

# Weaverland Valley Authority

## Meeting Minutes

February 10, 2020

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 10, 2020. 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, Scot Ash, Scott Marburger and Randy Miller. Also present were Gary Martin, Becker Engineering; Charles Haley, ELA; Grant Hummer, ELA; Bruce Crabb, Operations Supervisor; and Denise Bensing, Administrator.

**MINUTES:** A motion was made by Randy Miller, seconded by Harold Kilhefner, that the minutes of the January 13, 2020 meeting be approved as submitted. The motion carried unanimously.

### **CORRESPONDENCE:**

1. Becker Engineering – Dedication Review letter for Blue Ball Commons Lot 63. Gary noted that all the facilities are in acceptable condition for dedication.
2. Becker Engineering – Plan Review #3 for Blue Ball Commons Lots 66 & 67 Lot Add-on and Land Development Plan. Gary noted that there are still several comments to be addressed.
3. M.J. Reider lab reports (Shady Maple) January – Gary noted there will be no surcharge.
4. L.A.B.S. – January coliform and chlorine results for Blue Ball, and Twin Springs. All results were normal.
5. Earl Township – Notification that the Tower Rd. Project (Martin Subdivision Plan Lots 1-6) is required to connect all lots and uses.
6. SRBC Certificate of Registration for Terre Hill water system – Definitive withdrawal quantities have been established. Quarterly reporting is required starting April 2020.
7. DEP – Public Water Supply Construction/Operation permit for the replacement of the Terre Hill Well 3 pump. Gene Pierce made a motion to approve the emergency repair of Terre Hill well pump #3 and to not bid upon the advice of counsel, seconded by Scott Marburger. Motion carried unanimously.
8. Blakinger Thomas – Satisfaction of liens at 1085 Main St., Blue Ball.
9. Blakinger Thomas – Satisfaction of liens at 708 Rancks Church Rd.
10. Blakinger Thomas – Dale & Barbara Zimmerman Sewer Easement Agreement – Denise reported that the agreement has been executed and Frank will have it recorded. Gene Pierce made a motion to adopt the resolution rescinding the condemnation resolution, seconded by Jason Firestine. Motion carried unanimously.
11. Pioneer Management LLC – H. R. Ewell Land Development – Gary noted that, due to a building expansion, the stormwater piping will be changed and will cross the Authority low-pressure main. Gary reported that there is no problem with this and Becker will respond.
12. USDA Legal Services Agreement with William McCarty – Gene Pierce made a motion to execute the USDA Legal Services Agreement for William McCarty, seconded by Harold Kilhefner, motion carried unanimously.

13. USDA Legal Services Agreement with Frank Mincarelli – Gene Pierce made a motion to execute the USDA Legal Services Agreement for ~~William McCarty~~–Frank Mincarelli, seconded by Harold Kilhefner, motion carried unanimously.

**ADMINISTRATIVE REPORT:**

Denise distributed the Statement of Financial Interest to the board members. All board members are asked to return them no later than the April 13<sup>th</sup> meeting. Denise reported that she completed a notary class on Jan. 28<sup>th</sup>. The rest of the process will take a couple of months.

**FINANCIAL REPORT:**

The Financial report was read with \$181,605.33 (Sewer \$156,133.60 Water \$25,471.73) in bills for approval.

Water & Sewer Collection Fund	\$40,405.50
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$786,564.21
Construction Account – ETSA Upgrades	\$984.99
FDIC Insured Sweep Account - Sewer	\$2,444,484.62
Business Checking Sewer Fund - ENB	\$250,000.00
Business Checking – Fulton Bank	\$222.46
FDIC Insured Sweep Account – Fulton	\$1,021,829.71
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 Harold Kilhefner to approve the financial report and pay the bills, seconded by Scot Ash. Motion carried unanimously.

**ENGINEERS’ REPORT:**

**Gary Martin**

Constructability Review: There have been numerous conversations with ELA and a lengthy meeting on Feb. 7<sup>th</sup> to discuss the plans. An additional submission is anticipated.

CA/CM: Becker is working with ELA to coordinate the actual construction time based on bidding dates. As stated in the Letter of Conditions (LOC), the project must be started in 3 years and completed in 5 years. Becker and ELA will continue to work together to determine the construction length so Becker can submit a proposal for CA/CM. Gene noted that he is still concerned about the Consent Order dates. Gary explained that last April he was in contact with DEP and they acknowledged that once the project is bid the Consent Order dates should be updated. Gene is also concerned about how long Bruce can keep the Terre Hill plant running. Bruce explained that a lot of equipment has already needed to be updated.

Chapter 94 for NHBA: The report is ready to submit to the Borough. There were no problems and no significant changes from last year. Gene Pierce made a motion to acknowledge the completion and authorize the chairman to sign the Chapter 94 report for New Holland Borough Authority, seconded by Randy Miller. Motion carried unanimously.

Chapter 94 for ETSA: The report is ready to submit to Earl Township Sewer Authority. There were no problems and no significant changes from last year. Gene Pierce made a motion to acknowledge the completion and authorize the chairman to sign the Chapter 94 report for Earl Township Sewer Authority, seconded by Jason Firestine. Motion carried unanimously.

**Chuck Haley**

Constructability Review: ELA is working with Becker and after numerous communications they are in a position to make the necessary changes to the plans.

Bidding/Construction Schedule: ELA and Becker will continue to work on the construction documents in anticipation of bidding the project in late April. It has not been determined if the USDA engineer will be able to

complete their review to meet this date. Chuck noted that USDA has indicated that they will need until August 2020 to finalize everything. Chuck reported that there are \$1.72 million worth of items which will not be included in the bid and will be the Authority's responsibility to cover. These items include Building Permit/Code review and inspection fees, Township Engineer Inspection fees, PPL service upgrades, Third-Party Construction Materials Testing, Construction Management, Legal Services, and crop damage within easements.

Cedar Creek Stream Crossing: ELA is waiting on the bog turtle clearance from the USFWS. Once this clearance has been received, DEP will approve the GP-5 permit package.

Scott has been working on a resolution for the Conestoga Creek Road condition. He explained that the contractor will be responsible for repairing any road base that is messed up during construction. Scott explained that he has concerns about the road width that is currently only 14 feet. This width is fine for the few houses on the road currently. During and after construction, there will be more traffic which poses a problem because 14 feet is not wide enough for two vehicles to pass. Scott suggests widening the road with stone prior to construction but stone on the side would not be an acceptable permanent solution for widening the road. Scott obtained prices to widen the road to 16' of \$85,000 for 1" leveling and 1 1/2" wearing course, \$152,000 for chemical stabilization, 1" wearing, and 1/2" overlay, and \$228,000 for 4" depth reclamation with 2.5" binder course and 1.5" wearing course. Scott expressed his opinion that if it is typical for a project to return in like condition, why the Authority is being expected to widen the road. Scott explained that typically it would have been addressed during the land development process but Scott thought the work could be done in house and save both the Township and the Authority money. Gene likes the idea of using the Township workforce but some Authority customers are not Township residents. Randy also expressed that if the Authority had been told early on that the road would need to be widened then he would understand the Authority being responsible for widening it. Since they were not aware of this requirement then he feels the Authority's responsibility is \$85,000. Gene would like Scott to do research for a more specific cost estimate so the Authority can revisit next month.

#### **SOLICITOR'S REPORT:**

Frank Mincarelli (via email)

WWTP Project: The Sewer Easement Agreement with the Zimmermans has been recorded. After the condemnation resolution is rescinded, this matter can be closed.

Accounts Receivable: The Crosson property has been removed from the March sheriff's sale list so the Authority can piggyback on the mortgage company's sheriff's sale in May.

USDA Financing: Frank attended the meeting with USDA on Feb. 3<sup>rd</sup> to determine what actions are needed to comply with the Letter of Conditions. The meeting was very informative. Frank was tasked with obtaining a Legal Services Agreement from Brad Harris in order for the Authority to recover any legal fees paid for eligible services rendered and to prepare a resolution adopting certain mitigation measures for the project in order to satisfy the environmental review.

#### **OPERATIONS REPORT:**

Bruce reported there were no compliance issues for the treatment plant. The RAS pumps were rebuilt for less than \$4,000 which was significantly less than replacing them as budgeted. The sludge blanket at the EQ station was mixed which ended up causing issues at the New Holland WWTP. In order to limit future issues, Bruce will try to mix quarterly and he will also look into options to deal with the hydrogen sulfide. The operators assisted with a sewer hookup on Wide Hollow Rd. Bruce noted that there is only one more customer in that area to connect.

Bruce reported that the Authority car would not pass inspection. The garage gave a very rough estimate of \$1,500 to fix the rust but they really won't know how much it will be until they look at it more closely and there is no way to be sure there won't be more issues. The car is scheduled to be replaced in 2021 with \$64,000 already set aside. Since the car isn't the ideal vehicle for the operators it may make sense to look into replacing it now with a more suitable vehicle. Gene recommended this subject be revisited in March.

#### **DAY-TO-DAY COMMITTEE:**

The committee reviewed 3 quotes for mowing for 2020 and would recommend staying with Curtis Frey at \$640 per week (mowing). Gene Pierce made a motion to award the mowing bid to Curtis Frey for \$640/week (mowing) as needed, seconded by Jason Firestine. Motion carried unanimously.

#### **OLD BUSINESS:**

Meter Reading Equipment: Denise explained that she contacted LB Water and discussed the options and with the assistance of Jason, Denise, Bruce and Ellie met with Core and Main to discuss Kamstrup equipment. Kamstrup

equipment was explored because a tablet or cell phone can be used for reading meters instead of a costly handheld. After more discussions with LB Water, Denise found out that Sensus is also now offering the ability to use a cell phone or tablet. Either way, it doesn't change the fact that the Authority's current meter reading gun does not work and is needed. Denise recommended replacing the current gun with a new gun. The new gun would have bluetooth capabilities and would then be compatible with a tablet if the handheld machine would no longer work. Gene Pierce made a motion to purchase a new meter reading gun for \$1,275, seconded by Jason Firestine. Motion carried unanimously.

Having no further business, Jason Firestine moved to adjourn the meeting at 8:34 p.m., seconded by Randy Miller. The next meeting will be held on March 9, 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  
East Earl Township  
Terre Hill Borough  
Robert Rissler  
Charles Haley, ELA  
Gary Martin, Becker Engineering  
Frank Mincarelli, Blakinger Thomas