

Stewartstown Borough Sewer & Water Authority Meeting Minutes
Wednesday, November 20th, 2024

At 6:06pm, the Stewartstown Borough Sewer & Water Authority reconvened their October 16th, 2024 meeting to discuss the 2025 Sewer & Water Budget.

Members present: Jason Roberts, Lisa Mohan, Linda Miller, Dave O'Neill, Kevin Brunicke

Others present: Engineer Jason Lytle, Sewer & Water Supervisor Ira Walker, Jr., Treasurer/Recording Sec'y Stacy Myers

1. Discussion was held on upcoming necessary sewer & water projects for 2025, and the financing for all of those. The Board determined sewer rates would not need to be raised for 2025 due to PENNVEST loan financing that's in place for WWTP upgrades. With a necessary water line replacement project scheduled for spring/summer 2025, water rates will need to be increased, as the project is budgeted for approx. \$500,000. Discussion was held. Mr. O'Neill made a motion to raise water rates by 50% unless a financing option at less than 10% interest can be found for the water line replacement project, and if so, increase water rates by 10% for 2025; Mrs. Mohan seconded. Motion carried with Mr. Casteel abstaining. Mr. O'Neill made a motion to approve the 2025 Sewer & Water Budget; Mr. Brunicke seconded. All were in favor; motion carried.

At 7:03pm, the Stewartstown Borough Sewer & Water Authority's regular meeting commenced.

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

Others present: Engineer Jason Lytle, Engineer Jason Brenneman, Solicitor John Baranski, Sewer & Water Supervisor Ira Walker, Jr., Recording Secretary Stacy Myers

Visitors: Cathy Nonemaker
Michelle Upton

1. Of note, an emergency Executive Session of the Stewartstown Borough Sewer & Water Authority was held on Friday, October 25th @ 7am to discuss the water & sewer connection of 17855 Barrens Rd. North, a property owned by Matthew Cadden.
2. **General Business**
 - **Approval of Meeting Minutes**—Mr. O'Neill made a motion to approve the October 16th, 2024 Meeting Minutes; Mr. Cook seconded. All were in favor; motion carried.
 - **Consent Agenda**—the Board gave their consensus to approve the following expenses:
 - **Water**—Water bills & payroll dated Oct 16th thru Nov 14th, 2024, totaling \$86,454.44.
 - **Sewer**—Sewer bills & payroll dated Oct 16th thru Nov 14th, 2024, totaling \$297,139.24.
3. **Visitors/Public Comment**—Michelle Upton (19099 Rosewood Dr) & Cathy Nonemaker (19065 Rosewood Dr) were present to voice their concerns about Borough employees bow hunting on Authority property at the Wastewater Treatment Plant. The Authority owns 19 acres which abuts properties owned by the Nonemaker's & the Upton's. A year or so ago, Mr. Nonemaker received a letter from the Authority denying him access to walk/hike on their property due to liability. Mrs. Nonemaker said she believes this is a safety concern with the hunters so close to their properties. She mentioned the State law prohibiting hunting within 150 yards from a primary residence, stating the tree stand is probably less than 150 yards from her house. The trees on the property had been marked with purple paint signifying that hunting was prohibited, so the Nonemaker's & Upton's were surprised to see hunters on the property & occupying the tree stand. As the employees' Supervisor, Ira vouched for the two men, stating they're both avid sportsmen who are very safe & cautious. In the past, there have been employees allowed to hunt on the property. Some Board members agreed with allowing bow hunting with a waiver signed by the participant, while other Board members disagreed & didn't think anyone should be allowed to do so. Atty. Baranski said if an invitee gets hurt on Authority property, the Authority would be liable; in the event of a trespasser getting hurt, it would be the trespasser's responsibility. With a signed waiver, responsibility would lay solely on the hunter; the Authority wouldn't be held liable. Jason Brenneman stated the required distance from a residence during archery season is 50 yards (150 yards during rifle season). After more discussion, Mr. Roberts made a motion to allow **ONLY** archery hunting **for employees only** (NO family members or friends) after submission of a signed waiver stating they will accept full responsibility for their

actions & maintain all hunting laws. Mr. Cook seconded. Motion carried, 4-2 with Mrs. Mohan & Mr. Casteel opposing. Mr. O'Neill abstained.

