

## York Township Water & Sewer Authority

### Meeting Minutes

190 Oak Road . Dallastown, PA 17313

October 20, 2025

#### Call to Order

Karen Atkinson called the regular meeting of the York Township Water & Sewer Authority to order at 6:25 P.M. with the following in attendance:

#### Members

Karen Atkinson

Jamie Reid

Zane Williams

Josephine Dick

Casey Raver – York Township

Melissa Hess – York Township

Kevin Fox – Gannett Fleming

Seth Byers – Saxton & Stump

#### Approval of Minutes – August 18, 2025

Jamie Reid, made a motion, which was seconded by Josephine Dick, to approve the minutes from the August 18, 2025 meeting. All were in favor and the motion passed.

#### Public Comment

No public comment.

#### Solicitor – Seth Byers (Saxton & Stump)

**Tapping and Connection Fee Proposal** - Jamie Reid, made a motion, which was seconded by Josephine Dick, to approve the study for the Tapping and Connection Fee proposal and with a recommendation for the Board of Commissioners to review and fund the study not to exceed \$16,000.00. All were in favor and the motion passed.

**PennDOT Springwood Road Resolution** – PennDOT and Authority cost sharing agreement on relocating the Authority's manhole on Interstate 83. Josephine Dick made a motion, which was seconded by Jamie Reid, to approve the resolution. All were in favor and the motion passed.

#### Public Works

Casey Raver provided an update on Public Works. Leaf collection started October 20 and will go to December 12, pending weather. Sewer Crew - 4 Employees in Sewer Crew and hoping to make a full 5-member crew by end of the month. Camera Truck has some issues and mechanics are working on getting it back up and running. New S-13 Truck - Approval from the Board of Commissioners of new S-13 truck to do PA One Calls.

**Timber Harvest at Authority Owned Property at Green Valley Pump Station** – James C. Neutzel, forester, to take bids on timber harvest. Revenue would be coming into the Authority, and it would not cost them anything. Authority approved the go ahead of the timber harvest.

**Encroachment Agreement for 2228 Old Colony Road** – Josephine Dick, made a motion, which was seconded by Jamie Reid, to approve the encroachment agreement for 2228 Old Colony Road for installation of fence and allows the township access when needed. All were in favor and the motion passed.

**Engineer’s Report – Kevin Fox (Gannett Fleming)**

**Update the Construction and Material Specifications for Sanitary Sewers, and the Plans, Design and Construction Standards** – No changes from the Authority Board on the updated draft specifications. Josephine Dick, made a motion, which was seconded by Jamie Reid, to adopt the specifications at the October 20, 2025 Authority Board meeting. All were in favor and the motion passed.

**Pump Station Preliminary Engineering Reports** – Gannett Fleming began assessing Imperial and Dairyland Pump Stations and surveyed both. The reports are to be completed by end of October.

**Active Developments** – Updates were given by Kevin Fox on Hudson Ridge North – Phase 1 and 2, Bradford Drive – Phase 3, South (Cambridge), Bridgewater - Project 2, Chestnut Hill Road, Stone Hill North, Belle Road Self Storage, KNSM Holding, LLC, Heather Glen Subdivision, Queen Street Coffee Shop and Taco Bell.


**Recent Development Reviews** – Update was given by Kevin Fox on KNSM Holdings – Bridgewater Project 3B, 268 Leader Heights Road, Millbourne Estates, 279 Leader Heights Road, 2071 and 2073 South Queen Street.

**Treasurers Report – Melissa Hess**

No bills to be paid at this time.

**Adjournment**

Jamie Reid made a motion, which was seconded by Josephine Dick to adjourn the meeting. All were in favor and the motion passed. The meeting ended at 6:47 pm.

  
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Melissa Hess  
Secretary / Treasurer