

**MINUTES OF SEVEN VALLEYS BOROUGH
COUNCIL MEETING MINUTES
January 4, 2024**

The meeting was held at the Tri-Community Ambulance Building, 11 Main Street, and was called to order at 7:00 p.m. by President Z. Stiles, followed by the pledge to the flag.

COUNCIL MEMBERS PRESENT

Zachary W. Stiles - President
William Stiles, II – Vice President
Gary Landis – President Pro Tem
Gregory Bonas
Deborah J. Ferree
Greg Kinard
Mark McWilliams

ALSO IN ATTENDANCE

Douglas J. Wagner – Mayor
Cheryl D. Bahn – Secretary
Todd A. Zeigler – Treasurer & Asst. Secretary
D. Michael Craley – Solicitor
Samantha Craley, Assistant Solicitor
Makannah Stiles – Jr. Councilperson

Number of Visitors in Attendance – 3

APPROVAL OF MINUTES

- REGULAR MEETING HELD DECEMBER 4, 2023 & REORGANIZATION MEETING HELD JANUARY 2, 2024.
 - Motion by Ferree, seconded by Kinard, and unanimously carried to approve the December 4, 2023 and the January 2, 2024 meeting minutes.

PUBLIC COMMENT

- None

ENGINEER'S REPORT

- Zeigler reported that the request to the York County Planning Commission for an additional \$70,000 from the 21-22-23 Community Development Block Grant (CDBG) program has been approved. This will be added to the \$105,000 that has already been awarded for the curb & sidewalk improvement project along the south side of Church Street, between Main & Park Streets. Zeigler conveyed to Council that the Borough Engineer has revised the budget and that the full curb & sidewalk replacement between Mason Avenue and Park Street will consume the full \$170,000, with no funding remaining for the section between Mason Avenue and Main Street, except for the construction of two (2) handicap ramps at the intersection of Main & Church Streets. Following further discussion, a motion was made by W. Stiles, seconded Bonas, to apply for CDBG funding in the upcoming 24-25-26 program cycle, in the amount of \$100,000, to replace the curb and sidewalk between Mason Avenue and Main Street.
- It was announced by Zeigler that the grant request under the Commonwealth's COVID-19 ARPA Small Water & Sewer Program has been awarded in the amount of \$48,250, with the Borough matching in the amount of \$7,500, for a total of \$56,000 to make the Maple Street and Church Street stormwater repairs/replacements.

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SOLICITOR'S REPORT

▪ **INTERGOVERNMENTAL AGREEMENT – SPRING GROVE REGIONAL PARKS & RECREATION COMMISSION**

- Solicitor Craley reported that he reviewed the agreement and that he has no issues or concerns. He highlighted a few items that Council should be aware of, such as the Borough will be expected to pay an annual membership fee, based upon a per capita calculation.
- It was clarified that the Borough's participation does not afford free programming to Borough residents, but that it does provide reduced program fees.
- The Borough would have two (2) resident representatives on the Commission, which meets monthly along with the other participants, Spring Grove Borough, Jackson Township, Paradise Township, and the Spring Grove Area School District.
- A motion was made by Landis, seconded by Kinard, authorizing Zeigler to contact Kate King, Executive Director of the Commission, and request that she begin the process to amend the Recreation Commission Intergovernmental Agreement to allow Seven Valleys Borough to join.

▪ **PROPOSED "MUTUAL USE AGREEMENT" (SEVEN VALLEYS PLAYGROUND COMMITTEE)**

- Zeigler reported that he posed several questions to York County Parks about the proposed playground at the Church Street Rail Trail Trailhead. The responses indicated that the County Parks would assume responsibility for the daily maintenance and repair of the playground but would not be a grant applicant, nor provide any matching funds.
- Zeigler also commented that if the Borough applied for any PA DCED recreation grants a land lease agreement with the County would be required for a minimum of a 25-year period. He also noted that the 2024 grant deadline is April 2024, and that it would be unlikely that an application could be submitted in 2024 because there is no formal plan or project budget. Zeigler will contact the DCNR regional grant supervisor and request a site visit.
- Breneman questioned whether a lease agreement would be required if the playground was installed using private funds. It was confirmed that a lease agreement would not be required. He also asked Council whether the Borough would consider providing any funding. The consensus was that when a cost estimate is finalized, and it is known how much would be secured privately, to come back to Council to further discuss.

