

**Stewartstown Borough Sewer & Water Authority**  
**Meeting Minutes**  
**Wednesday, January 17<sup>th</sup>, 2024**

**Members present:** Lisa Mohan, Jason Roberts, Nathan Cook, Tom Casteel, Dave O’Neill, Linda Miller

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

**Visitors:** Jordan Ilyes

1. The meeting was called to order @ 7:00pm by Vice Chair Lisa Mohan.
2. Everyone welcomed the newest Board member, Linda Miller. Thank you for serving Linda!
3. **Reorganization of the Authority Board**
  - **Chairman**—Jason Roberts volunteered to serve as Chairman, if no other nominations were made. No one else was nominated. Mr. Cook seconded the nomination for Jason Roberts. All were in favor; motion carried.
  - **At this time, the meeting was turned over to Chairman Roberts.**
  - **Vice Chair**—Mr. Roberts nominated Lisa Mohan for Vice Chair; Mr. Casteel seconded. Mrs. Mohan agreed to continue as Vice Chair. All were in favor; motion carried.
  - **Authority Secretary**—Mr. Roberts nominated Dave O’Neill to continue as Authority Secretary; Mrs. Mohan seconded. All were in favor; motion carried.
  - **Reappointment of James R. Holley/Jason Brenneman as Authority Engineer for 2024**—Mrs. Mohan made a motion to reappoint Jason Brenneman as the Authority Engineer; Mr. Cook seconded. All were in favor; motion carried.
  - **Reappointment of MPL Law Firm/John Baranski as Authority Solicitor for 2024**—Mrs. Mohan made a motion to reappoint John Baranski as the Authority Solicitor; Mr. Cook seconded. All were in favor; motion carried.
4. **Visitors/Public Comment**—Jordan Ilyes, Ilyes Holdings 5, LLC was present to request a letter of sewer capacity for 13 Mill Street. He recently purchased the former furniture factory & auto parts store with plans to do extensive rehabilitation to the property in order to create 106 high-end apartments, along with approximately 4 commercial spaces (bakery, possibly a restaurant and/or a brewery). In order to secure lending, he needs a letter confirming there is ample sewer capacity at the Authority’s Wastewater Treatment Plant for these uses. Jordan has worked previously with the Borough Planning Commission & Borough Council, so he gave a brief overview of his proposed project to the Authority. He’s in communication with Stewartstown Railroad & Gordon’s Service Center to resolve property lines and stated there may be some land swaps conducted so he can plan out his parking areas. Jordan also plans to improve & widen Bronson Avenue, as that will be used as an ingress/egress for his tenants. There is currently a traffic study underway.  
At most, if not all of Jordan’s rehabbed properties, he provides gated & assigned parking for his tenants. The commercial uses will have designated parking spaces as well. In addition, he would love to keep the old water tower on the property and brand that with “Stewartstown” as part of the property’s revitalization.  
All the 106 apartment units will be 1 & 2-bedroom units, as most of his properties offer. He tends to stay away from families, but rents mostly to singles, couples with no children, & young professionals.

Service lines, water meters, EDU's & general water and sewer billing was discussed. The Authority was already planning a sewer line replacement for a line near (& behind) Dollar General, but another section that extends to Jordan's property also needs to be replaced. An agreement could possibly be reached between the Authority & Jordan wherein he could pay for the replacement in lieu of a certain amount of EDU's that he would need. More discussion can be held closer to time.

As staff confirmed there is more than enough EDU's (equivalent dwelling units) available, Mr. O'Neill made a motion authorizing Stacy to draft a letter of sewer capacity for Ilyes Holdings 5, LLC; Mr. Casteel seconded. All were in favor; motion carried.

5. **General Business**

- **Approval of Meeting Minutes**—Mr. O'Neill made a motion to approve the December 20<sup>th</sup>, 2023 Meeting Minutes; Mrs. Mohan seconded. All were in favor; motion carried.
- **Consent Agenda**—it was the consent of the Board to approve the following expenses:
  - **Water**—Water bills & payroll dated Dec 20<sup>th</sup>, 2023 thru Jan 16<sup>th</sup> 2024, totaling \$93,396.66.
  - **Sewer**—Sewer bills & payroll dated Dec 20<sup>th</sup>, 2023 thru Jan 16<sup>th</sup>, 2024, totaling \$58,880.53.

6. **Engineer's Report**—Jason Brenneman reported:

- **N. Barrens Rd. Sewer Extension/Dollar General Sewer Replacement**—the PENNDOT permit has been obtained for the Barrens Rd. Sewer Extension. The two manhole runs that need to be replaced near the Dollar General were discussed, as well as another manhole run needing a potential replacement (because of age). As previously stated, this was discussed with Jordan Ilyes & the possibility that the Authority could exchange some EDU's for Jordan's replacement of that run. The two runs Jason is mentioning is separate from that which was discussed with Jordan. There are sags in these two runs, along with Inflow & Infiltration. Jason said there is an existing 20' easement on that line, but some construction easements will be necessary as well. Jason will work with Atty. Baranski to create one for Dollar General. Atty. Baranski previously drafted two other easements for Barrens Rd. North that need to be signed by the Authority. Once all easements are approved, Jason can put together bid paperwork in order to get this project awarded.
- **York Water Agreement/New Well Site**—Ira & Jason want to schedule a meeting with York Water when time allows. Jason created a spreadsheet including budget numbers & the work involved for a new well site.

