

Weaverland Valley Authority

Meeting Minutes

September 9, 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 September 9, 2019. Chairman Ken Witmer called the meeting to order at 6:30 p.m.

The following Board members were present: Ken Witmer, Harold Kilhefner, Jason Firestine, Gene Pierce, Randy Miller, Tom McDermott and Scot Ash. Also present were Gary Martin, Becker Engineering; Julian Mazero, ELA; Bruce Crabb, Operations Supervisor; and Denise Bensing, Administrator.

MINUTES: A motion was made by Tom McDermott, seconded by Randy Miller, that the minutes of the August 12, 2019 meeting be approved as submitted. The motion carried unanimously.

PUBLIC COMMENT:

Daryl Peck, Concord Public Finance – Daryl presented a proposed time table for the second interim financing. The plan is to send out the RFP’s with a due date of Oct. 3rd, the Authority to accept the proposal at the Oct. 14th meeting and have closing on the financing no later than Dec. 31st. Gene asked if the Authority would be better served to pursue a bond and have the project come in at a lower cost because it doesn’t appear that the USDA encourages being fiscally responsible by using loan money first then grant money. Julian spoke to Sean again regarding if the grant is pro-rata to the bid amount or a straight dollar amount and Sean will not give a straight answer. Scot Ash made a motion to authorize Concord Public Financial to secure RFP responses for the second \$10 million, seconded by Gene Pierce. Motion carried unanimously.

CORRESPONDENCE:

1. M.J. Reider lab reports (Shady Maple) August - There will not be a surcharge for August.
2. L.A.B.S. - Chlorine/coliform reports for August (Blue Ball & Terre Hill). All results were normal.
3. L.A.B.S. – Lead/Copper, Nitrates, and Coliform/Chlorine for Twin Springs. All results were normal.
4. L.A.B.S. – Lead/Copper & Nitrates for Terre Hill
5. DEP – DEP planning approval for connection to public sewer. (Petra Church)
6. Blakinger Thomas – Satisfaction of liens for Binsfeld, 1127 Main St.
7. Blakinger Thomas – Judgements filed for Crosson, 708 Rancks Church Rd. & Crosson, 1263 East Earl Rd.
8. USDA – Letter of Commitment – Funds have been set aside for the WWTP and collection and conveyance system project. The amount reserved is \$23,512,000 for a term of 40 years at 2.75% and grant funds reserved in the amount of \$2,209,000.
9. Impact Engineering (Harting Subdivision) – This is a proposed 2 lot subdivision at the intersection of Carriage Way and Gentle Dr. within the Borough of Terre Hill. They are requesting 2 EDU’s of public water and sewer. Harold explained that they have a page and a half of conditions to address for Terre Hill Borough. It was also noted that they are proposing to have private grinder pumps. Gene Pierce made a motion for Ken to sign the Sewer Facilities Planning Certification Form to allow for 2 EDU’s, seconded by Scot Ash. Motion carried unanimously.
10. Becker Engineering – Signed DEP Exemption request form for Harting subdivision.
11. Borough of Terre Hill – request a billing adjustment of the proposed billing of 14,000 gallons (average use) due to not installing the water meter by the required date. The Borough explained that the meter was installed on Aug. 6th and they are requesting the possibility of using a combination method to bill for the July 1 – Sept. 30 billing. Tom McDermott made a motion to approve the request to use a combination method (July 1- Aug. 5 estimated based on

consumption from Aug. 6 – actual quarterly reading), seconded by Harold Kilhefner. Motion carried. Jason Firestine abstained.

ADMINISTRATIVE REPORT:

Denise reported that the second East Earl Township Community Outreach night is scheduled for Wednesday, Oct. 30th from 5:00 p.m. – 8:00 p.m. and asked if the Authority would like to participate again. Denise and Ellie will be there and will work with Julian to get a display together including a time line for the project. Scot, Ken, Gene, and Tom will also help at the table that night.

Denise asked who the budget committee members will be for the 2020 budget. Scot and Gene volunteered to serve on the committee again.

FINANCIAL REPORT:

The Financial report was read with \$93,819.66 (Sewer \$60,309.16 Water \$33,510.50) in bills for approval.

Water & Sewer Collection Fund	\$8,796.78
Business Checking Water Fund - ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$725,715.14
Construction Account – ETSA Upgrades	\$984.99
FDIC Insured Sweep Account - Sewer	\$2,915,015.21
Business Checking Sewer Fund - ENB	\$250,000.00
Business Checking – Fulton Bank	\$232.46
FDIC Insured Sweep Account – Fulton	1,013,511.76
Joint WWTP Business Checking – Fulton Bank	2,500.00
Fulton Bank Loan Balance	\$987,910.00

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

ENGINEERS' REPORT:

Gary Martin

Gary distributed his report but deferred the time to Julian.

