

Weaverland Valley Authority

Meeting Minutes

February 11, 2019

The Board of the Weaverland Valley Authority (“Authority”) met at the East Earl Township building 4610 Division Hwy, East Earl, Lancaster County, Pennsylvania on February 11, 2019. 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, Jason Firestine, Scott Marburger (arrived late), Gene Pierce, Randy Miller, and Thomas McDermott. Also present were Frank Mincarelli, Solicitor; Gary Martin, Becker Engineering; Jeff Sweater, ELA; Bruce Crabb, Operations Supervisor; and Denise Bensing, Administrator.

MINUTES: A motion was made by Scot Ash, seconded by Jason Firestine, that the minutes of the January 14, 2019 meeting be approved as submitted. The motion carried unanimously.

CORRESPONDENCE:

1. M. J. Reider lab reports (Shady Maple) January. Gary noted that there will be no surcharge for January.
2. Cawley Environmental/Goodville Treatment Plant: December 2018. It was noted that there was a permit violation for minimum pH from an unknown source. It was also noted that flows have increased significantly. A camera was installed and the increased flows have abated.
3. PA DEP - Approval letter for all proposed work within streams and wetlands.
4. East Earl Township – Tom McDermott was appointed to a 5-year term on the Authority board.
5. Blakinger Thomas Law Firm – 30-day Intent to Lien Notice for 40 Granite Dr.
6. Blakinger Thomas Law Firm – Lien Satisfied for 696 Overly’s Grove Rd.

ADMINISTRATIVE REPORT:

Denise reported that the original split system that was proposed for the office addition did not include backup heat. The backup heat that was proposed was electric baseboard heaters. In order to avoid electric baseboard heaters, a hyper system which includes a backup heat source is being proposed for an additional \$1,935.45. Gene Pierce made a motion to approve the change order for the hyper system at an additional cost of \$1,935.45, seconded by Randy Miller. Motion carried unanimously.

Denise also reported Martin’s Trailside, where the Authority currently has fuel cards, is being sold and the current cards will only be valid until March 31st. The word is that Turkey Hill will be the new owner and according to the Turkey Hill Website, they do accept fleet cards. Not knowing when the new owner will be up and running, Denise recommended getting fleet cards from Yoder’s Fuel and then after the new owner is up and running the Authority could get fleet cards from the new owner. Gene Pierce made a motion to obtain fleet cards from Yoder’s, seconded by Scot Ash. Motion carried unanimously.

FINANCIAL REPORT:

The Financial report was read with \$138,338.30 (Sewer \$77,817.19 Water \$60,521.11) in bills for approval.

Water & Sewer Collection Fund	\$67,840.37
Business Checking Water Fund - ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$710,033.11
Construction Account – ETSA Upgrades	\$984.99

FDIC Insured Sweep Account - Sewer	\$2,663,291.96
Business Checking Sewer Fund - ENB	\$250,000.00
Business Checking – Fulton Bank	\$246.46
FDIC Insured Sweep Account – Fulton	1,002,353.30
Joint WWTP Business Checking – Fulton Bank	2,500.00
Fulton Bank Loan Balance	\$987,910.00

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

A payment request of \$1,739.97 was received from Earl Township Sewer Authority for costs involved in the WWTP upgrades. A motion was made by Tom McDermott to transfer \$1,739.97 from the loan account to the construction account and send a check to Earl Township, seconded by Jason Firestine. Motion carried unanimously.

ENGINEERS’ REPORT:

Jeff Sweater

Regional WWTP: The revised draft NPDES permit has been finalized and should arrive in the mail soon. The draft permit will be published on 2/16/19 in the PA Bulletin for the 30-day public comment period. Assuming there are no comments, ELA is looking for the permit to be issued 4/1/19.

Jeff asked the board if ELA should prepare exhibits for each lot and send them to the property owners along with a survey for their existing uses. Jeff said he is concerned about grinder pumps being placed in a location that would require the homeowner to have to pump to the grinder pump. Gary noted with the 500-600 grinder pumps that the Authority already owns, this has never been an issue. Gary does feel that trying to nail down an exact location at this point could be an issue. Gary recommended that the bid state an average of 120 feet of lateral per property for the placement of the grinder pump. Gene feels there is a benefit in communicating with people who need to connect. Denise said the Authority office can send this information to the property owners at the appropriate time. Tom also felt surveying the property owners who will need to connect is a good idea. The board felt that sometime after bidding would be an appropriate time for these communications to be sent.

The Fairview Ave. pump station needs design upgrades to the internal plumbing. Jeff asked the board if this should be incorporated into the project or if it should be a separate project. Tom McDermott made a motion to make it an alternate part in the bid for the WWTP project, seconded by Gene Pierce. Motion carried unanimously.

Land Development Planning: The Water Obstruction and Encroachment General Permits were all approved by DEP. Approval of the PAG-2 NPDES Stormwater Management Permits is anticipated to be coming very soon.

Highway Occupancy Permit (HOP): -The HOP’s are moving forward. Penn DOT wants detour plans for all gravity sewer pipe runs. ELA didn’t include preparation of detour plans within the original scope of services. In order to use the Township roads for the detour, a request would need to be made to the Township. Gene Pierce made a motion to petition the use of the Township roads for the detour, seconded by Scot Ash. Motion carried. Scott Marburger abstained. Tom McDermott made a motion to approve the additional cost of \$6,000 to prepare the detour plans, specialty signs, coordinate with the Township and respond to PennDOT comments, seconded by Randy Miller. Motion carried unanimously.

Construction Documents/Bidding: Borings have been completed except for at the WWTP.

USDA Funding: Jeff is still trying to acquire the Terre Hill Borough/Authority audits for 2016 & 2017, as well as a balance sheet for 2019 prior to the assets being transferred.

Assuming there isn’t another government shutdown, USDA has indicated that they would consider the WVA application as part of their April pooling period for funding. ELA would then expect to bid the project in the early summer and receive the bids in mid-summer.

USDA reviewed the Environmental Report and found no significant impacts would be caused to the environment as a result of the project. The Authority must now publish the attached Finding of No Significant Impacts Notice in the newspaper. This notice will only need to run one time. Gene Pierce made a motion for the Authority to cut a check for \$800-\$900 to run the notice in the newspaper, seconded by Harold Kilhefner. Motion carried unanimously.

Gary Martin

Sewer:

Twin Springs Sewer Maintenance Guarantee: The deficiencies noted in the inspection letter have not been correct. Leon is investigating. The maintenance guarantee expired.

Timberline Estates: Becker is still working with the consultant to address the pre-dedication issues. Additional televising was scheduled for Feb. 1, 2019.

Chapter 94 Reports: The New Holland Borough report will be submitted this week. The signature page needs signed by the chairman. Gene Pierce made a motion to authorize the chairman of the WVA to sign the Chapter 94 Report for New Holland Borough, seconded by Scot Ash. Motion carried unanimously.

Cheltenham Dedication Status: The roads have been dedicated. Now the question is who owns the lines in the street. Frank will research the cost to condemn the facilities.

Water:

SRBC/DEP Permitting and Compliance Matters:

SRBC registrations have been completed and submitted for all WVA, Blue Ball system wells. Because these wells recently went through the SRBC “grandfathered source” registration, the SRBC agreed to waive the \$1,000 registration fee.

The Groundwater Elevation and Metering plans have been completed and submitted for the Terre Hill System.

Public Notification was completed for the SRBC well No. 4 groundwater withdrawal application. Except that Jeff (Bologa) just found out today that notification must also be sent to the Lancaster County Commissioners. This notification will be sent tomorrow.

The lead and copper feasibility study is moving forward. The public water supply permit for the Terre Hill wells will need to be amended to include the new treatment processes prior to making the necessary upgrades.

Twin Springs Water Maintenance Guarantee

This guarantee will expire on May 20, 2019. The facilities should be inspected prior to this date.

SOLICITOR’S REPORT:

Frank reported that the Sevilla Easement Encroachment Agreement has been completed. Denise reported that the agreement she reviewed was what was discussed. Frank will send the agreement to the Sevillas to be signed.

Letters were sent to the 9 property owners along Red Run and Wide Hollow roads informing them of the grinder pump inspections. One of the property owners contacted the Authority and explained that he has no job and no money. What options does he have? Frank explained that there have been situations when an Authority will pay to connect the property then place a lien on the property for the costs incurred. Jeff (Sweater) also explained that USDA has grants and loan options available.

Frank received a more realistic timeline for the Consent Order and Agreement deadlines and will contact DEP counsel tomorrow. Frank will also recommend the lowest penalty which is \$50.00. The statute says the fine can be anywhere from \$50-\$5,000. Frank feels the Authority has some leverage because the feasibility study has already been started.

Special Counsel Report – Brad provided two resolutions for the acquisition of property. Tom McDermott made a motion to sign Resolution 2019-04 as written and presented to acquire the Hahn Property, seconded by Randy Miller. Motion carried unanimously. Tom McDermott made a motion to sign Resolution 2019-05 as written and presented to acquire the Dependability Property, seconded by Jason Firestine. Motion carried unanimously. Frank requested to be notified when settlement is schedule for the Frogtown Rd. pump station property.

OPERATIONS REPORT:

Bruce received an updated quote for mowing from Curtis Frey that includes the Terre Hill properties. Bruce’s only concern is that Mr. Frey also has a full-time job and it is a lot of mowing. Bruce will obtain at least one other quote.

The meter was replaced at Terre Hill Well 1. This well has been shut down because a few months ago some of the windows to the building were broken.

Bruce reported that automation of the Terre Hill wells has been completed. Now that the wells are automated, Bruce will know how the wells are responding to the demand.

There were 18 callouts for grinder pumps this month. When asked how many are during normal working hours, Bruce noted that out of the 18 this month, most were during normal working hours.

Bruce requested approval for him and Mike to attend the PRWA conference in March. The cost for the conference is \$325.00 per person and approximately \$500.00 for hotel accommodations. Gene Pierce made a motion to pay the expenses for Bruce and Mike to attend the PRWA conference, seconded by Scott Marburger. Motion carried unanimously.

Scott Marburger also reported that the operators have been working hard this past week to get the electrical work done in the office addition.

DAY-TO-DAY COMMITTEE:

Harold reported that the committee discussed lettering on the Authority vehicles and would recommend authorizing Bruce to proceed with lettering the vehicles. The board agreed.

Harold reported that the committee also discussed the connection of the Wide Hollow School. Harold noted that it is important that the Authority and the Township be on the same page regarding the connection requirements. Harold also reported that he spoke to Mr. Leed with the school and advised him to discuss their options with their attorney.

UNFINISHED BUSINESS:

Hydrosoft/Netlinx – Denise reported that she talked with Mr. Sisler. The updated agreements are not complete yet but he is proposing to keep the amount for the antenna on the Blue Ball water tower the same (currently \$500.00 per month) and a cash payment of \$100.00 per month instead of credit toward computer equipment for the equipment in Terre Hill.

Having no further business, Gene Pierce moved to adjourn the meeting at 8:41 p.m., seconded by Scot Ash. The next meeting will be held on March 11, 2019 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