

Stewartstown Borough Sewer & Water Authority Meeting Minutes
Wednesday, March 19th, 2025

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

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

Visitors: Jordan Ilyes, Kennedy Ilyes, Roy Burkins, Joyce Brunicke

1. The meeting was called to order @ 7:00pm.

2. **General Business**

- **Approval of Meeting Minutes**—Mr. O'Neill made a motion to approve February 19th, 2025 Meeting Minutes; Mr. Cook 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 Feb. 19th thru March 18th, 2025, totaling \$79,081.50.
 - **Sewer**—Sewer bills & payroll dated Feb. 19th thru March 18th, 2025, totaling \$58,458.57.

3. **Public Comment/Visitors**—Jordan Ilyes was present to continue discussion (from last month) regarding the water & sewer EDUs for his proposed project at 13 Mill Street. Based on previous discussion, the Board was agreeable on Jordan purchasing 30 EDUs, which is 25% of the number of units proposed. Historical water usage at Jordan's Red Lion property was also factored into the decision for 30 EDUs, since that's the same type of business (mixed residential & commercial uses) as being proposed for Stewartstown. The proposed commercial spaces for Stewartstown will require additional EDUs. And Jordan understands that, once the properties are occupied & if the usage supersedes the number of EDU's he owns, the Board will revisit this to see if he must purchase more. Jordan has also agreed to relocate/replace an old sewer main on his property in preparation for the project. He obtained a previous estimate of \$120,305 for that work.

Once the bond estimate for the public improvements (water, sewer, etc.) is submitted by Jordan, Jason Brenneman said he, staff & Atty. Baranski can create an agreement to include the involved costs. Of note, Bailey Suites Hotel only required 13 EDUs, as DEP allows 100gpd for hotels because they're not permanent residences.

30 sewer EDUs cost approx. \$135,000; 30 water EDUs cost approx. \$87,000. Once Jordan obtains a firm, updated cost for the sewer line relocation, he can subtract that from the EDU costs and pay any difference. Each commercial use would have their own meter, but each residence/apartment would not. With the Board in agreement of this proposal, Mrs. Mohan made a motion to enter into an agreement with Ilyes Holdings 8, LLC for the purchase of 30 water AND sewer EDUs to be offset by the sewer line replacement. Mr. Casteel seconded. All were in favor; motion carried.

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

- **Agreement with New Freedom Borough to allow inspections in Hopewell Township**—The final agreement has been drafted with New Freedom's proposed changes. This allows Wade Portner, Codes/Zoning Officer for New Freedom & Stewartstown Boroughs, to conduct meter assembly inspections on (ONLY) new homes on our system in Hopewell Township. This draft has been sent to Hopewell for agreement & signing, and John hopes to have it returned by the April 16th Authority meeting for signing.
- **Resolution 2025-03**—To add a \$200 charge (to the Fee Resolution Schedule) for the cost of sending Borough staff or inspector to the property to inspect the water meter assembly. Mr. O'Neill made a motion to adopt Resolution 2025-03; Mr. Cook seconded. All were in favor; motion carried.
- **62 Mill Street's Delinquent Repayment Agreement for the water service line replacement**—A letter was sent to the homeowner urging the monthly payments to recommence by April 1st. If not paid, the Board can move forward with enforcing their Rules & Regulations for nonpayment.

- **Saubel's Additional EDU**—No response was received from the letter of 12/4/2024 demanding another EDU be purchased for their consistently excessive water usage. A hearing with the District Magistrate has been requested for April.
- **Dollar General's claim for the \$1,750 damage to the sewer line** was sent to their reps again. Awaiting their response.
- **19045 Barrens Rd. South**—A hearing with the District Magistrate has been requested for April regarding the homeowner's connection to public water.

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

- Harry's Mobile Repair completed fabrication work on the dump body at a cost of \$969.60
- Miller & Sons, Inc. assisted staff at Sewer Station #8 at a cost of \$250
- Pipe Data View Services assisted staff with cleaning out Sewer Station #8 at a cost of \$1,200
- 3 cases of disposable gloves were purchased from V.L. Tracey Sales at a cost of \$324
- Minor plumbing parts were purchased from APR Supply Co. at a cost of \$487.67
- A new chemical feed pump was purchased from LRM at a cost of \$1,502.92
- 13 tons of solid waste were disposed of at Modern Landfill for \$1,550.50
- Control Systems 21 completed work on the SCADA system at Sewer #10 at a cost of \$2,091.75
- Gettle repaired a motor from Sewer #8 at a cost of \$1,020
- Felicia Markline, Jonny Perry & Tyler Robinson completed a zoom training thru PA Rural Water (Confined Space/Trenching) at a cost of \$300
- Miscellaneous cleaner & grease products were purchased from Certified Laboratories at a cost of \$838.90
- Miscellaneous parts for the sewer stations were purchased from Hydra-Numatics at a cost of \$1,785.43
- Lab supplies were purchased from Aqua Phoenix at a cost of \$2,304.15

Ira also reported that, for the 15th consecutive year, our WWTP received the Plant Excellence Award from Aqua-Aerobics. Thanks to the continued great work & efforts of the staff and support of the Board! Mr. O'Neill made a motion to approve the above expenses; Mr. Brunicke seconded. All were in favor; motion carried.

