

York Township Water & Sewer Authority  
Meeting Minutes  
190 Oak Road, Dallastown, PA 17313  
January 15, 2024

Call to Order:

Karen Atkinson called the regular meeting of the York Township Water & Sewer Authority to order at 6:30 P.M. with the following in attendance:

Members

Karen Atkinson  
Jamie Reid  
Josie Dick  
Tom Pinkerton  
Zane Williams

Gretchen Tome – York Township  
Casey Raver – York Township  
Kevin Fox – Gannett Fleming  
Steve Ahlbrandt – Stock & Leader

Organization and Appointment of Authority Members, Solicitor and Engineer:

Tom Pinkerton made a motion, which was seconded by Josie Dick, for the slate of members of the Water and Sewer Authority Board to remain the same. All were in favor and the motion passed. Members of the Board include:

Karen Atkinson – Chair  
Jamie Reid – Vice Chair  
Gretchen Tome – Secretary / Treasurer  
Zane Williams – Assistant Secretary  
Josie Dick  
Tom Pinkerton

As of December 31, 2023, Zane Williams term serving on the Water and Sewer Authority board had expired. He was reappointed during the January 2, 2024 Board of Commissioners meeting.

Tom Pinkerton made a motion, which was seconded by Jamie Reid, for Stock and Leader to remain the solicitor for the Water and Sewer Authority. All were in favor and the motion passed. Tom Pinkerton made a motion, which was seconded by Josie Dick, for Gannett Fleming to remain the engineer for the Water and Sewer Authority. All were in favor and the motion passed.

Approval of Minutes – November 20, 2023:

Josie Dick made a motion, which was seconded by Tom Pinkerton, to approve the minutes from the November 20, 2023 meeting. No discussion was held. All were in favor and the motion passed.

Public Comment:

No public comment

Solicitor – Steve Ahlbrandt (Stock and Leader):

No actions to discuss

Public Works – Casey Raver:

Casey Raver mentioned the State Ethics Commission State of Financial Interests forms were included in the board packets. He asked for everyone to complete the forms and return them to Gretchen Tome.

## Engineer's Report – Kevin Fox (Gannett Fleming):

### Green Valley Sewer Extension

Construction began on October 9, 2023 and was completed on December 20, 2023 including paving and acceptance tests passing. Prior to dedication the Township will flush and televise the sewer main to determine if the main is acceptable. An invoice will be provided to the developer for the Township's services to perform the flushing and televising. Prior to dedication, the developer is to submit as-built drawings and their contractor will abandon the initial casing pipe.

A discussion was held at the November 20, 2023 board meeting regarding a required boring of a segment of the sanitary sewer extension under Iron Stone Hill Road. The initial bore went off direction and had to be abandoned. The boring contractor, L&N Zimmerman has since successfully completed another bore, which was acceptable, and the sanitary sewer pipe was installed.

A discussion was held regarding how to complete the abandonment of the initial bore. Tom Pinkerton made a motion, which was seconded by Josie Dick, to have the contractor fill the pipe with flowable fill and cap the casing pipe at both ends. All were in favor and the motion passed.

### Update the Construction and Material Specifications for Sanitary Sewers, and the Plans, Design and Construction Standards

Gannett Fleming has begun updating the specifications. A report showing the tentative table of contents of the new specifications and the sections where drafts are completed was provided to the board.

### Green Valley Pump Station Replacement (Contract 2020-10)

The issues at the pump station persist. On January 10, 2024, the Township staff, the Authority's solicitor, and Gannett Fleming met to discuss the issues, the work performed by the contractors and subcontractors and possible options to resolve the issues. It was recommended for Gannett Fleming to perform several activities to determine why the problems are occurring. Gannett Fleming is preparing a proposal to perform the activities and it will be discussed at a later meeting.

On October 30, 2023, Gannett Fleming submitted the Notice of Termination (NOT) to York County Conservation District (YCCD) to close the National Pollutant Discharge Elimination System (NPDES) permit. The NOT included as-built drawings and a completed form to close the permit. On November 30, 2023, YCCD requested changes to the as-built drawings. The revised drawings were submitted to YCCD on December 5, 2023 and on January 11, 2024, YCCD approved the NOT.

### Green Valley Force Main Replacement (Contract 2020-11)

On October 30, 2023, Gannett Fleming submitted the Notice of Termination (NOT) to York County Conservation District (YCCD) to close the National Pollutant Discharge Elimination System (NPDES) permit. The NOT included as-built drawings and a completed form to close the permit. On November 30, 2023, YCCD requested changes to the as-built drawings. The revised drawings were submitted to YCCD on December 5, 2023 and on January 11, 2024, YCCD approved the NOT.

### Spangler Meadows Pump Station Abandonment and Gravity Sewer Extension (Contract 2020-12)

On October 30, 2023, Gannett Fleming submitted the Notice of Termination (NOT) to York County Conservation District (YCCD) to close the National Pollutant Discharge Elimination System (NPDES) permit. The NOT included as-built drawings and a completed form to close the permit. On November 30, 2023, YCCD requested changes to the as-built drawings. The revised drawings were submitted to YCCD on December 5, 2023. On January 5, 2024, YCCD requested pictures of the right-of-way. On January 10, 2024, Gannett Fleming emailed the requested pictures to YCCD.

### SR 3001-056 Bridge Replacement (S. George St. Bridge)

On November 30, 2023, representatives of PennDOT, PennDOT's project management consultant, the Township and Gannett Fleming had a virtual meeting to discuss the design and permitting for the sewer interceptor relocation, which is part of PennDOT's bridge replacement project.

PennDOT held an internal meeting in December 2023 to discuss moving the Let date for the project, which is the date the bids are opened by PennDOT. PennDOT has decided the Let date is January 1, 2026. A cost sharing letter between PennDOT and York Township Water and Sewer Authority will be performed in the future. The engineering expenses incurred by the Authority for this project will be reimbursed per the future cost sharing agreement even though the costs will be incurred prior to the signing of the agreement.

The Hydrologic and Hydraulic model prepared by Michael Baker International for PennDOT was provided to Gannett Fleming for their use in the sewer interceptor relocation design and Gannett Fleming has started the design. The Authority mailed a letter to the property owner of 1595 S. George Street requesting a meeting to discuss realigning a portion of the interceptor on their property.

### Pump Station Preliminary Engineering Reports

Proposals were previously signed for Gannett Fleming to assess the Imperial and Dairyland Pump Stations.

### Intermunicipal Billings

The 3<sup>rd</sup> quarter intermunicipal billing for 2023 was completed on December 1, 2023.

### Active Development Construction

Hudson Ridge – North, phases 1 and 2 are completed. Phase 3 is on hold by the developer. South, pumps for the private pump station are to be delivered by January/February 2024. Installing electricity to the station is not known at this time.

Bridgewater, Project 2 – All sanitary sewer mains and service laterals are constructed. Most of the acceptance testing is completed satisfactorily. Several manholes still need vacuum tested.

Moove In Partners – construction of 18,200 sq. ft. self-storage facility at 610 Chambers Road has begun. Existing self-storage buildings will remain. A new lateral cannot be constructed because of an existing 72-inch diameter storm sewer. A grinder unit to serve the storage facility is being considered.

Bluefield Properties – residential development at the northeast corner of the intersection of Green Valley Rd and Iron Stone Hill Rd has started and will consist of 20 duplex units and a single-family dwelling for a total of 41 units. The wastewater from the development will be conveyed to Green Valley Rd pump station.

### Recent Development Reviews

7 Brew Red Lion – Brew Family Operations of PA proposes to demolish a building structure which used to be a bank in the Cape Horn Square and construct a 510 sq. ft. commercial. The proposed business is to sell various drinks entering the store via a drive-through.

Jeffrey L Henry Subdivision – a proposed 45 lot residential development located south of Novalight Drive.

Final Subdivision Plan for PEJAMANI – located at 590 Chestnut Hill Road is a proposed subdivision dividing the existing parcel into 7 lots. One lot will not be developed, and the other lots will be developed with a single family home on each parcel.

Treasurers Report – Gretchen Tome:

Jamie Reid made a motion, which was seconded by Tom Pinkerton, to approve all board member checks and invoices. All were in favor and the motion passed.

Adjournment:

The meeting was adjourned at 7:00pm

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Gretchen Tome  
Secretary / Treasurer