▪ **STYCSA RATE ISSUE – MEDIATION**

- Solicitor Craley stated that there has not yet been a follow-up meeting scheduled because the parties in dispute are waiting on requested documents.

▪ **STATE POLICE REPORT**

- There was no report.

ZONING/UCC/CODES REPORT

▪ **MONTHLY REPORT**

- Zeigler reviewed the December 2023 zoning & codes report with Council.
- Zeigler updated Council on the number of mailbox violations that remain, which was five (5), and that civil complaints have been filed in District Court. The initial notices were mailed May 1, 2023. He also noted that a new mailbox has been installed at 3 Church Street, and that he mailed a violation notice to that address with a February 29, 2024 deadline to comply.
- It was reported by Zeigler that he reviewed all zoning permits issued back to October 2021, which was when the transition took place between Spring Grove Borough and Jeff Koons. He noted that 33 permits were issued since then and that it appears there are eight (8) permits that should be refunded, totaling \$475. Landis noted that his permit included a new shed and that his should not be included as a refund. Zeigler commented that he spoke to the York County Assessment office and that he was told that a property will not be reassessed for just replacing a roof, doors, windows, etc.;

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however, if a property is being completely remodeled or major renovations, then a reassessment will occur, and a permit will be required. Kinard made a motion, seconded by Ferree, and unanimously carried to approve the permit refunds on the condition that the refund for Landis (135 Church Street) is removed and that Zeigler verify that the other properties listed do not include any other work.

- An update was given on 150 Church Street, which was destroyed by fire earlier in the year. Zeigler reported that he was contacted by a private contractor for a demolition permit.

FIRE COMPANY / EMC REPORT

- No report.

UNFINISHED BUSINESS

- **BUILDING TRANSFER TO BOROUGH (11 MAIN STREET)**
 - No update, other than Solicitor Craley commented that he had contact with the State Attorney General's Office in December (2023) and he learned that their office is short staffed with attorneys, which has created a significant backlog.
- **STOP SIGN RELOCATION/STOP BAR MARKING**
 - Without notice, PennDOT replaced the stop sign at the Rail Trail overpass (on Main Street) with a yield sign. This item will be removed from the agenda.

NEW BUSINESS

- **AUTHORIZED SIGNERS FOR CHANGES TO FIRE & EMS RUN CARDS (911)**
 - W. Stiles made a motion, seconded by Ferree, to name Mayor Doug Wagner, and Council President Zachary Stiles, as authorized signer for any requested fire or EMS call box changes. Motion carried unanimously.

FINANCIAL REPORT

- **DECEMBER 2023**
 - Motion by Landis, second by Bonas, and unanimously carried to approve, accept, and file the financial reports for audit, and to authorize the Treasurer to pay regular bills.

REPORTS

- **SECRETARY'S REPORT**
 - Zeigler read a thank you card addressed to Council from Terry & Meg Fullerton (The Valley Tavern) for the Borough's support with the community Halloween event. It was noted that the Borough's contribution is donated to the annual toy drive sponsored by The Valley Tavern.
- **LIEN COLLECTION REPORT**
 - There remain three (3) outstanding liens.
- **YCSTSA REPORT**
 - There remain six (6) EDUs available.
 - Brandon Breneman noted that he attended the recent Authority meeting and noted that they are securing quotes to replace all check valves along the forced main. The problem valve has already been replaced. He also said that the Authority approved replacement of the Church Street pump station.
- **COUNCIL COMMENTS**
 - Solicitor Craley thanked Borough Council for being reappointed and looks forward to working with the Council. Assistant Solicitor S. Craley echoed that statement.

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- Wagner commented that the Christmas Light Contest sponsored by The Valley Tavern was very successful and he congratulated the three (3) winners. He anticipates that this will become an annual event, and he expects to see other holiday events sponsored by The Valley Tavern.
- Landis thanked Solicitor Craley and Assistant S. Craley for the work that they do for the Borough, and noted how much Council relies on their legal counsel for many issues.
- Ferree commented that she feels there should be a yield sign on the opposite side of the overpass (northbound), as well.
- Ferree stated that she believes Zeigler is overwhelmed with his additional duties as zoning officer. She asked if Council could investigate finding a replacement for him. President Stiles noted that it was difficult to find a zoning officer when Jeff Koons was hired in October 2021. Zeigler assumed the zoning officer duties in April 2023 when Koons abruptly resigned. She said Zeigler does a good job as Treasurer and Assistant Secretary and this is nothing personal toward him. Zeigler commented that when he met with Ferree and Brandon Breneman a couple months earlier, that it was a bit overwhelming, but that was because he was being inundated with an unusually high number of right-to-know requests, which has since subsided. Zeigler also commented that when the sidewalk/mailbox issue is complete he anticipates everything returning to a normal workflow. Zeigler told Council that if they do not feel is his fulfilling the duties of zoning officer, he has no objections to another person filling that role. He also stated that when he accepted the zoning officer position, he said he would do it until he felt he could no longer fulfil that obligation. He has not reached that point and is comfortable continuing as zoning/codes officer currently.
- Ferree commended Borough resident Jessica Valis for the job she did with the redesign of the new Borough website and asked Council if she could possibly be added as an administrator of the website. Zeigler informed Council that he received an email from Ms. Valis offering to serve as an administrator, and that he replied to her thanking her, and indicated that if that need arose, he would certainly keep her in mind.
- Ferree thanked President Stiles, Vice President W. Stiles, and Treasurer & Assistant Secretary Zeigler for their willingness to serve and for the good job that they do.
- W. Stiles suggested that Council look in to find another person to assume the zoning/codes officer position, knowing that it is a difficult position to fill.
- W. Stiles noted that the school district conducts an annual breakfast meeting for local government officials to share an update on where the district stands today, their future plans, and hopes that the municipalities can share their thoughts and plans, as well. The meeting will be held in late January 2024.

CLOSING PUBLIC COMMENT Main Street,

- Brandon Breneman, 81 Main Street
 - Breneman stated that he enjoys working with Council, and he hopes that continues, and that he has committed himself to bringing concerns to Council's attention that also have solutions.
 - Breneman asked Council to consider adding more information to the agenda so that the public has a better understanding of what is being discussed. He is aware that Council receives supporting documentation prior to meetings and are aware of what an agenda item is about.
 - Breneman discussed the trash bill, especially with the recent \$7.00 annual increase. He noted that the Borough has approximately 212 parcels within its limits, and that the trash bills have increased significantly since 2022, and finds it as a hardship. Breneman stated that Penn Waste went from approximately \$104,000 a year collected from Borough trash billings to approximately \$172,000. He understands that costs have increased over the last couple of years. He indicated that his concern is what allows this to happen. Breneman cited subsection 96.2 of the Borough Code, which states that the Borough has full control over the trash/refuse collection management. He said that this does not allow competition or options for residents to opt out of the Borough contract. His first thought is that this may fall under anti-trust or fair-trade protection laws. He asked that Council review the ordinance to allow options for the residents. Bahn noted that the cost is not out of line with other municipal contracts. He feels like the trash hauling companies have a monopoly on the refuse

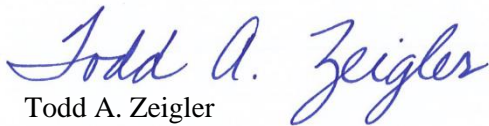
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contracts. Solicitor Craley suggested that Breneman look at other municipalities to see what collectors they use. He stated that the typical contract hauler serving York County is either Penn Waste or Republic Services. Solicitor Craley noted that the contractors want to see an escalation clause for increased tipping fees at the incinerator, and that Republic Services is not interested in a municipality unless they incorporate the automated trash and recycling carts. Landis raised the question about the \$190 per quarter cited by Breneman. He stated that the quarterly rate is \$96 per quarter. Breneman acknowledged that the number he was citing was for two (2) dwelling units. Breneman question what mandates recycling; he was informed it is state law based upon density per square mile. He is bothered most by the significant increase over the past four years. It was suggested by Solicitor Craley that when the next contract comes up for bid that a low volume option be explored.

ADJOURNMENT

- The meeting was adjourned at 8:15 p.m. by President Stiles. The next Council meeting will be held on Monday, February 5, 2024, at 7:00 p.m., at 11 Main Street, Seven Valleys.

Respectfully submitted,

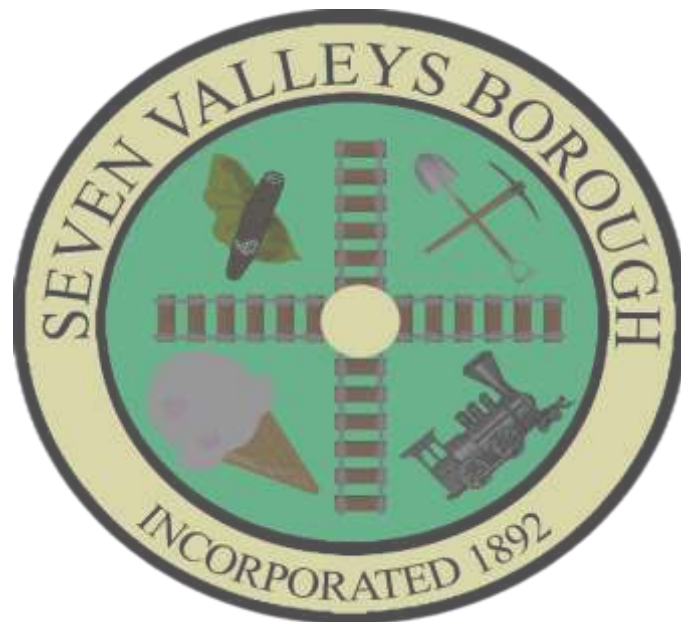


Todd A. Zeigler
Assistant Secretary

Seven Valleys Borough

TREASURER'S REPORT

JANUARY 2024



Income (TOTAL) - \$ 4,342.42

Expenses (TOTAL) - \$ 14,607.84

Fund Balance - \$ 452,419.50
(TOTAL)

CASH BALANCE
JANUARY 31, 2024

GENERAL FUND

ARPA (PB)	\$ 55,372.56
Peoples Bank	\$ 13,934.49
PLGIT	\$ 39,593.48
PRIME (PLGIT)	\$ 333,598.11
TOTAL -	\$ 442,498.64

LIQUID FUELS FUND

PLGIT	\$ 9,167.21
PRIME (PLGIT)	\$ 753.65
TOTAL -	\$ 9,920.86

SEVEN VALLEYS BOROUGH

INCOME DETAIL

JANUARY 2024

GENERAL FUND

Date	Name	Memo	Account	Amount
01/05/2024	Peoples Bank	Interest Earned	341.00	158.15
01/05/2024	Peoples Bank	Interest Earned	341.00	2.48
01/22/2024	YATB	EIT Collected December 2023	310.21	2,105.53
01/27/2024	Connie Patterson	2023 RE Tax Collected	301.10	2.38
01/30/2024	CONNIE J PATTERSON	RE Tax Collected	301.10	12.35
01/31/2024	Columbia Gas	Street Cut Permit	380.30	90.00
01/31/2024	PLGIT	Interest Earned	341.00	215.25
01/31/2024	PLGIT	Interest Earned	341.00	1,555.46
01/31/2024	TODD A ZEIGLER	52 Main Street - Zoning Permit - New Deck (Binter)	361.41	75.00
01/31/2024	TODD A ZEIGLER	108 Church Street - Reimb. Sidewalk Clearing (01/23/24) (Martin)	361.35	60.00
			Total	4,276.60

LIQUID FUELS FUND

Date	Name	Memo	Account	Amount
01/31/2024	PLGIT	Interest Earned	341.00	62.31
01/31/2024	PLGIT - PRIME	Interest Earned	341.00	3.51
			Total	65.82

TOTAL INCOME 4,342.42

SEVEN VALLEYS BOROUGH

EXPENSE DETAIL

JANUARY 2024

GENERAL FUND

Date	Number	Name	Memo	Acct	Paid Amount
01/02/2024	EFT	Amazon	Power Strip & 40' USB Cable for Camera	400.20	-71.97
01/02/2024	EFT	York Water Company	Hydrant Rental	411.30	-618.12
01/04/2024	EFT	Amazon	Two (2) 4' x 6' US Flags	400.20	-51.90
01/05/2024	EFT	U S Postal Service	100 Stamps	400.30	-66.00
01/08/2024	EFT	Government Forms & Supl	2 PA Bound Minute/Ordinance Books	400.20	-141.59
01/08/2024	EFT	Amazon	Black Toner (printer)	400.20	-53.89
01/28/2024	EFT	Government Forms & Supl	Two (2) Post Minute Books w/600 Sheet Inserts	400.20	-263.56
01/30/2024	EFT	York Water Company	Hydrant Rental	411.30	-618.12
01/31/2024	EFT	U S Postal Service	2 Certified Letters	400.30	-8.80
01/02/2024	4351	PSAB	2024 Membership (Borough & Councils Assoc.)	400.30	-172.00
01/02/2024	4352	PSAB	2024 Directory & 9 Subscriptions	400.30	-130.00
01/15/2024	4354	State Workers' Insurance F	Installment 5 of 5	486.03	-1,195.00
01/15/2024	4357	Media One	2024 Meeting Schedule	400.34	-166.00
01/04/2024	4358	Lowell & Lisa Wilt	Refund Zoning Permit (Nov 2021)	489.00	-25.00
01/04/2024	4360	Specialty Testing & Develo	Zoning Permit Refund (Nov 2021)	489.00	-25.00
01/04/2024	4361	Shawn Snyder	Zoning Permit Refund (Feb 2022)	489.00	-100.00
01/04/2024	4362	William Easley, Jr.	Zoning Permit Refund (Apr 2022)	489.00	-75.00
01/04/2024	4363	Karyn Cook	Refund Zoning Permit (Apr 2022)	489.00	-75.00
01/04/2024	4364	Sharon Dillon	Zoning Permit Refund (Aug 2023)	489.00	-75.00
01/04/2024	4365	Patricia Raezer	Zoning Permit Refund (Aug 2023)	489.00	-75.00
01/15/2024	4366	James R. Holley & Associat	Church St Curb & Sidewalk - Inv. 176444	408.00	-5,081.60
01/15/2024	4367	Assoc of Mayors of the Boi	2024 Dues	401.20	-50.00
01/31/2024	4368	D. Michael Craley	January 2024 Services	404.10	-378.00
01/31/2024	4369	Shrewsbury Township	American Flags (2) for Outside Flagpole	489.00	-25.55
01/31/2024	4369	Shrewsbury Township	Color & B/W Copies (Newsletters)	400.30	-35.02
01/31/2024	4370	TODD A ZEIGLER	Secretary & Zoning Officer Salary	405.10	-890.60
				Total	-10,467.72

LIQUID FUELS FUND

Num	Date	Name	Memo	Acct	Paid Amount
01/19/2024	472	Hersh Concepts	Snow Removal - #7842 - 01/06/2024	432.00	-796.25
01/31/2024	473	Met-Ed	Street Lights - January 2023	434.36	-452.72
01/31/2024	474	Shrewsbury Township	2023 Sign Material & Install Labor & Equip.	433.00	-1,762.40
01/31/2024	475	Hersh Concepts	Snow Removal - #7903 - 1/19 & 1/20/24	432.00	-1,128.75
				Total	-4,140.12

TOTAL EXPENSES -14,607.84

**SPRINGFIELD TOWNSHIP, YORK COUNTY, SEWER AUTHORITY
PO BOX 75
SEVEN VALLEYS, PA 17360
DECEMBER 20, 2023
MINUTES**

CALL TO ORDER

The December 20, 2023, meeting of the Springfield Township, York County, Sewer Authority was called to order at 7:02 p.m. by the Chairman, Stanley T. Escher, at the Springfield Township Administration Building, 9211 Susquehanna Trail South, Seven Valleys, PA 17360.

ROLL CALL

Members Present

Stanley T. Escher – Chairman
Michael Burakow – Vice Chairman
Nichole Bensel – Treasurer
Justin Hartman – Assistant Secretary

Members Absent

None.

Also Present

David M. Davidson, Jr., P.E. (C.S. Davidson, Inc.) - Engineer
Angela Fowler - Office Manager
Ronald P. Perks (CBS Environmental Services, LLC) - Plant Operator
Jeffrey L. Rehmeyer II - (CGA Law) – Solicitor

Public Present

Brandon B. Breneman, 81 Main Street, Seven Valleys
Jackie Lowman, 8964 East Springfield Road, Seven Valleys

EXECUTIVE SESSION

The Authority met in executive session from 7:02 p.m. to 7:15 p.m. regarding identifiable litigation and a personnel matter.

MINUTES

Motion: Mr. Burakow moved and was seconded by Ms. Bensel to approve the following minutes:

November 15, 2023

Regular Meeting

Motion carried, 4-0.

PUBLIC COMMENT

Jackie Lowman, 8964 East Springfield Road, Seven Valleys

Bryan and Lauren Tawney have filed an Application for Accessory Dwelling Unit Permit with STYCSA. The proposed occupants of the accessory dwelling unit are Jacqueline and Richard Lowman, the parents of Mrs. Tawney. The total floor area of the principal dwelling is 2,094 square feet. The total floor area of the proposed accessory dwelling unit is 979 square feet. The current Policy states that the accessory dwelling unit cannot exceed the lesser of 40 percent of the square footage of the primary dwelling or 1,000 square feet. An issue has arisen with the Tawney residence in that it does not meet the 40 percent requirement. According to the Policy, the addition would have to be 828 square feet or less.