4. **Solicitor's Report**—Atty. Baranski reported:

- **Dollar General**—The letter sent on 10/4/24 demanding payment of \$1,750 for damage to the storm sewer pipe has received no response. Atty. Baranski advised the Board not to pursue this as it's not a tight enough case to take to the District Justice for the damage incurred. The Board agreed.
- **Resolution 2024-05**—Adopting new Sewer Rules & Regulations that included updated Industrial Discharges. Mr. Casteel made a motion to adopt Resolution 2024-05; Mrs. Mohan seconded. All were in favor; motion carried.
- **17845 Barrens Rd. North/Cadden**—At the emergency Executive Session held on 10/25/24, it was decided to move forward with Cadden's public water & sewer connection, paid by the Authority. An updated Repayment Agreement with the amount charged by Openshaw Plumbing (and paid by Authority) was then mailed to the Cadden's. Mr. Cadden is to sign & return that agreement & said he understands his payments are to begin on December 15th, 2024.
The Board gave a firm deadline for returning the signed agreement of November 30th, and if payment is not received by December 15th, a property lien will be filed.
- **Bridgeview Lot 107/Lot 111 Chlorine Booster Easement/Dedication Agreement**—Bridgeview developers agreed to pay \$5,000 (which Atty. Baranski gave to Stacy Myers tonight) to release TriCorner from their bond, and to allow additional easement on their property to allow a seepage pit to be installed next to the Booster Station. The Easement has been recorded & the Dedication Agreement has been signed. The developer has agreed to also put a Maintenance Bond in place for 18 months.
- **Schwing/Screw Press delay**—Zoom call was held yesterday, 11/19 w/Schwing reps, Ira, & Jason L. The January 2025 delivery date is no longer feasible & no firm date was given at this time. Schwing offered a mobile unit for sludge dewatering until the permitted equipment can be delivered which they're now saying will possibly be in March 2025. Schwing states there would be no cost to the Authority to use the mobile unit, but Jason L. doesn't believe that to be true in order to obtain Class A sludge. If it must be taken to the landfill, the cost would double. If would, however, help reduce the cost for liquid hauling. More will hopefully be known after Thursday's (11/21) progress call.
- **USALCO**—Their attorney has now demanded reimbursement of \$24,000 cleanup costs stating the Authority caused the chemical spill at the plant. John advised the Board not to pursue this and not to respond to their demand, thinking it will go away. The Board agreed.
- **19045 Barrens Rd. South (Crislip)**—The hearing with the District Magistrate is tentatively scheduled for December 17th, 2024. John to provide updates as more information is known.
- **Kurtz School Road Lot/Pump Station offer of dedication**—The Dedication Agreement has been received & reviewed, but there is a punch list of items to be completed before dedication can take place.
- **300 Bailey Drive**—Stacy spoke to the owner about additional EDU's needed for excess usage. The owner has paid for another water EDU with his October water bill and plans to pay for another sewer EDU with his November sewer bill.
- **Kinsley Properties/Saubel's Market**—They also received a letter requiring the purchase of additional EDUs for excess usage; however, Saubel's, Rite Aid & Orrstown Bank (in the strip plaza) has a total of 6 sewer EDU's. Is that enough for additional water usage? Water Rules & Regulations require additional EDU's to be purchased in the event their water usage exceeds 230gallons/day. John will mail another letter to Kinsley along with the Water Rules & Regs outlining the EDU requirements with a 30-day deadline for them to respond.
- **4614 Bridgeview Rd. (Engel)**—no response has been received about their connection to public water & sewer. There is a lien in place for the tapping fees since they signed the Repayment Agreement years ago, but never made payments. The Authority is protected by their lien, but we can revisit this after the new year & possibly send another notice regarding the daily interest the lien is incurring.
- **Cloverfield Easements**—the developer is supposed to secure the easements for the Authority's access to cleanouts/curb boxes. Jason B. talked to Keystone approx. two weeks ago about this issue with no response. The Authority won't adopt the water & sewer system until we obtain what we need.