Could we contact a well driller from the area in order to save some money to minimize the search of water & testing? Jason said it's possible, but we would still have permitting costs involved through DEP. The Authority suggested Jason contact A.C. Reider & a local geologist as a starting point. For the \$800,000 estimate of this project, a lot of water could be purchased from York Water....IF we could continue to purchase from them for that long. Jason will contact both A.C. Reider & a geologist & report back.
- **Headworks building at the WWTP**—Jason continues to work with Jason Lytle on this.
- **High Street water main replacement**— Survey work and existing conditions plan is completed. Design starting and will bid project ASAP.
- **136 High Street**—recently questioned, why this home is connected to water but not sewer? Jason researched & stated the principal building/structure is not within the required 150' of the sewer connection so connection to public sewer is not mandatory.

7. **Solicitor's Report**—John Baranski reported:
- **The letters were mailed to those 6 Township properties** (only on sewer) requiring them to connect to public water by March 1<sup>st</sup>, 2024.
  - **Commercial properties required to purchase additional EDU's**—letters were sent in November 2023 to Saubel's Market & Bailey Springs Plaza owners stating they were using considerably more than the EDU's they currently own & are required to purchase more. Staff only received a call from the owner of Bailey Springs, but to date, neither commercial user has purchased any additional EDU's. Last month, the Board authorized Atty. Baranski to file with the District Magistrate & a hearing has been scheduled for Thursday, January 25<sup>th</sup>, 2024. Mrs. Mohan said she will be a witness at that hearing. Atty. Baranski will request the Judge to invoke a per diem fine per the Authority's Rules & Regulations until the additional EDU's are purchased.
  - Easement agreements for Barrens Rd. North properties have been finalized.
  - He will follow up on the court filing regarding 20 Patterson (resident using water during a mandatory water restriction) & report back.
8. **GMB Report**—Jason Lytle reported:
- **Task 003—Operational Support**—in progress
    - **Pumping Station Odor/H2S mitigation**--The Aeration units at Sewer Pump Stations #11 & #3 have been switched to see if that makes a difference in the odor issue. Warmer weather will be the true test.
    - **Industrial Wastewater Discharge Ordinance**—Atty. Baranski had some questions on the updates. He will contact Jason Lytle to discuss.
  - **Task 04B—Control Building & Dewatering System Construction**—in progress
    - **Payment Application #1 has been received from AIS** in the amount of \$122,579.10.  
Mr. O'Neill made a motion to approve the payment to Advanced Industrial Solutions; Mr. Casteel seconded. All were in favor; motion carried.
    - **Proposed modifications are in progress**--
      - Those include control integration with Schwing, Boerger & AIS
      - Getting additional ventilation in the garage area—AIS to submit a price proposal.
      - Existing gasoline tank conversion to diesel—to occur the week of 1/17/2024.
  - **Task 005—Treatment Improvements Design**—in progress
    - **New Headworks Building**—relocating lab, Soda Ash System & Garage. A structural architect is involved in designing the layout of the building.
    - **2025 Budget will include** Post Aeration Blowers. UV Disinfection to be in 2024 Budget.
    - **Jason is anticipating another submission to PENNVEST during the 2<sup>nd</sup> half of 2024.**
9. **Sewer & Water Supervisor Report**—Ira Walker, Jr. submitted the following expenses for approval:
- Control Systems 21 worked on SCADA-related issues at the York Water Pit & Borough Office for a cost of \$1,648.
  - Control Systems 21 invoiced us for a SCADA pack at a cost of \$2,523.75.
  - Controls Systems 21 worked on issues regarding York Water meter/SCADA & alarm calls for a total cost of \$2,369.55.

- Replaced a water meter in a meter pit at 81 Cemetery Avenue. Cost of new parts ordered from Core & Main was \$535.15.
- Miscellaneous brass couplings were purchased from Core & Main at a cost of \$257.26.
- Ordered roll-up work/construction signs & traffic cones from Daniel B. Krieg at a cost of \$2,492.
- Control Systems 21 investigated issues with the WWTP blowers & looked at probes in the bioset reactor for a cost of \$1,358.
- Powerhouse Generators performed repairs on the generator at Sewer #2 & #10 for a cost of \$541.75.
- Lab supplies were purchased from USA Bluebook at a cost of \$744.45.
- Two sensors on the UV system (WWTP) were replaced. Cost from DeNora was \$303.88.
- Reading devices for the Kamstrup meters needed to be replaced. Cost from Core & Main was \$2,525.

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

10. **Treasurer's Report**—Stacy Myers said there were 0 new connections since the December meeting.

11. **Adjournment**—With no further business before the Board, Mr. O'Neill made a motion to adjourn the meeting @ 8:12p.m. Mr. Casteel seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary