

Weaverland Valley Authority

Meeting Minutes

December 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 December 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, Tom McDermott, Scot Ash and Scott Marburger. Also present were Gary Martin, Becker Engineering; Grant Hummer, ELA; Thomas Devenney, ELA; Bruce Crabb, Operations Supervisor; and Denise Bensing, Administrator.

MINUTES: A motion was made by Gene Pierce, seconded by Tom McDermott, that the minutes of the November 11, 2019 meeting be approved as submitted. The motion carried unanimously.

CORRESPONDENCE:

1. M.J. Reider lab reports (Shady Maple) November – Gary noted that we are still waiting on the results for one sample but they are close to having a surcharge for BOD.
2. L.A.B.S. – November lab results for Terre Hill, Blue Ball, and Twin Springs. All results were normal.
3. Becker Engineering – 2020 rates for Becker Engineering. The rates are the same as 2019 with the exception of a slight increase for Senior CAD/GIS Designer.
4. Becker Engineering – Lot Add-On and Land Development plan review #1 for the Blue Ball Commons, Lots 66 & 67. Gary reported that they are now planning two separate buildings. A retaining wall will no longer be over the 12” water main. There is additional ground coverage proposed over the water main but it is unclear how much additional coverage.

ADMINISTRATIVE REPORT:

Denise reported that she was looking into what she needs to do to become a notary. She found the Pennsylvania Association of Notaries (PAN) offer a First Time (Notary) Appointment Package. The package includes step-by-step assistance to become a PA notary, state approved notary education, four-year notary bond, notary stamp, notary journal, practical guide, four-year PAN membership, and unlimited notary support. The cost is \$358.95 and the class is available in Lancaster on Jan. 28, 2020. Scott Marburger made a motion for Denise to attend the notary class, seconded by Jason Firestine. Motion carried unanimously.

FINANCIAL REPORT:

The Financial report was read with \$90,986.67 (Sewer \$64,038.74 Water \$26,947.93) in bills for approval.

Water & Sewer Collection Fund	\$90,116.79
Business Checking Water Fund - ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$778,859.02
Construction Account – ETSA Upgrades	\$984.99
FDIC Insured Sweep Account - Sewer	\$2,337,190.62
Business Checking Sewer Fund - ENB	\$250,000.00
Business Checking – Fulton Bank	\$226.46
FDIC Insured Sweep Account – Fulton	\$1,018,450.85
Joint WWTP Business Checking – Fulton Bank	\$2,500.00
Joint WWTP Business Checking – Ephrata National Bank	\$2,500.00
Fulton Bank Loan Balance	\$987,910.00

A motion was made by Scott Marburger to approve the financial report and pay the bills including the deposit on the copier, seconded by Jason Firestine. Motion carried unanimously.

ENGINEERS' REPORT:

Grant Hummer

Regional WWTP: ELA has been working on addressing the comments in the constructability review and is scheduled to meet with Becker on Dec. 12th. ELA will have full plans and specs to the board prior to the January meeting. ELA contacted Conestoga Wood regarding the well on the WWTP site. The well is available for the Authority to pull a sample to test the water quality. Bruce said he will pull a sample. Grant provided five sets of preliminary drawings of the revised head works building for the Construction Committee and Becker to review. At this point, the target date to bid is April 2020. It is recommended that the updated USDA approved draft E-500 Construction Management Agreements should be provided to WVA by ELA and Becker prior to the February 2020 meeting for execution at the meeting. The Cedar Creek GP-5 was submitted and will hopefully be turned around quickly. The HOP was submitted and approved. All HOP's are now in place.

USDA Funding: The E-500 was revised including services up to bid and is now waiting on review by USDA. USDA directed ELA to include the Cedar Creek stream crossing in the revision as an additional service. To avoid delays, ELA recommends the board conditionally approve Ken to execute the E-500 Owner-Engineer Agreement based on the total fees being less than or equal to \$1,283,920.00. Gene Pierce made a motion to give conditional approval for Ken to provide approval to execute the E-500 for \$1,283,920.00, seconded by Harold Kilhefner. Motion carried unanimously.

Gary Martin

CA/CM: Gary is working with ELA to coordinate the actual construction time based on the bidding date. Gary also noted that he has tried, on numerous occasions, to speak with Judith (USDA Engineer) but they have not yet been able to connect.

Tapping Fee Updates: At this point, the Authority is going to leave the tapping fees as is. Gary recommended that once the new plant is up and running, it would be a good point to review it. Gene Pierce made a motion to wait until there is a cost basis for the new plant to update the tapping fees, seconded by Scott Marburger. Motion carried unanimously.

Chapter 94: Three separate Chapter 94 reports will be prepared (NHBA, ETSA, and DEP). If the board is aware of any new developments, please contact Gary.

Edge Metalworks: The water line bacteriological testing still needs to be completed.

Transfer of Terre Hill WWTP NPDES Permit to WVA: The additional samples included in the correspondence from last month are because DEP is tying the name change to the permit renewal. Becker and the operators are addressing the requests.