5. **Sewer & Water Supervisor Report**—Ira Walker, Jr. submitted the following expenses for action:

- We purchased a heavy duty hook from Grainger at a cost of \$341.30.
- We purchased a hubble wire device from Grainger at a cost of \$152.04.
- Roof repairs were completed at Well #4 & #7 by Jake's Roofing for a cost of \$5,383.

- Four employees have signed up for a PRWA class (Basic Electricity) to be held at Eureka on 3/18/2025; total cost is \$450.
- REL Concrete & Masonry completed a sidewalk job at 13 N. Main in conjunction with the water service line replacement; cost \$1,000 (to be added to the resident's repayment agreement).
- An overload for Sewer Station #12 was purchased from Gettle at a cost of \$363.15.
- A battery for Truck #3 was purchased from Gordon's Service at a cost of \$224.95.
- Lab supplies were purchased from Hach at a cost of \$354.37.
- Miscellaneous parts for the sewer stations were purchased from HNS at a cost of \$1,867.62.
- A new pump/motor was installed at Well #5 A4 with assistance from Openshaw Plumbing; cost \$471.
- Openshaw Plumbing invoiced us for water service line replacements at 70 Cemetery & 13 N. Main; total cost of \$5,710. (costs added to resident's repayment agreements).
- A new (spare) radio for the SCADA system was purchased from Control Systems 21 at a cost of \$1,683.75.
- Annual software license/support from Kamstrup was invoiced at \$2,114.91.
- A 10" x 3/4" water main saddle was purchased from L/B Water at a cost of \$145.27.
- A pH sensor for a chlorine analyzer was purchased from LRM at a cost of \$227.
- The 6-month subscription fee for our GIS data collector was invoiced from Print-O-Stat for \$1,716.
- We ordered heavy duty wire (for the mixers at the WWTP) from Dorn Electric at a cost of \$455.
- Three strain relief cord grips were purchased from Grainger at a cost of \$152.04.
- Openshaw Plumbing completed the installation of water & sewer lines at 17855 Barrens Rd. North at a cost of \$8,433.25. (this cost to be added to the resident's repayment agreement).
- Powerhouse Generator serviced our six generators & found two bad block heaters at Sewer #2 & #3. Both were replaced at a cost of \$781.94.

Mr. O'Neill made a motion to approve the above expenses; Mrs. Mohan seconded. All were in favor; motion carried.

6. **GMB Engineering Report**—Jason Lytle reported:

- **Task 003/006—Operational Support**
 - **Bioset Operation/Service**—Acid Feeder & Discharge Cone/Piping—pending until the Screw Press delivery is confirmed.
 - **SBR #2 Aeration Diffuser Lifting Cable**—the hook borrowed from Perryville worked well with a successful retrieval & advice from them being very helpful. The hook was returned & staff purchased one similar to it for this use.
 - **PFAS Monitoring & Reporting**—Currently, Well #7 is above the limit; Well #6 is right at the limit, but still compliant & Well #5 is below the limit. We're still reviewing options for Well #7 and the existing reactors for treatment or for a pilot program. PENNVEST suggested a planning meeting once a project is outlined.
- **Task 04B—Control Building & Dewatering System Construction**
 - Minutes from Progress Meeting #11 were distributed.
 - Next Progress Meeting to be held tomorrow, 11/21/24 at the Borough Office.
 - The fan/flooring/pump work is anticipated to begin in December; however, that was based on Schwing's previous delivery date of January. Now they're planning a March delivery and have offered a mobile solution for sludge treatment in the meantime. Heisey Mechanical has contracted with Miller & Sons (Fawn Grove) to haul the sludge.
 - The credit for the Gasoline Tank Conversion (to Diesel) is incorporated into the Concrete Floor PCO.
 - Garage Ceiling/Press Room Floor Repair/Replacement—PCO presented for a net of \$7,464.89 which includes the gas tank removal credit, modified concrete deck approach & the bid allowances that were in the bid (concrete repairs, deck replacement & deck rust removal/painting).
Mrs. Mohan made a motion to approve the PCO for the Concrete Floor Replacement in the amount of \$7,464.69 to Heisey Mechanical; Mr. Casteel seconded. All were in favor; motion carried.
- **Task 005—Treatment Improvements Design**
 - 2025 Budget includes the Blowers, SCADA/SBR Controls, UV & Post Aeration
 - 2026 Budget includes SBR Upgrade, Headworks Building & Grit
 - Meeting was held with PENNVEST to start the process & initiate DEP permit submissions for the overall project.

7. **Engineer's Report**—Jason Brenneman reported the following:
- **Susquehanna River Basin Commission Grant**—this grant is very competitive & because Stewartstown does not experience a lot of water loss, the chances of being awarded may be slim. The LSA Grant that Jason mentioned prior is considered a better opportunity for a 3rd water tower. This is a DCED grant through the County & State. The Borough was recently awarded approx. \$900,000 for E. PA Ave. improvements (through the County). Jason said the State LSA Grant is due very soon, so he would need to put together an updated cost estimate & paperwork right away, if the Board is interested. There would be approx. \$3,000-\$5,000 in engineering costs to put the grant paperwork together. After more discussion, Mr. O'Neill made a motion to approve submission of the State LSA Grant paperwork for a 3rd water tower; Mr. Cook seconded. All were in favor; motion carried.
Along with the grant submission, a Resolution is required to be submitted, but the actual cost of the grant plus some other details won't be known until Jason gathers that information.
Mr. Roberts made a motion to enter into a resolution for the LSA grant submittal with details to be disclosed in December; Mr. O'Neill seconded. All were in favor; motion carried.
 - **Well #5 Building/Control Upgrade**—Two COSTARS proposals were received, one from Johnston Construction & one from PSI. PSI's proposal was approx. \$210,000; however, they were missing some information. Johnston's proposal was \$177,596.18. In addition, Control Systems 21 has a control panel that they would need to install; equipment & labor cost is \$10,014.87.
Mr. O'Neill made a motion to approve Johnston Construction's COSTARS proposal of \$177,596.18 & Control Systems 21 proposal of \$10,014.87. Mr. Casteel seconded. All were in favor; motion carried.
 - **Cedar Lane/Scarborough Fare Water Service Project**—\$500,000 has been budgeted in 2025 for this project. Mr. Casteel made a motion to authorize moving forward with engineering services for this project; Mr. O'Neill seconded. All were in favor; motion carried.
8. **Treasurer's Report**—Stacy Myers reported:
- **Connections Report**—4 new connections since last meeting (2-Barrens Rd., 1-Mayberry, 1-Bridgeview)
 - **Delinquent Report**—to date, \$36,041.81 is outstanding for October water bills (delinquent notices to be mailed soon for a 12/16/24 shutoff notice posting).
 - **Bailey Hotel's additional usage**—staff is monitoring usage after last quarter's reading correlates to 15 EDU's. The agreement between the developer & the Authority states they would need to purchase more EDU's if usage was over & above that of 13 EDUs. The Board authorized Atty. Baranski to send a letter to Upside Investments, putting them on notice that they may need to purchase additional EDUs.
9. **Chairman's Report**—Jason Roberts reported that, because previous discussion had been held about the WWTP being landlocked, Ira had an informal discussion with the owner of 3674 Stewartstown Rd. (Dennis Rill) about his interest to sell the 11.56-acre property located across the stream from the plant. The property, currently estimated at \$790,999, also has a 2,637sq.ft., 4-bedroom home on it. Mr. Rill is interested in having further discussion with the Authority and seemed favorable to enter into a "right of first refusal". The property would allow for more storage facilities for the Authority, in addition to treatment facilities, which Jason Lytle & Ira don't believe would be a problem, although across the stream. The Board is in favor of Jason Roberts & Ira having further discussion about this with Mr. Rill. Atty. Baranski can then create paperwork, as necessary to move forward.
10. **Adjournment**—With no further business before the Board, Mrs. Mohan made a motion to adjourn the meeting @ 8:31pm. Mr. Cook seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary