

**DALLASTOWN-YOE WATER AUTHORITY
175 E. BROAD STREET
DALLASTOWN, PA 17313
AUGUST 12, 2013 – 6:00 PM
MEETING MINUTES**

CALL TO ORDER

The August 12th meeting, which was a continuation of the July 10th meeting, of the Dallastown-Yoe Water Authority was called to order by Chairman, Arthur Wertz, followed by the pledge of allegiance.

MEMBERS PRESENT

Arthur Wertz
Patricia Myers
Steve Malesker
Tana Bentzel (arrived late)
Pat Callahan

ALSO PRESENT

Connie Stokes – Borough Manager
David Jones – Stock & Leader - Solicitor
Dennis Sarpen – Holley & Assoc. - Engineer
Joe Joines - Maintenance

APPROVAL OF 7/10/13 MEETING MINUTES

Motion: Ms. Myers moved and was seconded by Mr. Callahan to approve the 7/10/13 meeting minutes as presented.

Motion carried 4-0

VISITORS – None present

ENGINEER'S REPORT

- Nothing new with the tapping fee.
- Mr. Sarpen received a revised water line drawing for Wyndridge Farm on S. Pleasant Avenue. Authorization is needed to apply for the Penn DOT permit, but Mr.Sarpen still has some issues with the proposed location of the water line. Some suggestions for changes will be made by Mr. Sarpen to the site designer. Attorney Jones suggested that the authorization for the PennDOT permit not be signed until the suggested changes are made.

Motion: Mr. Malesker moved and was seconded by Ms. Myers to approve the signature form for authorization for the PennDOT permit, contingent upon changes being made pursuant to Mr. Sarpen's letter of comments/changes.

Motion carried 4-0.

- Mr. Sarpen also gave an update on the control valves. Joe Joines dug out the existing water line near Eric Immel's property. A photo was distributed to all Authority members showing the location of the existing water line which sits about 4.5 feet from the corner of the garage. The depth is good. The vault will be pushed away from the driveway. Mr. Sarpen emailed Monarch, asking for the thickness of the vault wall, floor & lid because it will have to stay down about a ½" to 1" below the existing pavement line due to snow in the winter. He also had a picture of the valve which was passed around to the Authority members. A call was made to the valve company concerning all the things that are a part of the valve (items for control of the valve, metering the valve, etc.) and was told that all the controls could be placed on one side of the valve. That way one side of the valve can be within 12" of the wall on the

roomier side of the vault. A price of \$8500.00 was received from Monarch for each vault & installation of the valve in the vault. The valves come already piped up with everything on them, ready to be installed in the vaults. The valve on Broad Street will be centered horizontally, but not vertically. The valve on Fern at Immel's will not be centered at all.

The PennDOT permit for the water line across Broad Street expires this month and a 1 year extension was applied for. Mr. Sarpen will see that the Authority gets a copy upon receipt.

SOLICITOR'S REPORT

- A letter was received from James Glunt, 2940 Ashgrove Lane, after shut off notices were sent out & his water was shut off. The letter was concerning not giving proper notice before shutting the water off. Per Attorney Jones, 10 days prior to the actual water shut off a notice must be physically posted at the property plus another notice mailed under the Water Services Act. There was a concern with the Authority due to the large amount (between 800 & 900) of water shut offs that are sent out. Other municipalities charge a fee for posting and mailing the shut off notices which are charged to the individual accounts. New Freedom pays the police to post the notices. The Authority discussed adopting a new fee schedule for shut off notices. York Water charges for posting the notice, shutting off the water & turning on the water (approx. \$90.00 to \$100.00 total). A notice will need to be sent concerning the new policy, fee schedule and start date. Action should be taken at the next DYWA meeting. The new policy information should also be posted on the website and in Dallastown's & York Township's Newsletters.

MANAGER'S REPORT

- DYWA is still waiting for the CDBG money for the E. Howard Street Project. Mr. Malesker spoke with Joianne from York County Planning and she suggested that the funding be switched. Since the Borough has already received their portion and Water has not, but Water needs to be started first, just switch the funds to allow Water to start.

Motion: Mr. Malesker moved and was seconded by Ms. Myers to switch the CDBG funding, contingent on the Borough doing the same, and authorize the notice to proceed to be signed.

Motion carried 5-0.

The milling and paving won't be done until next spring.

- Tank Level Report
- Master Meter Reads
- Maintenance Log
- Tank Washout Inspection Report

OTHER BUSINESS TO COME BEFORE THE AUTHORITY

- An invitation was received from Red Lion Municipal Authority for their 11th Annual Watershed Weekend Event on September 28th & 29th. On the 28th from 9:00 am to 2:00 pm, they will transport visitors to the construction site of the new filter plant.

APPROVAL OF BILLS

Motion: Ms. Myers moved and was seconded by Mr. Malesker to approve the payment of bills as presented.

Motion carried 5-0.

APPROVAL OF FINANCIAL STATEMENTS

Motion: Ms. Myers moved and was seconded by Mr. Malesker to approve the financial statements as presented.

Motion carried 5-0.

ADJOURNMENT

Motion: Mr. Malesker moved and was seconded by Ms. Bentzel to adjourn the meeting.

Motion carried 5-0. 6:46 PM

Respectfully Submitted,

Susan A. Wertz