Because the Zoning Office is open on Wednesday evenings, Chairman Escher requested that Ed Lehman, Zoning Officer, address the Authority. It was noted that the Township's definition of an accessory dwelling unit differs from the Authority's definition.

Attorney Rehmeyer stated that there is language in the Policy that would allow the Authority to grant modification of the requirements if literal enforcement of one or more provisions of the Policy will exact undue hardship because of particular conditions.

Motion: Mr. Hartman moved and was seconded by Mr. Burakow to grant modification of the Policy, based on a hardship, to allow the accessory dwelling unit proposed by the Tawneys not to exceed 979 square feet.

Motion carried, 4-0.

In order to further align with the Township's regulations, Attorney Rehmeyer will draft language to modify the Sewer Authority's Policy for consideration at the January 2024 meeting.

CORRESPONDENCE

Bret Sears – Request for Partial Abatement / 18 Parkview Drive House Fire March 29, 2022

Bret Sears has requested a partial abatement of the amount owed for sewer fees for his property at 18 Parkview Drive. As a result of a fire at the property on March 29, 2022, the house became uninhabitable. Ms. Fowler noted that a Certificate of Compliance was issued on March 15, 2023. Although Mr. Sears waited a long time to apply for relief, it was noted that his daughter is dealing with serious medical issues as a result of a severe RV accident. Mr. Sears noted in his correspondence that he had made a payment of \$500.00 on his account; however, he was uncertain as to what amount would be owed as the adjustment for the loss of the home.

Motion: Ms. Bensel moved and was seconded by Mr. Hartman to grant an abatement of 40 percent for one year, between March 2022 and March 2023, and waive all penalties on the Sears account.

Motion carried, 4-0.

OLD BUSINESS

Inflow / Infiltration Program – Smoke Testing Parkview West – Awaiting List from Ron Perks

Smoke testing of Parkview West has been completed. Mr. Perks has not had an opportunity to perform dye testing for a couple downspouts. Upon completion of the dye testing, Mr. Perks will submit to Ms. Fowler the 14 addresses where clean-out caps were found to be missing as well as the results of the dye testing.

Wolfgang Candies – Industrial Permit Violations (LB)

An on-site meeting at Wolfgang's facilities occurred on December 12, 2023. The reason for the on-site meeting was to have Authority members interface with Wolfgang management to observe the manufacturing process and handling of wastewater, to ask questions, and to get an explanation of what option the Company believes is available to remedy the problem but that the Company believes is cost prohibitive. Members of the Wolfgang management team included Andy Hartman and Glen Mattheu; representatives of the Sewer Authority included Stanley Escher, Michael Burakow, David Davidson, Ronald Perks, and Attorney Jeff Rehmeier.

The Company had attempted to segregate its processed wastewater from its domestic sanitary sewage so that only domestic sanitary sewage would be entering the Authority's collection system. However, there still exists violations in the discharge which, to a large degree, remain unexplained.

Attorney Rehmeyer has prepared a draft letter to be sent to Attorneys Martin Siegel and Paul Minnich, who represent Wolfgang, in which Attorney Rehmeyer summarizes the action items that were discussed and were agreed to be undertaken during the meeting. Attorney Rehmeyer requested that the Authority members review the letter and submit any comments regarding the letter, which will be further discussed at the January 2024 meeting.

The action items, as outlined in the draft letter, are as follows:

1. Mr. Mattheu or another representative of Wolfgang will investigate further with the manufacturers of the cleanser, sanitizer and related products, the contents thereof, to determine if employees using them to wash their hands between six and ten times per day might be resulting in extraordinary levels of nitrogen and phosphorous in the wastewater.
2. Efforts will be undertaken to televise the sewer line lateral from the manufacturing facility to the Authority's system, specifically to confirm that the only sources flowing into it are from the two sets of bathrooms on the property, in an effort to ensure that there still is not some process wastewater entering the sewer system.
3. A representative of Wolfgang will provide information on the number of employees in the facility when recent test samples were taken in order to understand if there is a correlation between the number of employees on site and the content of the sewer discharge.
4. A request is made for year-end numbers from the facility to include York Water coming into the facility, the volume of the manufacturing process waste that was pumped from the holding tanks, and the results from the flow meter, showing sewage discharge into the Authority's sewer system, so that it can be confirmed that the numbers essentially add up, but for some small variance that may occur because of water being used in the manufacturing process or other factors. The Authority requested and Wolfgang provided such data for 2021 and 2022.
5. Mr. Mattheu indicated that on-site treatment was eliminated as an option prior to a decision to segregate the manufacturing process wastewater from domestic sanitary sewage and because the facility was discharging in excess of its allotted volume in the past. He agreed to revisit that possibility since it would seem that the volume of discharge is much less than it was before. It was indicated that hauling wastewater off site was costing approximately \$12,000 per month. Accordingly, there is \$144,000 per year that could be utilized for a treatment system.

Testing / Overlimit Facilities – Wolfgang Candies, Mickey's Pizza,
Loganville Car Wash

The Plant Operator has received the results of the most recent composite sampling. He will forward the results to Mr. Davidson.

2022 Non-Residential Water Consumption Report – Brown's Pump /
Meter Inspection Results

Ms. Fowler reported that she sent a letter to Brown's Orchard and Farm Market indicating that the Authority was refunding 1 EDU plus the penalty for 2022. The refund check is included in the checks for signature and disbursement.

Mr. Davidson reported that he has received meter readings taken on December 18, 2023, which reflect that Brown's continues to be over limit, almost doubling their usage of 6 EDUs. Mr. Davidson will be meeting with Matt Reed in January 2024 to review the numbers and to discuss any possibilities as to the cause of the excessive flow.

Loganville Borough Property, 145 South Main Street – Multi-Family
Dwelling / Billing for 1 EDU

Item discussed in Executive Session.

Seven Valleys Church Street Force Main – Multiple Breaks

Mr. Perks reported that he has contacted several companies for quotes to install variable speed controls on the pumps at the Church Street Pump Station.

Draft Budget 2024

At the November 2023 meeting Chairman Escher requested that the Authority members review the budget and pose any questions or concerns they may have prior to the December 2023 meeting. No questions or concerns were raised. Chairman Escher noted, however, that the budget does not reflect a year-to-year comparison.

Motion: Mr. Hartman moved and was seconded by Ms. Bensel to approve the 2024 budget as presented.

Motion carried, 4-0.

CBS Environmental Services, LLC – Contract Expires 12/31/23

Attorney Rehmeyer has prepared the Wastewater Treatment Plant Operator Services Agreement for signature. Having reviewed the final draft of the contract, Mr. Perks stated that he has no problems with the Agreement.

Motion: Mr. Burakow moved and was seconded by Mr. Hartman to approve the Wastewater Treatment Plant Operator Services Agreement for 2024 and 2025.

Motion carried, 4-0.

STYCSA Office Location

Because STYCSA has outgrown its office space in the Springfield Township Administration Building, Chairman Escher spoke with Tom Wolf, Chairman of the Springfield Township Board of Supervisors, about moving the Authority's office to the old Township Administration Building. The Springfield Township Board of Supervisors has agreed to the use by the Sewer Authority. The Township would not charge the Sewer Authority rent, but the Sewer Authority would be responsible for utilities and any renovations made to the building to accommodate the sewer office. Ed Lehman will provide an estimate for renovations.

Accessory Dwelling Units – Procedures

Item previously discussed.

Logan's Reserve Pump Station Grease Build-up

Ms. Bensel has contacted the Homeowners Association about the grease problem at the Logan's Reserve Pump Station. The HOA has agreed to notify the community of the problem.

RON PERKS - WWTP OPERATOR

Operations / Maintenance Report

Mr. Perks presented the November/December 2023 Operations/Maintenance Report. The written report is on file with the Sewer Authority. There were no violations.

Replacement of Air Relief Valves for Force Mains – Secure Quotes for Installation

Mr. Perks reported that two companies have submitted proposals for replacement of 10 air relief valves along the force main for the Valley Road Pump Station in Springfield Township. Easy-Dig Excavating Inc. submitted a quote of \$2,250.00 per valve. York Excavating Co. LLC submitted a quote of \$2,675.00 per valve. It was noted that the proposal submitted by York Excavating Co. LLC was more inclusive than the proposal submitted by Easy-Dig Excavating.

Motion: Mr. Burakow moved and was seconded by Mr. Hartman to accept the quote from York Excavating Co. LLC at a cost of \$2,675.00 per valve to replace 10 air relieve valves.

