

Weaverland Valley Authority

Meeting Minutes

July 9, 2018

The Board of the Weaverland Valley Authority (“Authority”) met at the East Earl Township building 4610 Division Hwy, East Earl, Lancaster County, Pennsylvania on May 14, 2018. Chairman Ken Witmer called the meeting to order at 6:30 p.m.

The following Board members were present: Ken Witmer, Harold Kilhefner, Scot Ash, Eugene Pierce, Randy Miller, Jason Firestine & Scott Marburger. Also present were Gary Martin, Becker Engineering; Bruce Crabb, Operations Supervisor & Denise Bensing, Administrator.

MINUTES: A motion was made by Jason Firestine, seconded by Randy Miller, that the minutes of the June 11, 2018 meeting be approved as submitted. The motion carried unanimously.

PUBLIC COMMENT:

Ezra Martin (ROFM) 114 Rancks Church Rd.: Mr. Martin explained that the building is being renovated and will have 50 boarding rooms, a store, and a coffee shop (requires 22 EDUs of capacity). It is expected that initially, 20 rooms will be occupied with 35 expected to be occupied within 6 months. Mr. Martin is requesting that his clients not be required to purchase all the capacity up front or possibly allowing the capacity to be based on consumption. It was noted that basing the capacity on flow is not against the Authority Rules and Regulations. If the measured flow after the building is occupied is higher than the purchased capacity, they would be required to purchase more capacity. Meter readings need to be taken daily by the property owner and supplied to the Authority by the 5th day of the following month to justify the purchased capacity. The board would require an automated recording meter with remote monitoring access be installed. Jason asked if the Authority required calibration of the meters. Gary explained that meters utilized for commercial use verification are required to be calibrated quarterly and the calibration reports must be submitted to the Authority. Gene Pierce made a motion that Revelations of Freedom Ministries be required to have a minimum of 16 EDU’s of water and sewer capacity for initial occupancy with automated water meter reading equipment and if they exceed this capacity they may be required to purchase additional capacity, seconded by Randy Miller. Motion carried unanimously.

Ron Fink (Fire Line) 307 Twin Springs Court – Mr. Fink explained that they are proposing to use a grit interceptor and sampling manhole cast with the additive Xypex instead of the Authority standard of an exterior bitumastic coating. Gary noted that he would have no issue with allowing the variation from the standard specifications. Scott Marburger made a motion to allow Xypex or approved equal waterproofing additives to the standard specifications, seconded by Scot Ash. Motion carried unanimously.

Gary also reported that the water meter vault being proposed will have two water meters inside and it should be noted that should the vault flood, the property owner would be responsible for any damage to the equipment. Mr. Fink recognized their responsibility for any damaged equipment.

Mr. Fink questioned the requirement for a traffic rated tank and lid for the grease interceptor. He explained that the tank is in the grass not in a traffic area. Tom Schaller (Hoover Buildings) explained that they proposed a tank with 3” walls, 3” base and 4” lid but have been told the requirement is a tank with 6” walls, 6” base and 8” lid. Gary explained that this requirement has been part of the standard specs for years and that typically a grease/grit interceptor is located in an area that allows a truck to back up to it so that it can be pumped out. Gary felt that the proposed tank could be allowed if it is protected with bollards. Gene Pierce made a motion to allow the non-typical thickness of the grease/grit interceptor with the appropriate bollards installed, seconded by Harold Kilhefner. Motion carried unanimously.

Daryl Peck (Concord Public Financial Advisors) – Mr. Peck noted that he has had many discussions with Jeff Sweater regarding the schedule of the project. In an email sent from Jeff, he implied that due to the delays in USDA reviewing plans, the Authority may not be able to make the schedule to award the bids in January 2019. There was

discussion regarding other long-term bank financing. Mr. Peck reminded the board that although there are other financing options, USDA allows 40-year financing and grant opportunities. The board's concern was meeting the deadlines of the consent order and how long can the Authority wait before looking at alternative financing. Mr. Peck recommended continuing on the USDA path until the Authority cannot wait any longer. Gene asked Mr. Peck what is involved in a bond issue. Mr. Peck explained that a prospectus would need to be prepared for a bond issue. If the Authority decides to pursue a bond issue, a bridge loan would not be needed. Daryl noted a typical rate on a bond would be in the low 4% and the money is received up front. It was noted that bonds do not allow for prepayment.

Daryl suggested waiting to see where the Authority stands with USDA in the next 60 days. The first \$10 million loan could still be settled on before the end of 2018 and the second borrowing could be in March or April. Gene asked if there is interim financing, should the Authority pay off the LOC with Fulton Bank. Mr. Peck felt that the LOC should be left in place until it is ready to expire or renewed because it is a good rate and the fund would be available if the Authority would need it. The board asked Mr. Peck to attend the September meeting.

CORRESPONDENCE:

1. M. J. Reider lab reports (Shady Maple) June – Gary noted there will be a small surcharge for June due to high phosphorus.
2. Cawley Environmental/Goodville Treatment Plant: May 2018. Gary noted that the flows are back to normal.
3. Becker Engineering – Preliminary/Final Plan review for Fire Line Properties.
4. Impact Engineering (Ezra Beiler) – Land Development plan for EH Beiler. Gary noted that EH Beiler is proposing to add another building which is proposed over the sewer easement. The grinder pump can be relocated. They need to be informed that the building cannot be placed over top of the easement.
5. PA DEP (Draft NPDES Permit for WVA WWTP)
6. Blakinger Thomas – Satisfaction of 3 of 6 liens for 1323 Edgewood Dr. Denise reported that payment has been received for the remaining liens.
7. Becker Engineering for ETSA– 2018 flow projections and a \$72,887 credit due for 2017.
8. East Earl Township – Notification from the zoning officer that there is a vacation rental at 314 Deerfield Dr.
9. Diehm and Sons (Petra Church) – Capacity request for 3 sewer EDU's. Jason Firestine made a motion to grant 3 sewer EDU's, seconded by Gene Pierce. Motion carried unanimously.
10. Lancaster County Conservation District – Notification of Withdrawal of Application.

ADMINISTRATIVE REPORT:

Denise distributed W-9's to the board members so that 1099's can be issued at year end. Denise also reported that she and a couple of board members met with Tracey Rash from Maher Duessel on June 12th to review the audit reports. Denise reported that the Authority received an Unqualified Opinion which is the highest clean audit rating an authority can receive. Some internal control issues were noted; which is normal for an office with few employees. To address one issue, Scot Ash has been set up to view cancelled checks online.

Denise also reported to the board that the Authority was invited to participate at a Community Outreach event which will be held by the Township on Tuesday, Oct. 30, 2018 at 6:00 p.m. This would be a good opportunity to communicate with the public in an informal environment. Denise offered to attend and recommended an engineer and a board member or 2. The board agreed to participate and requested that Denise invite Jeff Sweater to attend. Ken and Scot also offered to attend.

FINANCIAL REPORT:

Denise first reported a correction to the June financial report. Under other income on the water Business Account, it was noted that \$1,821.07 was received from EDL (Granger). The money was actually received from Morgan Keller (BBT).

The Financial report was read with \$54,778.59 in bills for approval for the water fund and \$145,648.60 in bills for approval for sewer.

Water & Sewer Collection Fund	\$2,624.59
Business Checking Water Fund - ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$796,075.00

A motion was made by Gene Pierce to approve the water financial report and pay the bills, seconded by Jason Firestine. Motion carried unanimously.

Construction Account – ETSA Upgrades	\$984.99
FDIC Insured Sweep Account - Sewer	\$3,822,328.61
Business Checking Sewer Fund - ENB	\$250,000.00
Business Checking – Fulton Bank	\$260.46
Fulton Bank Loan Balance	\$937,910.00

A motion was made by Gene Pierce to approve the sewer financial report and pay the bills, seconded by Scott Marburger. Motion carried unanimously.

A payment request of \$53,981.57 was received from Earl Township Sewer Authority for costs involved in the WWTP upgrades. A motion was made by Gene Pierce to transfer \$53,981.57 from the loan account to the construction account and send a check to Earl Township, seconded by Jason Firestine. Motion carried unanimously.

ENGINEERS’ REPORT:

Sewer:

ETSA WWTP Upgrades: The project is approaching final completion. The paving was started and is expected to be finished on the 11th.

Timberline Estates – Easement matters and Record Plan verifications are still being addressed.

Water:

SRBC/DEP Aquifer Test Plan: The aquifer test was completed and all went very well. The test rate was 145 gpm/209,000 gpd. Becker will look to permitting it at this volume. The well passed the dry season micro-particulate analysis. This means the water will most likely not need to be filtered. The next steps will be to complete a geology report for SRBC and obtain docket approval. Jeff Bologa is hoping to get on the SRBC October meeting agenda. After docket approval is received, the Public Water Supply application can be completed for PADEP. After the Public Water Supply application is approved, the necessary upgrades can be made.

Transfer of Public Water Supply Permits (DEP) – The Application for Transfer of a Public Water Supply Permit will need to be completed and signed by a board member and notarized. Scot Ash made a motion to authorize the chairman to sign the Transfer of Public Water Supply Permit between meetings, seconded by Scott Marburger. Motion carried unanimously. Gary also reported that they have been notified by DEP that there are outstanding compliance issues with Terre Hill that would prevent transferring the permits without the new owner accepting those responsibilities. Becker is working with DEP to understand those compliance issues.

New WWTP - It was also noted that Jeff submitted a review to the board. Gary also reported that he and Jeff have been in communication regarding time for a constructability review to be completed.

SOLICITOR'S REPORT:

It was noted that Frank did not have a report. Brad distributed a report to the board.

OPERATIONS REPORT:

Bruce reported that Mike Boley started July 2nd. The additional help has been great. Tom McGarvey will hopefully start by the end of the month. Bruce explained that Tom has some contracted work to finish.

Bruce also reported that the truck that was ordered is not expected to be built until the end of July.

Well #3 in Terre Hill has been put back in service. Bruce showed a sample of the deposition in the pipes and explained that all the piping has been replaced. The well is back to pumping approximately 90,000/day. Bruce suggested changing the pumps at all the Terre Hill wells when the SRBC work is done. Scott Marburger pointed out that thanks to the operations staff trouble shooting, there was a savings of \$12,000 for the repairs at Well #3.

Bruce explained that Well #6 in Terre Hill now has a problem with the check valve.

NEW BUSINESS:

The board discussed requesting Jeff Sweater to attend the August meeting. Jason Firestine made a motion to request Jeff Sweater to attend the August meeting, seconded by Harold Kilhefner. Motion carried unanimously.

Harold Kilhefner moved to adjourn the meeting to an executive session at 9:49 p.m., seconded by Scot Ash. The next meeting will be held on August 13, 2018, beginning at 6:30 p.m.

Respectfully submitted,

Denise A. Bensing

Cc: Scot Ash
Harold Kilhefner
Scott Marburger
Randy Miller
L. Eugene Pierce
Kenneth Witmer
Jason Firestine
Thomas McDermott
Bradford J. Harris, Attorney
East Earl Township
Terre Hill Borough
Robert Rissler
Jeff Sweater, Consulting Engineer
Gary Martin, Becker Engineering
Frank Mincarelli, Blakinger Thomas
John Stoltzfus