Julian Mazero

Regional WWTP: The plans and specs are being finalized.

Highway Occupancy Permit (HOP): In the second review, PennDOT decided they will not allow the sewer line to go beneath the concrete bridge over Cedar Creek. ELA prepared exhibits for the reroute around the concrete bridge and culvert. This reroute will require an additional easement to be negotiated. ELA is recommending working with the property owner to the north of the bridge because there are less property improvements to work around. Gene Pierce made a motion to authorize Frank to proceed with easement agreements for the change in the route, seconded by Jason Firestine. Motion carried unanimously.

USDA Funding: There was a meeting with USDA to discuss the Letter of Conditions on August 15th. The USDA national office is requesting that the Authority provide a National Resource Conservation Service (NRCS) Land Evaluation and Site Assessment (LESA) for the WWTP site. LESA is optional for the WWTP property because it is zoned Light Industrial but the national office is requiring it. It was provided on August 15th. The USDA Notice of Intent was published Aug. 16th. On Sept. 5th, USDA notified ELA that the Environmental Assessment will need to be revised and republished. In order to revise the Environmental Assessment, an updated Bog Turtle Habitat Survey must be completed. Julian anticipates the project will not be ready to bid until at least January 2020.

SOLICITOR'S REPORT:

Frank Mincarelli (via email)

Main Extensions: The financial security was released for Twin Springs. Frank has not received any word on the status of the Developer's Agreement with LPB.

Financing of Wastewater Collection and Treatment Project: Frank attended the meeting to review the terms and conditions of the loans and grant. Frank has also been in touch with bond council and the financial advisor regarding the matter since the meeting.

Right to Know Request: Frank assisted Denise with the preparation of a refusal letter to the Florida company seeking information on Authority procurements.

Accounts Receivable: Bobbagoy made the first installment payment but remains delinquent on the most recent water/sewer billings. Denise has notified Bobbagoy of the need to make itself current with these bills. Scot Ash made a motion to give Bobbagoy until Monday, Sept. 16 or the Authority will proceed with the writ of execution and next time action will be taken, seconded by Harold Kilhefner. The Authority is positioned to issue writs of execution against Innes and Crosson if the board decides to go forward with the sheriff sales. In order to move forward, the Authority would need to pay the sheriff's office \$2,500 per property. These costs would be recovered when the properties are sold at the sheriff's sale. Denise notified the board that the Innes house is or will be listed for sale but she has heard nothing from Crosson. Gene Pierce made a motion to move forward with the sheriff sale for Crosson and for Denise to send a check to Frank for the sheriff in the amount of \$2,500, seconded by Jason Firestine. The board agreed to hold off until October for the Innes property.

Earl Township Sewer Authority (ETSA): Denise pointed out several charges that may not be the responsibility of the Authority. Frank reached out to the ETSA counsel concerning the invoices for the manhole rehab work.

OPERATIONS REPORT (Distributed via email):

Bruce reported that the treatment plant had no parameters out of compliance. There was one callout to the treatment plant due to high influent flow. There were also three call outs to the pump station for electrical components and I & I. The wet wells were cleaned in Terre Hill and East Earl. Bruce is working on collecting addresses for properties that flow to the Fairview pump station because there is an issue with excessive grease and rags. Denise will send letters to the property owners. Jason suggested sending the information to Valerie for the Terre Hill newsletter.

Bruce received 2 call outs for brown water and discovered that when the fire department is using the fire hydrants that it is affecting the water. Bruce has been in touch with the fire chief. The interior water and chemical lines were replaced at well #1 in Terre Hill. There were multiple call outs to well #3 in Terre Hill. The cause has not yet been determined. Kohl Bros. may need to come out but it may be that the well pump needs to be replaced. Bruce estimated that cost to replace the pump to be around \$16,000. The fire hydrant at Rt. 322 and Musser Rd. that was hit by a car was replaced by Usner Excavating (covered by the car owner's insurance). Bruce also reported that they finished paving at New St. and College Ave. from repairs that were made.

DAY-TO-DAY COMMITTEE:

The committee met and discussed construction management. The committee requested that Becker Engineering provide a proposal for the next committee meeting on Sept. 17th. Gary said Becker will provide a proposal based on the information they currently have.

NEW BUSINESS:

Harold reported that on Aug. 30th he, Ken and Gene were hoping to meet with Lloyd Smucker at the Lunch in the Park but at the last minute Congressman Smucker was not able to attend. David Zimmerman and Ryan Aument were in attendance so the project was discussed with them. Harold reached out to Congressman Smucker to discuss the terms from USDA.

Having no further business, Harold Kilhefner moved to adjourn the meeting at 9:15 p.m., seconded by Scot Ash. The next meeting will be held on October 14, 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
Julian Mazer, ELA
Gary Martin, Becker Engineering
Frank Mincarelli, Blakinger Thomas

John Stoltzfus