

Weaverland Valley Authority

Meeting Minutes

May 10, 2021

The Board of the Weaverland Valley Authority (“Authority”) met at the East Earl Township building 4610 Division Hwy, East Earl, Lancaster County, Pennsylvania on May 10, 2021. Chairman Ken Witmer called the meeting to order at 6:30 p.m.

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

MINUTES: A motion was made by Gene Pierce, seconded by Jason Firestine, that the minutes of the April 12, 2021 meeting be approved as submitted. The motion carried unanimously.

CORRESPONDENCE:

1. M.J. Reider lab reports (Shady Maple) April. Gary noted that there will be no surcharge.
2. Hershey Engineering, Inc. – 322 Properties revised plans. Gary noted that a pre-construction meeting was held April 20, 2021.
3. Burkholder Trailers (Tower Road Properties) Lateral Installation Agreement – Gary noted that they will be developing lots 4, 5, and 6 in the Bob Martin development. Lot 5 will be connecting to the Authority water system. Gene Pierce made a motion to approve the Lateral Installation Agreement, seconded by Jason Firestine. Motion carried unanimously.

ADMINISTRATIVE REPORT:

Denise reported that the auditors started their work the previous Monday. Everything is going well and they expect to have it completed in mid-June. When the drafts are ready, they will meet with the Day-to-Day committee to review the reports.

FINANCIAL REPORT:

The Financial report was read with \$138,351.36 (Sewer \$83,171.81 Water \$55,179.55) in bills for approval.

Water & Sewer Collection Fund	\$46,201.40
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$775,610.61
FDIC Insured Sweep Account - Sewer	\$2,032,836.80
Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,026,384.97
Joint WWTP Business Checking – Fulton Bank	\$2,500.00
Joint WWTP Business Checking – Ephrata National Bank	\$2,500.00

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

ENGINEERS’ REPORT:

Chuck Haley reported that ELA anticipates the Authority being able to go out to bid in August. Currently, the Authority is waiting for USDA to prepare the FONSI Document and FONSI Notice.

ELA submitted renewal packages to DEP for the WQM and NPDES permits with the new construction schedule. ELA included a few months buffer in the bidding schedule to avoid the need to modify these permits again due to delays by USDA or other reasons.

ELA resubmitted updated construction drawings and a detailed comment response letter to USDA on 5/7/21. One additional clarification was requested from John Brady regarding seismic design certification requirements. ELA is waiting for the clarification. The revision to the Project Manual is being finalized based on the 3/25 USDA review. ELA anticipates submitting to USDA by 5/11/21

Gary Martin reported:

CA/CM: On 4/30/21 comments were received on the resubmitted E-500. A clarification call is scheduled for 5/11/21.

Wildflower Development: Although the videoing of the lines that was received was not standard quality, Becker will work with what was submitted. The plan submission doesn't include the profile view. The Authority's standard requirement is a Plan over Profile. Gary wanted verification from the board that they would like to hold this developer to this requirement. It was noted that although this requirement is not in the Rules and Regulations, it is and has been a requirement for all plans. The board agreed that the policy requirement should be maintained. Becker will report at the meeting with the developer that the Plan over Profile is a standard requirement of the Authority.

Timberline Estates: Frank has advised the Authority that the easement encroachments cannot be addressed until the sewer system is dedicated to the Authority which will not be done until the roads are turned over to the Township.

Low Pressure Manhole Rehab Project: As the Authority is looking at starting this project, Earl Township just completed the same project. A lot was learned from the Earl Township project. The Authority is looking at replacing 20 manholes and it looks like the amount budgeted is in line with the estimated cost.

Twin Springs: Lots 7 (Danco) & 8 (Millstream) have started developing.

Terre Hill Water System: The updated conceptual model of groundwater availability is nearly finished. Becker is anticipating requesting an Aquifer Testing Waiver. Becker will request maintaining the current instantaneous yield which is supported with Becker's conceptual model.

Blue Ball Water System: Based on SRBC's final review, it is anticipated that all wells will be permitted at the June SRBC quarterly meeting.

SOLICITOR'S REPORT:

Frank Mincarelli distributed his report via email which included discussions regarding the status of the USDA funding. He also corresponded with the consulting engineer regarding water service on the Bob Martin tract and the existing sewer easements in Timberline Estates. Frank also reviewed and commented on a lengthy email thread regarding the existing utility easement on the Jordan Sensenig property and the need for establishment of an easement where the mains actually exist. Frank prepared a draft lateral installation agreement for Burkholder Trailers in the Bob Martin Subdivision.

OPERATIONS REPORT:

Bruce discussed the planned capital purchases in 2021. Bruce is looking into a mini-excavator. This piece of equipment will need a trailer. The Township is looking to replace their trailer so Bruce would like to purchase the Township's old trailer from them. This may make the purchase a little higher than what was budgeted. The board directed Bruce to work with the Day-to-Day committee on the purchases as long as the actual cost is within the budgeted amount. If the actual cost is going to be higher than the budgeted amount the purchase will need to be approved by the board. Gary reminded Bruce that purchases in excess of \$21,300 require formal bidding unless the purchase is through Costars.

Bruce reported that he interviewed five candidates for the temporary/part-time position. He has a candidate who is a recent Thaddeus Stevens graduate who Bruce would like to make an offer to. He is hopeful that this person would prove to be an asset to the Authority and could possibly become a full-time, permanent employee. Harold made a motion for Bruce to offer temporary, part-time employment with the possibility of the position becoming permanent full-time at an hourly rate not to exceed \$20.00, seconded by Gene Pierce. Motion carried unanimously.

NEW BUSINESS:

Elizabeth Fisher: Elizabeth (Ellie) Fisher completed 90-days of full-time work (split with East Earl Township). The Township recommended a \$1.00/hour pay increase. Gene Pierce made a motion to approve a

\$1.00 raise for Elizabeth Fisher effective at the completion of her 90-days, seconded by Harold Kilhefner. Motion carried unanimously.

Having no further business, Tom McDermott moved to adjourn the meeting at 8:15, seconded by Jason Firestine. The next meeting will be held on June 14, 2021 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