Motion carried, 4-0.

Easy-Dig Excavating Inc. also submitted a proposal of \$9,645.00 to install shut-off valves at the Logan's Reserve and Seneca Ridge Pump Stations.

Increase in Nitrogen Credits at WWTP / Nitrogen Levels in Effluent Above Permit Levels

Item not discussed.

WWTP Platform in SBR Building – Secure Quotes

C.S. Davidson, Inc. has performed the structural analysis. Mr. Davidson reported that there is enough capacity in the concrete wall system to support the additional loading. Some of the beams will be removed and replaced to support the loading on the platform. A rail system would be installed for dragging pallets.

Mr. Davidson stated that the crane is in need of cleaning and painting. Out of the seven vendors that were contacted, C.S. Davidson, Inc. has received responses from two.

WWTP Roof on Control Building – Secure Quotes

Mr. Perks reported that he is continuing to secure quotes for replacement of the roof on the Control Building. It was noted that the roof is not currently experiencing any leaking.

NEW BUSINESS

Bryan and Lauren Tawney – Application for Accessory Dwelling Unit Permit 8964 East Springfield Road (ESR)

Item previously discussed.

ENGINEER'S REPORT

Springfield Township / East Branch Codorus Creek Tributary / Floodplain Restoration Concept Plan

With regard to the elevations of the sanitary sewer manholes, Mr. Davidson and Mr. Perks have agreed to two feet above grade.

Erosion Problems – Farmhouse Embankment

The application for the permit has been submitted to PA DEP.

SOLICITOR'S REPORT

Sewer Capacity Reservation Transition – Resolution No. 2023-02

This item will be addressed in more detail in 2024 after receiving applications of interest.

6 Ness Court – Transfer without Building Sewer Inspection

Orendorf to BTI 1179, LLC

The property at 6 Ness Court was transferred without a building sewer inspection. Attorney Rehmeyer reported that the inspection was subsequently completed and payment was made in full. This item can be removed from the agenda.

Monthly Status Report

Attorney Rehmeyer presented the December 20, 2023, Monthly Status Report. CGA Law is not requesting permission to execute on any accounts at this time.

Non-Residential Grease Trap Inspections

Question was raised by Simon Schilling as to whether CCIS is responsible for conducting grease trap inspections. Ms. Fowler stated that she believes that the contract indicates that CCIS is to conduct yearly grease trap inspections.

Motion: Ms. Bensel moved and was seconded by Mr. Hartman to inform Simon Schilling that he is requested to perform non-residential grease trap inspections.

Motion carried, 4-0.

CHAIRMAN'S COMMENTS

Office Manager Year-End Bonus and Salary Increase for 2024

Motion: Mr. Hartman moved and was seconded by Ms. Bensel to give Ms. Fowler a \$500.00 year-end bonus and a 3 percent increase in salary for 2024.

Motion carried: 4-0.

Chairman Escher thanked Ms. Fowler for her work, especially during the last month.

FINANCIAL

Transfer from PeoplesBank Revenue Fund to Replenish PeoplesBank General Operating Fund, Detailed Check Register General Operating Fund, Transfer from PeoplesBank Revenue Fund to Replenish DeIVal Fund, and DeIVal Disposition Schedule

Motion: Mr. Hartman moved and was seconded by Ms. Bensel to transfer from the PeoplesBank Revenue Fund to replenish the PeoplesBank General Operating Fund in the amount of \$89,084.99; to approve the Detailed Check Register of the General Operating Fund, dated 12/20/23, checks #15802 - #15823 in the amount of \$89,098.25; to approve the transfer from the PeoplesBank Revenue Fund to replenish the DeIVal Fund in the amount of \$4,333.87; and to approve the DeIVal Disposition Schedule (ACH debit in the amount of \$4,333.87).

Motion carried, 4-0.

Financial Reports

Ms. Fowler presented the financial reports dated 12/20/23.

ADDITIONAL PUBLIC COMMENT


None.

ADJOURNMENT

Motion: Mr. Burakow moved and was seconded by Ms. Bensel to adjourn the meeting at 8:25 p.m.

Motion carried 4-0.

SUBMITTED BY


Stanley T. Escher, Chairman


Monta E. Gentile, Recording Secretary

THESE MINUTES ARE TENTATIVE UNTIL APPROVED AND SIGNED

DATE SUBMITTED: 1-17-24

DATE APPROVED: 1-17-24