

WEAVERLAND VALLEY AUTHORITY

4610 Division Highway
East Earl, PA 17519
(717) 354-5593

BOARD MEETING AGENDA

April 11, 2022

1. OPEN MEETING

- A. **Minutes approval (March 14th)**
- B. **Public Comment** (public comment otherwise at time of each agenda item)

2. REPORTS OF COMMITTEES & OTHERS

- A. **Correspondence**
- B. **Administrative Report**—*Denise Bensing*
 - a. Authorize purchase of ADA signs and drive-up drop box
- C. **Financial Report**—*Denise Bensing*
 - a. Approval of Financial Report and pay the bills
- D. **Engineer's Report**—*Becker Engineering*

Action Items:

 - a. Construction Contracts – Authorize execution of construction contracts
 - b. Introductory letter to property owners
 - c. Horst Farm Market – Authorize release of remaining sanitary sewer financial security
 - d. Blue Ball Commons (Lots 66 & 67) – Authorize release of original developer's financial security and replace with new owner's financial security of \$5,577.00
 - e. PA Auction Center – Approve proposed fire suppression system flow metering and backflow facilities
- E. **Solicitor's Report**—*Frank Mincarelli*
- F. **Operations Report**—*Bruce Crabb*
- G. **Day-to-Day Committee Report** – *Harold Kilhefner*

3. NEW BUSINESS

4. OLD BUSINESS

- A. **Sunset Ave. Line Replacement (Water)**

5. ADJOURN

Weaverland Valley Authority

Meeting Minutes

April 11, 2022

The Board of the Weaverland Valley Authority (“Authority”) met at the East Earl Township building 4610 Division Hwy, East Earl, Lancaster County, Pennsylvania on April 11, 2022. Chairman Kenneth Witmer called the meeting to order at 6:30 p.m.

The following Board members were present: Kenneth Witmer, Harold Kilhefner, Scot Ash, Terry Zook, Jason Firestine, and Randy Miller. Also, present were Dan Becker, Becker Engineering; Frank Mincarelli, Blakinger Thomas; Bruce Crabb, Operations Supervisor and Denise Bensing, Administrator.

MINUTES: A motion was made by Jason Firestine, seconded by Harold Kilhefner, that the minutes of the March 14, 2022 meeting be approved as submitted. The motion carried unanimously.

CORRESPONDENCE:

1. M.J. Reider lab reports (Shady Maple) March. Still waiting on the lab results for the last week of March.
2. WG Malden – Shady Maple 1st Quarter Calibration report. Equipment is operating properly.
3. Becker Engineering - Burkholder Trailers Plumbing Plan Review Letter #1
4. Becker Engineering – Horst Farm Market Record Drawings Review letter #1 & #2. All comments have been addressed.
5. Red Barn Consulting – Shady Maple RV land development plans. Becker is reviewing.
6. Becker Engineering – Timberline Estates Sanitary Sewer Dedication Review letter #2. There are comments still to be addressed.
7. Earl Township Sewer Authority (ETSA) – Evaluation of Kinzer Ave. pump station actual cost \$12,288.11. Dan explained that the pump station has reached its design life. The estimated cost to upgrade the pump station is over \$1M with the Authority’s share being 38.46%. ETSA has initiated design/permitting for the pump station upgrade and anticipates completing the design/permitting in 2022, with bidding and construction in 2023. Dan stated that he will request that ETSA not invoice the Authority for any design/permitting costs until 2023 since the Authority did not budget for services beyond the upgrade evaluation.
8. Blakinger Thomas – Crosson, 1263 East Earl Rd. Lien satisfied.
9. PA DEP – Chapter 94 report for Terre Hill WWTP is acceptable. The report indicated the plant is organically overloaded and recommends the Authority consider and implementing additional measures to eliminate future organic overloads.
10. USDA – Additional funding in the amount of \$8,318,000 has been set aside with terms of 40 years @ 1.75%.
11. Revelations of Freedom Ministries – Requesting credit for sewer charges due to a water leak that did not go into the sanitary sewer system. The customer was billed for 1,200,000 gallons in total for the last two

quarters. Their average consumption is 170,000 per quarter so the customer is requesting sewer credit for 860,000 gallons or \$6,233.00. This request was received this morning and was not able to be put on the agenda. The board will take action on this request at the May 9, 2022 meeting.

ADMINISTRATIVE REPORT:

Denise reported that she participated in a call with Sean McElroy on March 31st for the compliance review. With what was submitted to Sean, he is considering it complete although, he cannot guarantee that some other USDA representative at a higher level than Sean will agree. The submission to Sean noted that the Authority will install additional ADA signage and a drive-up drop box by the end of 2022. The estimated cost for this is \$1,000-\$2,000. Jason Firestine made a motion to authorize purchasing the ADA signs and the drop box, seconded by Randy Miller. Motion carried unanimously.

Denise sent a letter to Terre Hill Borough with copies of the invoices for replacing the chlorine analyzers in the Terre Hill water system. Previously, the Authority requested \$20,550 from the ARP funds for this work. The actual cost for the work was \$25,330.

The insurance renewal package was received last week. The cost increased from \$31,878 to \$34,529 with represents an 8% increase.

FINANCIAL REPORT:

The Financial report was read with \$128,145.39 (Sewer \$99,118.54 Water \$29,026.85) in bills for approval.

Water & Sewer Collection Fund	\$3,026.83
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$841,666.00
FDIC Insured Sweep Account - Sewer	\$2,555,493.97
Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,026,478.87
Joint WWTP Business Checking – Fulton Bank	\$2,500.00
Joint WWTP Business Checking – Ephrata National Bank	\$2,500.00

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

ENGINEERS’ REPORT:

Dan Becker reported:

WWTP & Collection System: Becker received executed contracts from each of the five contractors and has reviewed them and forwarded them to the Authority solicitor and USDA. To date, two of the five (3 & 5) have been approved. Frank has completed his review on all of the contracts and provided the Certificate of Owner’s Attorney and Agency Concurrence. Assuming USDA provides approval to execute the construction contracts between meetings, Becker would like the board to consider taking conditional action to execute the construction contract. Jason Firestine made a motion to authorize execution of the construction contracts for each of the five construction contracts, conditioned upon the Solicitor’s review and USDA written approval, seconded by Harold Kilhefner. Motion carried unanimously.

Dan distributed a copy of a draft letter to be distributed to the impacted property owners. There was discussion regarding the use of “will” versus “may” in the letter at a previous meeting. Jason Firestine made a motion to authorize the issuance of the property owner letter using the word “may” after the construction contracts are executed, seconded by Randy Miller. Motion carried unanimously.

Horst Farm Market: The record drawings have been received and all comments have been addressed. Becker recommends the Authority release the financial security. Jason Firestine made a motion to release the remaining sanitary sewer financial security after the Authority receives the required 2 hard copies and digital copies of the Record Drawings, seconded by Terry Zook. Motion carried unanimously.

Timberline Estates: Becker received revised Record Drawings. A review letter is being finalized.

Blue Ball Commons Lots 66 & 67 – The original developer has sold the property and the new owner has posted the required financial security. Jason Firestine made a motion to release the original developer’s financial security in the amount of \$5,577, seconded by Harold Kilhefner. Motion carried unanimously.

2021 Chapter 94 Report to DEP: Dan reported that although the PADEP acceptance letter noted the plant is organically overloaded, there was no mention of future sewer connections being prohibited.

PA Auction Center: Becker reviewed the proposed water metering and backflow facility drawing provided by Trago Mechanical and recommend approval. Harold Kilhefner made a motion to approve the proposed fire suppression system flow metering and backflow facilities, seconded by Scot Ash. Motion carried with Jason Firestine abstained.

Blue Ball Water System: Becker uploaded the PADEP Public Water Supply Permit Application to the PADEP website on March 18, 2022.

SOLICITOR’S REPORT:

Frank reported that closing on the 3rd interim financing this morning. Interest payments will be due in June and December.

Frank reported that the Twin Springs Lot 13 Easement Agreement has been recorded

Frank reviewed all the construction contracts and signed off on all of them.

OPERATIONS REPORT:

Bruce provided his monthly report with nothing specific to report.

Having no further business, Jason Firestine moved to adjourn the meeting at 7:15, seconded by Scot Ash. The next meeting will be held on May 9, 2022 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
Terry Zook
East Earl Township
Terre Hill Borough
Robert Rissler
Dan Becker, Becker Engineering
Frank Mincarelli, Blakinger Thomas
Terry Kauffman