\$ 1,390.83
Total Clearing Fund Requisition #34	\$ 22,594.58

MOTION by Nelson Brenneman second by Keith Hunnings to approve payment of Clearing Fund Requisition No. 34 in the amount of \$22,594.58. All members voted aye; motion carried.

B. M&T statements for April have been reconciled. Copies of the M&T statement were distributed to members for their review and explained by Russell Fuhrman.

VIII. SOLICITOR'S REPORT

A. Commonwealth Court Action reported in executive session.

B. Irvin Peifer, was sent a 15 day notice to pay his reservation agreement or the Authority will draw on his letter of credit. No response was received. **MOTION** by Keith Hunnings second by Nelson Brenneman to proceed with a claim on the letter of credit. All members voted aye; motion carried. Brenda Trowbridge was directed to proceed with a letter of draw to the bank.

C. Colonial Crossings did respond to the notice to draw citing that because the Authority is unable to provide the capacity reserved the Authority needs to refund all of their money. Actually the Authority is willing and able to provide service but Colonial Crossings not being able to connect is their issue. **MOTION** by Nelson Brenneman second by Keith Hunnings to authorize Atty. Sharnetzka to answer Colonial Crossings. All members voted aye; motion carried.

C. Monthly Status Report on collections. Chrissomallis paid all sewer fees but not Attorney lien cost and the lien will remain on the property until all fees are paid (\$1,154.10). The Maeby property did go to sheriff sale and a letter will be sent out to the mortgage company. This property will need to be connected. Jason Ricker was sent a notice and if he does not pay by the end of May a lien will be placed on this property. **MOTION** to authorize Atty. Sharnetzka to file on both the Ricker property and the Maeby property if it remains unpaid. All members voted aye; motion carried.

IX. ENGINEER=S REPORT

A. CONTRACTS No. 1 B Gregory Contractors

- Construction - 100% complete -

- Gregory Contractors retainage of \$15,900 will not be released until all of the restoration items are approved. Terry Myers sent a letter to Gregory Contractors putting him on notice giving him two weeks to resolve the two outstanding items, the Salem Springs Flow Meter and the John White pasture issue or the Authority will proceed to have them corrected and charged against his retainage. Gregory responded that they have a landscaper working with White to get the pasture issue resolved. Salem Springs Flow Meter manufacturer met with Fred Walton to get the issue resolved and Fred Walton reported to Keith Hunnings that they verified that the meter is all on one breaker and it should be on two. Terry Myers said the electrical contractor was previously back to check and indicated that there was not an electrical problem. Terry Myers will contact the WWTP Operator to get all the information.

Terry Myers had the NPDES Permit prepared which needs the Authority Chairman's signature notarized and returned with a check.

B. Nutrient Credit was worked on with Alex Chiaruttini to review the DEP requirements which has been compiled due to the past testing. A narrative needs to be done to get DEP certified and then contact PennVest or possibly privately selling the credits to whoever needs them. This could be approx. \$5/pound or \$45,000 to \$50,000 per year possible income.

C. A property owner on Messersmith contacted Terry Myers regarding the property pins that needed to be replaced on the front and back. Keith Hunnings felt that he could check the property and possibly replace the pins obtaining information from C. S. Davidson.

D. Countryside Mobile Home Park had requested mapping from C. S. Davidson which was authorized by the Authority at a fee of \$2,000. Terry Myers will submit the information to enable the Authority to bill them for this expense.

E. Nelson Brenneman had a few questions on the sewer lateral on 1438 Whispering Springs Drive. Terry Myers explained that this property owner did not put a stake where he preferred his lateral and after the manhole was set and the lateral was designed the homeowner requested a change which is why the lateral goes a different direction.

F. Russell Fuhrman sent a road list outlining unfinished roadwork that should be completed by Gregory Contractors prior to the Warranty expiration. Atty. Sharnetzka advised that notice should be sent by certified mailing which Terry Myers will do.

X. OLD BUSINESS

A. Easement Agreement with Kinsley needs to be completed. Terry Myers met with Rick Fink and has marked up the as built drawings for an exhibit identifying the easement and will furnish a copy of the finalized agreement. Their invoice was presented showing the cost of the sewer construction and the rock allowance which equals the unpaid reservation fees and the Authority Engineer inspection costs. Kinsley had reserved 55 EDUs which will be considered reservation fees paid in full and will have to pay a \$600/EDU connection fee for each permit as issued. **MOTION** by Keith Hunnings second by Russell Fuhrman to accept the Salem Overlook Sanitary Sewer financial analysis as presented. All members voted aye; motion carried.

B. Keith Hunnings had contacted a few haulers that would only be interested in using our facility if they were in the area.

C. Nelson Brenneman has not been able to coordinate the repair to the Water Hydrant at the WWTP.

D. Authority Short Term Financing – discussion in executive session.

XI. ANNOUNCEMENTS

A. Next Meeting will be June 21, 2010 at 7:00 P.M.

Meeting Adjourned for Executive Session at 10:00 PM

Meeting Reconvened at 10:35 PM

MOTION by Keith Hunnings second by Brian Buchanan to relieve Terry Myers and C. S. Davidson as Engineers for the Sewer Authority giving him opportunity to complete agenda items and secondly the Authority work with the Township on a lease back agreement giving the Township control of the financial matters putting Mark Derr in charge and thirdly putting Brenda Trowbridge on a six month notice honoring the current contract between her and the Authority and try to work with the Supervisors on a more cost effective employment agreement with her. All members voted aye; motion carried.

XI. ADJOURNMENT

A. **MOTION** by Nelson Brenneman second by Keith Hunnings to adjourn the meeting. All members voted aye; motion carried. Meeting adjourned 10:45 P.M.

Respectfully submitted,
Brenda E. Trowbridge, Recording Secretary