Timberline Estates: Frank is working with Becker to formulate and distribute easement infringement agreements to the properties with conflicts.

SRBC/DEP: DEP responded to the lead/copper feasibility study. DEP is now requesting Dissolved Inorganic Carbon (DIC) to be sampled at each well and pH adjustments be made at each water source. The DIC sampling has been completed. A response will be provided to DEP after receiving the sample results.

Becker and WVA are completing the minor modification to the TH well #3 public water supply permit. A check will need to accompany the application in the amount of \$500.00. Gene Pierce made a motion to authorize a check to the Commonwealth of Pennsylvania in the amount of \$500.00, seconded by Scott Marburger. Motion carried unanimously.

Gary also noted that Millcreek Mobile Home Park is having I/I issues and they are saying the additional flow is from the Authority. Gary recommended that the operators make sure they take readings during significant rain events.

SOLICITOR'S REPORT:

Frank Mincarelli (via email)

Resolutions: Frank prepared resolutions for the water and sewer rates approved at the November meeting and for the 2020 budget.

Gene Pierce made a motion to adopt Resolution 2019-16 for a sewer rate of \$128.49 service charge per EDU per quarter with a usage rate of \$6.65 per 1,000 gallons and a flat rate of \$232.48 per EDU per quarter, seconded by Harold Kilhefner. Motion carried unanimously.

Gene Pierce made a motion to adopt Resolution 2019-17 for a water rate of \$60.79 service charge per EDU per quarter with a usage rate of \$2.64 per 1,000 gallons, seconded by Tom McDermott. Motion carried unanimously.

Gene Pierce made a motion to adopt Resolution 2019-18 to adopt the 2020 Budget, seconded by Scott Marburger. Motion carried unanimously.

Tax Exempt Status: Frank applied for tax exempt status for the Frogtown Rd. pump station and the WWTP real estate sites.

Upcoming Project Loan: Frank has been in communication with Daryl Peck and Bill McCarty regarding the upcoming project loan.

Brad Harris (via email)

Regional WWTP and Access Drive: The Easement Agreement for emergency access to the WWTP was distributed for review and is expected to be signed by CWS and Dependable Realty later this week. Resolution 2019-19 was also provided for the acquisition of property for emergency access. Jason Firestine made a motion to adopt Resolution 2019-19, seconded by Scott Marburger. Motion carried unanimously.

OPERATIONS REPORT:

Bruce reported that there were no compliance issues at the treatment plant. He did note that the seasonal changes affect the treatment plant and there is a little foam. They are treating it and it is improving.

Bruce also reported that they are having an issue with the curb stop stems breaking when they try to turn them. The stems are steel not stainless steel. He recommends looking into gradually replacing them.

There is a property on Wide Hollow Rd. that has not yet connected to water and sewer. The previous property owner added a 32” extension to the grinder tank and built the ground up around it but the extension is not up to Authority requirements with the junction box, wiring, and rail system now 32” below the top of the tank, difficult to access or service, and may be safety issue as modified by this property owner. Bruce feels it should be the property owner’s responsibility to bring the tank into compliance. To retrofit the tank and re-plumb the whole inside could cost \$3,000 - \$4,000. Another option would be to move the tank but Bruce feels this would be the more costly option because the tank would most likely have to be replaced. Harold noted that the Day-to-Day Committee recommends bringing the tank into compliance at the home owner’s expense. Denise will send a letter to the property owner.

DAY-TO-DAY COMMITTEE REPORT:

The committee discussed septage receiving. Bruce explained that the current setup is only capable of handling one hauler. The tank is not large enough for more than one hauler to dump septage. It was explained that the reason the rates were lower than other receivers is that Mark’s Septic not only hauls waste in but he also maintains the facilities. The committee is recommending setting the septage receiving rate for septage at \$0.03 per gallon and the holding tank waste at \$0.025 per gallon. It was also discussed that the current arrangement was by a handshake agreement with Terre Hill. The committee recommends entering into an agreement which would define the conditions and responsibilities of the hauler. Harold Kilhefner made a motion to increase the septage receiving rate to \$0.03 per gallon and keeping the rate for holding tank waste at \$0.025 per gallon, seconded by Scot Ash. Motion carried unanimously. Bruce will work with Frank to develop a contract.

NEW BUSINESS:

2020 Meeting Dates – Denise proposed meeting dates for 2020. The dates proposed are the second Monday of each month. Jason Firestine made a motion to approve the proposed 2020 meeting dates, seconded by Scott Marburger. Motion carried unanimously.

Harold noted that he contacted Representative Smucker’s office regarding the Authority’s disappointment in the grant monies from USDA. Their office contacted USDA and received the same information the Authority received in the past that if the Authority would receive any other grant money it would increase the Authority’s “ability to pay” thereby lowering the USDA’s grant portion.

Having no further business, Scott Marburger moved to adjourn the meeting at 8:18 p.m., seconded by Tom McDermott. The next meeting will be held on January 13, 2020 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
- Charles Haley, ELA
- Gary Martin, Becker Engineering
- Frank Mincarelli, Blakinger Thomas
- John Stoltzfus