6. **GMB Engineering**—Jason Lytle reported the following:

- **Task 003/006—Operational Support**
 - Control Building/Garage Roof—structural engineer visited & said it looks good although some of the insulation is sagging. More insulation may be needed & an inspection will be scheduled.
- **Task 04B—Control Building & Dewatering System Construction**
 - Next Progress Meeting is scheduled for 4/17/2025 at the Borough Office.
 - Progress:
 - Locker rooms/Restrooms are pending completion due to the doors.
 - Sludge pump installation is pending temporary unit use & influent valves.
 - The temporary screw press is in use & has been operating well. Class A sludge is being processed for land application.
 - Contractor is tracking installation costs for the temporary unit on a time/materials basis for them & also for the Authority.
 - Permanent unit update—latest delivery estimate was end of April.
 - Proposed Modifications:
 - Contract delays/remobilization—pending on delivery date
 - Interior doors—pending return based on Screw Press installation
 - Sludge Pump Isolation Valves—pending return based on Screw Press installation
 - An Application for Payment #5 in the amount of \$190,563.28 to AIS was presented for approval. Mrs. Mohan made a motion to pay Advanced Industrial Solutions for Payment Application #5 in the amount of \$190,563.28. Mrs. Miller seconded. All were in favor; motion carried.

- **Task 005—Treatment Improvements Design**
 - Structural Engineer was onsite to look at a few areas in question. A middle wall (not structural) will be removed to allow more space.
 - Jason is compiling paperwork for a permit submission to DEP for the overall project.
 - **Task 007—PFAS Preliminary Planning & Design**—Jason created a separate Task for this research & planning.
 - Well #7—reviewed a Culligan unit to see if it could be reused. Based on Culligan’s response, it would cost as much to rebuild/reuse it than to purchase a new one. New options are being researched.
 - Well #5—plan to test water quality with the intent of minimizing necessary treatment.
 - Jason & staff are developing a preliminary plan/estimate for treatment of 105, 106 & 107
 - Concept layouts are in progress
 - Vendor provided information on the ion exchange
 - Preliminary cost estimates are being gathered/reviewed. With equipment & possible building expansion needed, Jason estimates costs to be \$500,000-\$800,000 per well to complete the upgrades. Other alternatives are also being researched. Once a plan is set up, a planning meeting will be scheduled with PENNVEST for potential funding.
 - A cost benefit is purchasing more from York Water rather than rehabbing a well with a lower flow. The PFAS results from water coming off the YW tap are negative.
 - Mrs. Mohan made a motion to approve the Task #007 Proposal for the PFAS Planning, Research & Design; Mr. Brunicke seconded. All were in favor; motion carried.
7. **Engineer’s Report**—Jason Brenneman reported the following:
- **Cedar Lane/Scarborough Fare Water Service Replacement Project**—Per a contractor who contacted Jason, there’s a potential to save some money, so in order to simplify the contract/construction process, bid results will be delayed until April. This may also attract additional bidders. Hopewell Township is onboard with this as they may be pushing these road improvements until 2027.
 - **Pump Station Sinkhole**—Manifold Excavating completed the work last week; we’re awaiting the invoice. Nothing was found out of the ordinary, just a stormwater pipe that had deteriorated.
 - **Chapter 94 Report** has been completed & will be submitted by end of the month.
 - **Well #5 Building/Control Upgrade**—most of the work has been completed but all should be done by the April 16th meeting.
8. **Chairman’s Report**—Jason Roberts reported:
- Meetings & discussion continue to go well with the HR Consultant. The new employee handbook was signed by all employees & adopted by Council last month.
 - To date, 15 applicants applied for the Laborer position at the Sewer & Water Department & interviews are taking place.
9. **Treasurer’s Report**—Stacy Myers reported:
- Connections Report—there were 2 new connections today in the Mayberry development.
 - Delinquent accounts—as of today, \$71,499.48 is outstanding for February sewer bills.
 - Updated 2024 Payroll Summary Report—the auditors updated the report that was approved last month, and a new one has been provided for Board approval. Mrs. Mohan made a motion authorizing Chairman Roberts to sign the revised 2024 payroll report; Mrs. Miller seconded. All were in favor; motion carried.
10. **Adjournment**—With no further business before the Board, Mrs. Mohan made a motion to adjourn the meeting @ 7:54pm. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary