

Stewartstown Borough Sewer & Water Authority Meeting Minutes
Wednesday, July 17th, 2024

Members present: Jason Roberts, Lisa Mohan, Linda Miller, Dave O’Neill, Tom Casteel, Kevin Brunicke

Others present: Solicitor John Baranski, Engineer Jason Brenneman, Engineer Jason Lytle, Recording Secretary Stacy Myers

1. The meeting was called to order @ 7:00pm.
2. **General Business**
 - **Approval of Meeting Minutes**—Mr. O’Neill made a motion to approve the June 19th, 2024 Meeting Minutes; Mrs. Mohan seconded. All were in favor; motion carried.
 - **Consent Agenda**—it was the consensus of the Board to approve the following expenses:
 - **Water**—water bills & payroll dated June 15th thru July 16th, 2024 totaling \$101,530.47.
 - **Sewer**—sewer bills & payroll dated June 15th thru July 16th, 2024 totaling \$145,403.02.
3. **Visitors/Public Comment**—none
4. **Solicitor’s Report**—Atty. Baranski reported:
 - **Industrial Wastewater Discharge Ordinance**—a draft of the Ordinance was approved by the Board last month and is ready to be advertised for adoption at the August meeting. Mr. O’Neill made a motion to authorize advertising the Industrial Wastewater Discharge Ordinance; Mr. Roberts seconded. All were in favor; motion carried.
 - **Bridgeview Road residents required to connect to public water and sewer.** There are two properties not connected from the 2017/2018 extension of water & sewer. The owners signed & returned the Repayment Agreement but made no payments nor any attempt to connect to the system. Atty. Baranski has drafted the letters but needed some additional information from Stacy, which she will send him tomorrow, then the letters will be mailed.
5. **Sewer & Water Supervisor Report**—Ira Walker, Jr. was not present tonight but submitted the following report:
 - Gettle completed a motor/pump rehab at Sewer #12 Pump #2 at a cost of \$1,980.
 - Annual permit fee for the WWTP was paid to PADEP in the amount of \$1,000.
 - Disposable gloves were purchased from V.L. Tracey at a cost of \$1,694.
 - Gettle used a meg meter at Wells #4, #5 R2, & #7 for a total cost of \$447.50.
 - Miscellaneous parts for the chemical feed pumps were purchased from LRM at a cost of \$826.
 - Supplies (water) were purchased at Home Depot for a cost of \$156.89.
 - Wierman’s Plumbing billed various projects dated October 2023 to present for a total of \$11,415.84.
 - Control Systems 21 installed a new concrete box/riser at Well #5 J2 & a new part for Well #5 R2 for a cost of \$3,032.30.
 - Susquehanna River Basin Commission billed us \$475 for the annual compliance/monitoring fee.
 - Four hydrant caps were purchased from Witmer Public Safety for a cost of \$450.
 - Four batteries (for the portable generators) were purchased from Gordon’s Service at a cost of \$819.80.
 - Shrewsbury Borough billed us for 13 hours of sewer main inspections, totaling \$2,080.
 - 10 tons of crusher stone was purchased from York Building Products at a cost of \$201.69. Mr. O’Neill made a motion to approve the above-listed expenses. Mrs. Miller seconded. All were in favor; motion carried.

6. **GMB Engineering Report**—Jason Lytle reported:
 - **Task 003/006—Operational Support**
 - Maintenance inspection on the roof was done on 6/26/24. No issues were observed other than staining (water settlement between the structures), but the work done to repair it was good. Downspouts & gutters were all clean with no ponding underneath.
 - Bioset Operation/Service—the Acid Feeder has been rebuilt & is operational. Staff may order a spare hopper because of the time it took to receive the last one.
 - PFAS Monitoring & Reporting—EPA is working through their procedures for initial monitoring but did provide some monitoring direction that may need to be incorporated in the next quarter.
 - **Task 04B—Control Building & Dewatering System Construction**
 - Jason provided Meeting Minutes from Progress Meeting # 7
 - Next Progress Meeting scheduled for August 8th, 2024 via Teams.
 - Continuing in-fill work on locker room & restrooms, along with planning activities for the arrival of the equipment. Pumps have arrived & staff is coordinating with Schwing for an October arrival. There is some work that needs to be done prior to that (concrete floor repaired, structural steel readied, etc.)
 - Garage Ceiling/Press Room Floor Repair/Replacement—a meeting was held to discuss the repairs & contingent items for the middle deck repair are included in the contract. These repairs may exceed the contingency, so Jason & staff may see if replacement cost is cheaper than a repair. Currently, waiting on contractor pricing regarding this.
 - **Task 005—Treatment Improvements Design**
 - A Workshop to review all proposed work is scheduled for Monday, July 22nd at the Borough Office. Anyone is welcome to attend.
7. **Chairman’s Report**—Mr. Roberts had spoken to Ira about moving forward with the water line replacement project in the Springwood Manor (Cedar Lane, Scarborough Fare) ahead of the Township’s plan to pave those streets. More discussion can be held with Jason Brenneman.
8. **Treasurer’s Report**—Stacy Myers reported:
 - **Connections Report**—6 new connections since the June meeting (4-MB, 1-KSV, 1 CF)
 - **Delinquent accounts**—to date, there is \$18,476.28 outstanding from the May sewer billing. Delinquent notices were posted at the properties on 7/15, and payment is due by 7/25 to avoid water service termination.
 - **45 Mill Street usage update**—staff has monitored the resident’s usage the past 3 billing cycles, since learning the resident is operating an in-home laundry service, for which no permit was obtained. More importantly, their usage has consistently exceeded the 230/gpd EDU allowance. The past 3 billing cycles, they used 43,000 gallons (Jan 2024 billing), 61,000 gallons (April 2024 billing), and 64,000 gallons (July 2024 billing). With this in mind, they should be purchasing at least 2 more EDUs for that amount of water that is going to the WWTP.
Mrs. Mohan made a motion authorizing Atty. Baranski to send a letter to 45 Mill Street notifying them they need to purchase additional EDUs to continue their in-home laundry business: Mr. O’Neill seconded. All were in favor; motion carried.
Mr. O’Neill made a motion directing Stacy Myers to contact the Zoning Officer about the suspected in-home business operating at 45 Mill Street; Mrs. Mohan seconded. All were in favor; motion carried.
 - **Follow-up on the mandatory connections to public water**
 - 19045 Barrens Rd. South (Crislip)—obtained an attorney after the Authority sent notice about the mandatory connection. All notices, the Rules & Regulations, etc. were sent to the attorney for their review. No response has been received since.

- 31 College Avenue (Vanover)—received the letter requiring connection to public water by June 30th, 2024, but no response has been heard from them.
 - 33 College Avenue (Cook)—received the letter requiring connection to public water by June 30th, 2024. They have paid their tapping fee but have not connected. Mrs. Mohan made a motion authorizing Atty. Baranski to send reminder letters to both 31 & 33 College Avenue noting that the 6/30/2024 deadline has passed, but that they can request an extension, if needed. Mrs. Miller seconded. All were in favor; motion carried.
- The letter to 31 College should contain slightly firmer language, being that no response has been received from them at all.

9. **Engineer’s Report**—Jason Brenneman reported:

- As discussed earlier, Jason had sent a request to Barrasso for a quote on the Springwood Manor water line replacement. He & Ira will discuss the work/pricing also and notify the Township of the Authority’s plan to move forward with this project.
- **Pump Station Review**—reviews done at Pump Station 1, 2 & 4 (discussion was also held on PS #10) where I & I was noted. Uretex had submitted a lump sum price for repair in the amount of \$15,000; however, they’re not COSTARS approved. USG submitted a line-item price in the amount of \$11,950 and they are COSTARS approved. Jason said if you match up the materials to be used & the line items, they’re basically the same price. USG’s price is also less than the amount for a phone quote requirement. Mr. O’Neill made a motion to approve USG’s price of \$11,950; Mrs. Mohan seconded. All were in favor; motion carried.
- **Barrens Rd/Dollar General Sewer & High St. Water Projects**
 - Work to begin the week of July 29th.
 - As a follow-up from last month, bonding MUST be in place with the Township.
 - During a sewer line inspection, a significant sag was found in the line from Scarborough toward the High Street Pump Station. Jason & Ira plan to meet with Barrasso and ask if they will honor the line-item price for this pipe replacement. Barrasso plans to start the work at Dollar General end of this month which will be a 1–2-week job. The Barrens Road work, then the High Street work will take approx. 4 weeks to complete. The Board can wait until the August meeting to make a decision on this additional work after Jason verifies the line-item price with Barrasso.
- **Cloverfield**—revisiting the issue of obtaining easements for the curb boxes & cleanouts that were installed behind the ROW line during Phase 1 of this development. Only 2 easements had been obtained with approx. 10 remaining. Keystone still has 2 lots to be developed in Phase 2, so the Authority could hold out on taking ownership of the water/sewer system until the easements are obtained. The Borough could hold out on adopting the streets until that’s done as well. Atty. Baranski said the easements could always be obtained by eminent domain, with the developer paying the involved expense. There is new ownership at Keystone, so they may be more amenable to approaching the homeowners to request the easements be granted. If any of these outstanding properties should sell, the Authority could prohibit transfer of ownership until the easements are granted too; however, this must be included in the Rules & Regulations in order to enforce it. The Board requested Atty. Baranski gather a cost on taking the eminent domain route and for Jason to ensure the bond amount covers that amount.
- **Bridgeview**—follow-up on the issue of the proposed sewer line extending under Rt. 851 to serve one lot on the other side. This line was never installed. The developer had been working with the township & an agreement was created that states the sewer line doesn’t have to be installed until a building permit for that lot has been pulled. Then that property would be required to connect to public sewer. The developer stated he’s still willing to adhere to the terms of the Plan Modification Agreement, created a few years ago with the Authority.

Ira & Jason have confirmed the Pump Station is operating well & the previous outstanding punch list of items has been addressed, so the sewer line and Pump Station are ready for adoption.

Atty. Baranski had also spoken to the developer, and per their attorney, Steve Hovis, a universal agreement is being drafted & should be presented within 60 days.

- **Forest Road Subdivision (Hopewell Township)**—revisions have been submitted & reviewed. The Water Quality Permit Application has been signed & provided to their engineer for DEP submittal.
 - **Landfill agreement**—no update.
 - **Well #7 SRBC Renewal**—Dennis Sarpen has been working with staff to get the renewal application submitted, due in September.
 - **New well @ Mayberry development**—no update.
 - **Vanguard Self Storage**—previously proposed subdivision of two lots on Barrens Rd. (east side near the car wash). No plan has been submitted yet. Hopewell Township is requiring the owner to do a water & sewer feasibility study, so until they do that, nothing else is needed.
10. **Adjournment**—With no further business before the Board, Mrs. Mohan made a motion to adjourn the meeting @ 8:00pm. Mr. O’Neill seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary