

Weaverland Valley Authority

Meeting Minutes

September 10, 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 September 10, 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, and Thomas McDermott. Also present were Gary Martin, Becker Engineering; Jeff Sweater, ELA Group; Bruce Crabb, Operations Supervisor, Denise Bensing, Administrator and Daryl Peck, Concord Public Financial.

MINUTES: A motion was made by Tom McDermott, seconded by Harold Kilhefner, that the minutes of the August 13, 2018 meeting be approved as submitted. The motion carried unanimously.

BUILDING ADDITION BIDS:

A Bid Tabulation was distributed:

Excavation: Fivepointville Excavating - \$15,800.00

General Contractors: AMRIC Construction \$68,070.00 (\$69,818.00 with flooring)

A. K. Petersheim Builders LLC - \$72,500 (includes flooring)

Dolan Construction, Inc. - \$110,410

BSS Contractors, LLC - \$349,000

Mechanical: A.K. Petersheim Builders LLC - \$9,163

Electrical: A.K. Petersheim Builders LLC - \$5,990

The board discussed that even the total of the lowest bidders is almost double what the project was expected to cost. Gene asked if a modular building was discussed that would be connected to the building. It was noted that a modular was discussed but was not explored further. The Authority was planning on doing the excavation in-house. Scott noted that it may take 2 weeks if there is a lot of rock. There may also be a sewer line that will need to be moved. There was discussion about the possibility of doing the electrical work in-house also. The only concern was holding the project up if the Authority employees would be called out for an emergency. There was discussion about rejecting all bids and rebidding. Tom McDermott made a motion to table a decision until the solicitor can be consulted, seconded by Harold Kilhefner. Motion carried unanimously.

CONCORD PUBLIC FINANCIAL (Daryl Peck):

Mr. Peck recommended that the board move forward with the first \$10 million RFP to close before the end of the year. He explained that it takes 60-90 days to close on financing. Another reason to send out an RFP would be to find out if the banks will require a guarantee from the municipalities. Jeff gave an update on the USDA application noting that the Environmental Assessment has been submitted. After the Environmental Assessment is approved by USDA, it will be made available at the Authority office for public review. Public notice and a public comment period will also be required after approval. A letter from USDA could be received by the end of November. The second RFP would dovetail with when the bids would be accepted. Gene Pierce made a motion to move forward with the first \$10 million financing with Concord Public Finance and sign the agreement, seconded by Scot Ash. In favor, Jason Firestine, Gene Pierce, Scott Marburger, Ken Witmer, Randy Miller, Scot Ash, Harold Kilhefner. Opposed Tom McDermott.

CORRESPONDENCE:

1. M. J. Reider lab reports (Shady Maple) August. Gary noted that there will be a small surcharge for phosphorus.
2. Cawley Environmental/Goodville Treatment Plant: July 2018. The plant operated normally and there were no noted permit violations and not noted PA-DEP inspections.
3. L.A.B.S.: Bacteriologic sample for Fire Line. The charges for this test will be billed to Fire Line.

4. Becker Engineering – Plan review #2 for EH Beiler – The technical review of the lateral relocation and easement requirements is complete and the lateral relocation is approved as depicted.
5. PA DEP – Notice of violation. It was noted that the lab sent the report to DEP with the wrong location listed. The correction was made but not until after the 10th when reports are due. Bruce has verified with DEP that the violation has been correct.
6. Blakinger Thomas – Lien filed for unpaid water and sewer fees for 211 Main St., Terre Hill and 213 Main St., Terre Hill.
7. Lancaster County Conservation District – NPDES storm water permit accepted for completeness.
8. Barton & Loguidice – Notification that the project for Energy Developments Honey Brook is not moving forward. The request is to terminate the reservation of one (1) EDU of water capacity. The authority can accept the return of capacity but the Rules and Regulations do not allow for a refund. Gene Pierce made a motion to accept the return of the EDU without refund, seconded by Scott Marburger. Motion carried unanimously.

ADMINISTRATIVE REPORT:

Denise contacted numerous municipalities to find out how Airbnbs are handled in regards to water and sewer capacity. Harold also discussed with the Day-to-Day committee how Terre Hill Borough is addressing them through the zoning ordinance. It appears that most authorities feel that airbnbs have little effect on water and sewer and do not require additional capacity. Harold explained that the committee felt they didn't want to be an obstacle to property owners who want to offer a room for short-term rentals. Harold Kilhefner made a motion to allow a homeowner who wishes to offer a single short term (not to exceed 2 consecutive weeks) rental unit in a single family dwelling that is owner occupied will not be charged for an additional EDU or fraction thereof, seconded by Randy Miller. Motion carried unanimously. This policy will be added to the Authority's Rules and Regulations.

Denise requested those board members who have not yet returned their W-9's to her to please do so.

Denise will begin preparing the budgets in the next couple of weeks and asked if the board would like to keep the committee members the same or appoint new members. Gene and Scot agreed to serve again. Gene will not be able to attend until Nov. 1st. Denise will contact board members in the near future regarding a date for the first meeting.

Denise reported that sewage backed up into the basement at 407 Fairview St. This happened because the Authority grinder pump failed and the dialer failed to call out. An invoice was received from Servpro in the amount of \$1,682.57. Denise notified the insurance company and Bruce spoke to them regarding the details. The board feels the bill should be paid now even if it is paid by insurance in the end. Tom McDermott made a motion to pay the bill from Servpro, seconded by Gene Pierce. Motion carried unanimously.

FINANCIAL REPORT:

The Financial report was read with \$44,226.20 in bills for approval for the water fund and \$115,056.00 in bills for approval for sewer.

Water & Sewer Collection Fund	\$4,917.84
Business Checking Water Fund - ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$796,440.96
Construction Account – ETSA Upgrades	\$984.99
FDIC Insured Sweep Account - Sewer	\$3,786,476.62
Business Checking Sewer Fund - ENB	\$250,000.00
Business Checking – Fulton Bank	\$256.46
Fulton Bank Loan Balance	\$937,910.00

A motion was made by Jason Firestine to approve the sewer financial report and pay the bills, seconded by Randy Miller. Motion carried unanimously.

A payment request of \$150,384.88 was received from Earl Township Sewer Authority for costs involved in the WWTP upgrades. A motion was made by Tom McDermott to transfer \$150,384.88 from the loan account to the construction account and send a check to Earl Township, seconded by Harold Kilhefner. Motion carried unanimously.

ENGINEERS' REPORT:

Gary Martin

Sewer:

ETSA WWTP Upgrades: Only a few punch items remain to be completed such as final restoration which will be scheduled as weather permits.

Fire Line: All completed and tested except the sampling manhole which is not on site yet.

Keystone Custom Decks – Shop drawing process is complete. Waiting on delivery and installation of grinder pump unit.

Transfer GIC NPDES permit to owner: Per request from ELA, this is in process.

Transfer Terre Hill WWTP NPDES permit to WVA – The paperwork has been submitted to DEP and we are awaiting a response from DEP. It was noted that the permit number will not change.

East Earl LLC Development: There has been rumor that this property is for sale and is being rezoned to light industrial. Gary noted with this change and the water reassessment, this property would be able to be served water by the Authority.

Water:

SRBC/DEP Aquifer Test Plan: Working on the aquifer test analysis and geology report for the SRBC. Also working on the surface water risk assessment for DEP. All indications are that this is not a surface water impacted source.

Transfer of Public Water Supply Permits (DEP) – Waiting on regulatory response. Still waiting on response regarding DEP's comment that there are outstanding compliance issues with Terre Hill.

Fire Line - Water lines and meter vault are in, tested and passed disinfection. Touch pads still need to be added.

Twin Springs Connection to PA Route 23 – Continuing to work towards the required design and documentation. Also addressing conflicts with a proposed UGI gas main extension in the same area.

Specifications/Policies – The spec details have been updated and are in final operator review.

Jeff Sweater

WWTP Project – The construction documents will be available to Becker Engineering by the end of the month. Gene asked how long it will take Becker Engineering to review the plan. ELA obtained geotechnical boring prices and estimates a total cost of \$12,700. The board agreed that it would be a good idea to do the borings to have a better idea of how much rock they are looking at. Gene Pierce made a motion to spend the \$12,700 for the geological boring, seconded by Scott Marburger. Motion carried unanimously. Jeff noted that the bids may go out in December.

SOLICITOR'S REPORT:

Frank reported via email to Denise that he is proceeding with developing a draft tapping fee resolution. He hopes to complete it and circulate it to the board members for review by the end of the week. Frank also reported that he sent out a series of 30 and 10 day intent to lien notices. Liens will be filed at the end of the notice period if still not paid.

OPERATIONS REPORT:

Bruce reported that there was a sanitary sewer overflow at the Terre Hill WWTP and Cedar Lane pump station. Both overflows were due to 4" of rain in a few hours. Sewage also backed up in to a home owner's basement on Linden St. due to an Authority grinder pump and dialer malfunction. Bruce advised the home owner to have it professionally cleaned. The bill was received from Servpro and the insurance company has been contacted. The board directed Denise to pay the bill to Servpro instead of waiting for insurance to pay the bill.

Bruce updated the board on the bad check valve at Well 6. Bruce distributed a quote from Kohl Bros. in the amount of \$31,220. This quote includes replacing the pump and motor because in order to replace the failed check valve the pump and motor need to be pulled. Bruce recommends replacing all if they have to be pull the pump anyway. Scot mentioned that the Day-to-Day committee discussed adding a check valve to stop the soda ash and chlorine from being pulled into the well. Adding this check valve instead of replacing the failed check valve would cost less. Bruce explained that adding the additional check valve would work but it would create an issue of creating an air gap. The parts needed are through Costars and the labor charges are below the bidding threshold. The labor to install a submersible level sensor is included but the actual part is not included in the quote. Gene felt that based on the age of the equipment that this work should be done and anything else would

just be a band aid. Gene Pierce made a motion to address the immediate over chlorination problem to add a check valve now and budget for the complete repair in 2019, seconded by Jason Firestine. Motion carried unanimously.

Bruce also distributed information on work that has been done and work that still needs to be completed at the pump stations.

DAY-TO-DAY COMMITTEE:

Harold reported that the committee discussed the grinder pump questions included in Jeff's report in August. The committee felt that the questions were already addressed in the Rules and Regulations. Jeff explained that he also wanted to know if the board's intentions were to pay for the grinder pumps for commercial properties. Some of which may require duplex systems. After some discussion, the board felt that given that commercial properties may also be required to pay for more than one EDU that the Authority should also pay for the commercial grinder systems. The board decided to table a decision and asked Jeff to refine what is needed. Jeff received a list of the properties that will be connecting and he will request an updated list from Connie so that the Day-to-Day Committee can discuss the impact.

Ken Witmer made a motion to move to an executive session at 9:25 to discuss real estate acquisitions and transfers.

Scot Ash made a motion to adjourn out of executive session at 9:42, seconded by Randy Miller. Motion carried unanimously.

The board reconvened to open meeting. Randy Miller made a motion for Ken and Harold to sign documents on the current in progress land agreements, seconded by Scot Ash. Motion carried unanimously.

Having no further business, Randy Miller moved to adjourn the meeting at 9:50 p.m., seconded by Scot Ash. The next meeting will be held on October 8, 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