

Weaverland Valley Authority

Meeting Minutes

November 9, 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 November 9, 2020. Vice-Chairman Harold Kilhefner called the meeting to order at 6:30 p.m. *Due to a COVID-19 exposure at the Township office, most of the participants attended via Zoom.*

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

MINUTES: A motion was made by Randy Miller, seconded by Tom McDermott, that the minutes of the October 12, 2020 meeting be approved as submitted. The motion carried unanimously.

CORRESPONDENCE:

1. PennDOT Applicant’s Authorization for Agent to Apply (Lighthouse Assembly of God) – Randy Miller made a motion to sign the Applicant’s Authorization for Agent to Apply for Permit #219430 for Lighthouse Assembly of God, seconded by Tom McDermott. Motion carried unanimously.
2. Approval for Impacts to Access of Neighboring Property Owners (HOP) for 322 Properties – Gary noted that the developer is required to make changes to neighboring property owner driveways. This will affect the Cedar Grove Estates pump station driveway but, after conferring with Scott and Bruce and reviewing the site distances, Gary does not see a problem with signing this approval. Jason Firestine made a motion to sign the letter, seconded by Scott Marburger. Motion carried unanimously.
3. DEP Terre Hill WWTP Inspection report – DEP is recommending a hauled waste stoppage until the Authority has 3 months of compliance. Bruce did note that this is a huge dynamic in the plant and he doesn’t really know how it will affect the plant. Gary also noted that 3 months will take us into colder weather which also changes how the plant functions. Gene Pierce made a motion to comply with DEP recommendations and stop septage receiving beginning December 1, 2020 for a period of 3 months then reevaluate, seconded by Tom McDermott. Motion carried unanimously.

ADMINISTRATIVE REPORT:

Denise provided quotes to replace the meter reading equipment. The new equipment will most likely not be here before the next round of meter readings but Mark with LB Water has assured her that he has used equipment that he can loan to the Authority in order to get the meters read. Denise is recommending purchasing the Archer3 meter reading equipment. She discussed the options with Ellie and both Denise and Ellie are concerned about the durability of a tablet. Ellie also feels a tablet would be too cumbersome to carry around. Gene Pierce made a motion to purchase the Archer3 Handheld at a cost of \$6,825.00, seconded by Scott Marburger. Motion carried unanimously.

FINANCIAL REPORT:

The Financial report was read with \$100,383.39 (Sewer \$63,546.22 Water \$36,837.17) in bills for approval.

Water & Sewer Collection Fund	\$143,774.06
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$804,934.55
Construction Account – ETSA Upgrades	\$984.99
FDIC Insured Sweep Account - Sewer	\$1,486,937.68
Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,025,912.20
Joint WWTP Business Checking – Fulton Bank	\$2,500.00
Joint WWTP Business Checking – Ephrata National Bank	\$2,500.00

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

ENGINEERS' REPORT:

Chuck Haley reported that all the plans and specs are in Becker's hands. Gary and Jeff were in communication with DEP regarding the consent order dates. DEP directed the Authority to wait until all approvals are received from USDA and when a more concrete schedule for bidding and construction can be determined to update the consent order schedule.

Bidding and construction is waiting on approvals from USDA. In the teleconference with Sean from USDA on Nov. 5th, Sean said the Judith Tutino's review would be ready that day but nothing has been received yet. ELA is targeting Nov. 13th to have the USDA specification comments addressed and resubmitted. One of the items in the specifications that needs to be addressed is in the Supplementary Conditions. The Contractor's Insurance Limits need to be reviewed by the Authority insurance agent. The Authority needs to determine how they wish coordination responsibilities and authority to be addressed. USDA would like a letter or email from the Authority stating they would like arbitration as the method of dispute resolution or provide a letter or email stating a different method is preferred. The other most common method of dispute is litigation. An analysis for liquidated damages for each Project/GC contracts along with documentation to back up the values utilized needs to be provided to USDA. USDA is still working on addressing the Tribes.

Once the Authority authorizes it, the plans should be submitted to the Township for permit and code review. ELA as well as Becker recommended using ABI as the 3rd party code review agency. Chuck doesn't expect any USDA comments regarding the building but more so on the bidding. Chuck also reported that USDA hired another engineer by the name of John Brady.

Scott Marburger made a motion to authorize ELA to submit the plans to the Township for building permit review, seconded by Scot Ash. Motion carried unanimously.

Gary Martin reported that they budget projections from New Holland Borough were received. He also noted that efforts are still underway to get Record Plans for Wildflower Ridge. Bruce noted that he has noticed activity in the development and he believes they are televising the lines.

SOLICITOR'S REPORT:

Frank Mincarelli distributed his report via email. The board didn't have any questions regarding his report.

OPERATIONS REPORT:

Bruce reported that the WWTP had no compliance issues this month. The repairs at the Blue Ball Commons pump station are under way and should be completed by Tuesday. Bruce noted that the pipes did not look like they had epoxy coating and it looked like they would have caused problems in the near future.

Terre Hill Well #3 which was recently redone is having some issues. They found the well pump was running for 8 hours overnight and only pumped 200 gallons due to a faulty check valve. The check valve was replaced and the VFD was adjusted to prevent further issues. Kohl Bros. will be onsite for startup in the next week or so.

Bruce obtained quotes for snow plows for the new truck. The plow will be covered by money budgeted for the truck. Scott suggested a V-plow and would suggest going with the quote for the Western plow.

DAY-TO-DAY COMMITTEE:

Harold reported that the committee met and discussed policies for filling swimming pools. He explained that this seems to be more of a Township or Borough ordinance issue. The Authority can request that residents notify us before filling their pool but most will probably not notify us. Something could be put in the newsletters regarding the proper way to dispose of pool water. The committee is not recommending waiving sewer fees because DEP is recommending that residents dispose of pool water in the sewer system.

The committee discussed moving Ellie from part-time to full-time. The committee is recommending splitting the wages and benefits 50/50 with the Township as of Jan. 1, 2021. Scot made a motion to move Ellie to full-time effective Jan. 1, 2021 with wages and benefits to be split 50/50 with the Township, seconded by Randy Miller. Motion carried unanimously.

NEW BUSINESS:

Township LED sign board contribution request – The board doesn't feel the Authority would have much use for the sign. Tom McDermott made a motion to decline the offer to contribute to the sign, seconded by Jason Firestine. Scott Marburger abstained. Motion carried.

Having no further business, Jason Firestine moved to adjourn the meeting at 7:42 p.m., seconded by Scott Marburger. The next meeting will be held on December 14, 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