

**York Township Water & Sewer Authority**  
**Meeting Minutes**  
**190 Oak Road, Dallastown, PA 17313**  
**September 19, 2022**

Call to Order:

Karen Atkinson called the regular monthly 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  
Zane Williams

Gretchen Tome – York Township  
Gary Milbrand – York Township  
Devon Schoonover – Stock & Leader  
Tia Trate – Gannett Fleming

Approval of Minutes:

Jamie Reid made a motion, which was seconded by Josie Dick, to approve the minutes from the July 18, 2022 meeting. All were in favor and the motion passed.

Public Comment:

John Runge from Gordon Brown & Associates was in attendance.

Solicitor - Devon Schoonover:

**Monocacy Valley Contract disparity of bid price vs. contract price** - Attorney Sarah Doyle is meeting with the contractor, Monocacy Valley and PSI on Tuesday, September 20 to discuss the contract disparity of the bid price versus the contract price. The price which was on the bid form from the contractor was inadvertently copied incorrectly onto the contract resulting in a disparity between the two values since the contract price on the contract is higher than that of the bid price on the bid form.

The price which was stated on the contract was apparently not a price that was bid for this project. It was transcribed from bids from another project and Attorney Doyle will work out the details with the contractors to determine the settlement of the price. Attorney Doyle will provide additional information at the next meeting in October.

Public Works Report – Gary Milbrand:

- **Removal of Robert Miller as a check signer** - Robert Miller is retiring as Director of Public Works at the end of September. His last workday was Friday, September 16 and after using vacation time he will be officially retired on September 30, 2022. Josie Dick made a motion, which was seconded by Jamie Reid, to remove Robert Miller as a check signer for the Water and Sewer Authority checking account. All were in favor and the motion passed.
- **Authorization of Gary Milbrand as check signer** - Josie Dick made a motion, which was seconded by Jamie Reid, to add Gary Milbrand as authorized to sign checks for the Water and Sewer Authority checking account. All were in favor and the motion passed.
- **1911 Enterprises Sanitary Sewer Extensions** – John Runge from Gordon Brown & Associates was in the audience to assist with answering questions. In 2006, the Water and Sewer Authority board authorized to accept this sewer extension subject to approval of the solicitor approving a right-of-way agreement and also subject to a comment letter from C.S. Davidson, Richard Raush being addressed.

John Runge, on behalf of the developer is working through the comment letter and the easement agreement. A draft was sent to Attorney Steve Hovis from Stock and Leader. Kevin Fox at Gannett Fleming was provided with the most recent set of drawings provided by John Runge and the comment letter from C.S. Davidson to make sure all issues have been addressed.

It is requested that a developer's agreement be put in place which states that the developer will reimburse the township for expenses occurred from Gannett Fleming and Stock and Leader. This is in process.

Stock and Leader is recommending execution of the right-of-way agreement contingent upon the developer being responsible for the engineering and solicitor costs but also the developer securing an approved DEP sewer module or a sewer planning exemption prior to their physical connection to the system.

Gannett Fleming reviewed the drawings and comment letter and found everything to be in compliance. They will be providing an official response to the authority.

Josie Dick made a motion, which was seconded by Jamie Reid, to execute the right-of-way agreement contingent upon obtaining the developer's agreement which is to include the additional points with the costs of the engineer and solicitor being covered by the developer and the developer securing the DEP mailer or waiver prior to their physical connection to the system all subject to solicitor's approval. All were in favor and the motion passed.

Engineer's Report – Tia Trate, Gannett Fleming:

- **Green Valley Sewer Extension** – There is no change from the last report. Letters will be mailed to the property owners in the near future asking them to schedule a house visit with Gannett Fleming. House visits are needed to determine the existing plumbing of the homes.
- **Update on the Construction and Material Specifications for Sanitary Sewers and the Plans, Design and Construction Standards** – There is no change from the last report. It has been recommended to take this off the agenda and leave it on hold until at least next year.

**Green Valley Pump Station Replacement** (Contract 2020-10) – Work still needs to be completed. Start up at the pump station is scheduled for September 22. A list of items each contractor needs to perform for substantial and final completions was provided to the Authority. On August 30, York County Conservation District emailed an inspection report to the Authority and the contractor. PSI will need to restore the stream crossing south of the pump station to pre-constructing conditions including removal of riprap (stone), installing matting, and repairing existing silt sock.

A change order was presented to the Authority regarding contract price and contract time. During the bidding phase, there was an addendum that required PSI to furnish and install the fuel transfer pumps and controls. During the review of the generator submittal these transfer pumps and controls were added to Monacacy's contract to become part of the generator package. In June 2021, Monacacy submitted a change order in the amount of \$8006.68. The change order was never processed. Gannett Fleming recommended to the Authority to approve the change order for \$8006.68. PSI has stated they will provide documentation to credit the Authority for the transfer pumps in the amount of \$6,500.

All work was to be completed by September 12, 2022. Neither contractor was able to meet the contract time. Both contractors have blamed each other for delays. Monacacy is requesting a 60-day time extension date of November 11, 2022 for final completion. PSI is requesting a substantial completion date of October 24, 2022 and a final completion date of November 22, 2022.

A discussion was held, and it was recommended for October 17, 2022, which is the date of the next Water and Sewer Authority meeting, to be the date for substantial completion and October 31, 2022 for a final completion date then if not completed after that time, liquid damages would start.

Josie Dick made a motion, which was seconded by Jamie Reid, to approve Change Order #2 for Monocacy Valley in the amount of \$8,006.68 for the fuel transfer pumps and controls and to amend the contract substantial completion date to October 17 and final completion date to October 31. All were in favor and the motion passed.

Josie Dick made a motion, which was seconded by Jamie Reid, to conditionally approve the Change Order for PSI for the fuel transfer pumps and controls adjustment in the amount of \$6,500 and to amend the contract substantial completion date to October 17 and final completion date to October 31, subject to receiving the change order. All were in favor and the motion passed.

- **PSI Payment Application #9** - Payment application #9 from PSI in the amount of \$22,066.39 for work completed in May 2022 has been reviewed and approved by Gannett Fleming. Jamie Reid made a motion, which was seconded by Josie Dick, to approve payment of application #9 in the amount of \$22,066.39 to PSI. All were in favor and the motion passed.

A violation letter from the York County Conservation District was provided to the Authority and PSI is working to correct the issues stated in the letter. In addition, photos were presented for review.

- **Green Valley Force Main Replacement** (Contract 2020-11) – E.K. Services has the construction mostly completed. The contractor still needs to connect the new force main to the new force main exiting the wet well and connect the new force main to the existing manhole in Allegheny Drive. The contractor is waiting on PSI and Monocacy Valley to perform initial start-up of the new pump station prior to making the two connections. In addition, the contractor will need to install matting at one of the stream crossings, stabilize the same stream crossing and restore the preconstruction conditions the stream crossing south of Allegheny Drive.

A Change Order is requested from E.K. Services. They are not able to complete the final connections until start-up is completed successfully. Start up is scheduled for September 22, 2022. Gannett Fleming recommends extending the final completion date to October 7, 2022. This allows time to perform the final connections and address the stream crossing issues as required by York County Conservation District.

Gary Milbrand recommended extending the final completion time to October 17, 2022. Josie Dick made a motion, which was seconded by Jamie Reid, to approve the change order and to extend the final completion date for E.K. Services to October 17, 2022. All were in favor and the motion passed.

- **Spangler Meadows Pump Station Abandonment and Gravity Sewer Extension** (Contract 2020-12) – On August 15, 2022, York County Conservation District emailed an inspection report to the Authority and the contractor, Pact One. The inspection report had two findings: The previously disturbed right-of-way lacked vegetation growth and the stream crossing had not been restored back to pre-construction conditions including removal of riprap used during the stream crossing. Pact One is required to restore the stream to pre-construction conditions including removal of the stone and stabilizing the stream bank.
- **SR 3001-056** – PennDOT will be replacing a bridge on South George Street about 400 feet north of the intersection of South George Street and Powder Mill Road. The Authority has an 18-inch diameter ductile iron sanitary sewer pipe attached to an existing bridge. This pipe will be upgraded from 18 inches to 24 inches. Gannett Fleming is working with the Township and PennDOT's engineer, Michael Baker International, on the sewer relocation and design.

PennDOT does not want the sewer pipe attached to the new bridge so alternative solutions are being investigated such as lowering the sewer underground or connecting the new sewer to an existing arch bridge which spans Tyler Run, located approximately 50 feet northeast of the PennDOT bridge. The issue with using the arch bridge, the land is owned by the electrical utility, and we would need approval to use their bridge.

In addition, the bridge would need to be structurally inspected to ensure it can handle the weight of a 24-inch sewer pipe full of water. There will need to be several agreement put into place such as with the utility company and an access agreement with the private property owner next to the bridge. PennDOT is planning to bid their project in March 2023 so action on the sewer pipe project will need to start soon and there will be future actions for the Authority. The Authority would be responsible for the cost of the betterment from an 18-inch to a 24-inch sewer pipe.

- **Intermunicipal Billings** – The 2<sup>nd</sup> quarter intermunicipal billing was completed.
- **Active Development Construction** – York Healthcare sewer main mandrel and air testing was completed. All manholes except two have passed the vacuum testing. Hudson Ridge construction is continuing. The sanitary sewer construction has been finished along Avon Drive and has been pressure and mandrel tested. Vacuum testing on the manholes will be performed after Avon Drive is paved. The next sanitary construction will be along Bradford Drive. Bridgewater Project 2 construction is continuing. Sanitary sewer construction has been progressing on both Woodspring Drive and Alpertown Drive.
- **Recent Development Reviews** – 2841 East Prospect Road there is a subdivision to create 3 lots. The developer proposes to construct a fast-food restaurant on one lot, a five-story multi-family dwelling on the second lot and a convenience store-gas station on the third lot. Splash Supply Company has a project at 1941 Powder Mill Road. The proposed project includes demolition of a residential home and construction of a 4,200 square foot retail store-greenhouse. Yost Subdivision is proposing a 45-lot residential development south of Novalight Drive.

Treasurers Report – Gretchen Tome:

Josie Dick made a motion, which was seconded by Jamie Reid, to approve authority member payments and one invoice. All were in favor and the motion passed. Checks were signed and issued to all five authority members and an invoice was paid for Gannett Fleming.

Adjournment:

Karen Atkinson adjourned the Water and Sewer Authority meeting at 7:25pm.

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Gretchen Tome  
Secretary / Treasurer