

WEAVERLAND VALLEY AUTHORITY

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

BOARD MEETING AGENDA

October 10, 2022

REVISED

1. **OPEN MEETING**
 - A. **Minutes approval (September 12th)**
 - B. **Public Comment** (public comment otherwise at time of each agenda item)

2. **REPORTS OF COMMITTEES & OTHERS**
 - A. **Correspondence**
 - B. **Administrative Report**—*Denise Bensing*
Action Item: Folder/Inserter replacement
 - C. **Financial Report**—*Denise Bensing*
Action Items:
 - a. Approval of Financial Report and pay the bills
 - b. Approve WWTF & System Project Payment Requisition
 - D. **Engineer's Report**—*Becker Engineering*
Action Items:
 - a. Danco – Release Financial Security of \$35,006
 - E. **Solicitor's Report**—*Frank Mincarelli*
Action Items:
 - a. Shady Maple RV Expansion Service Agreement – Approval of agreement
 - F. **Operations Report**—*Bruce Crabb*
Action Items:
 - a. Tyler Gillenwaters employment
 - * b. Accept quote for emergency repair of leaking valve in Terre Hill

3. **NEW BUSINESS**

4. **OLD BUSINESS**
 - A. **Sunset Ave. Line Replacement** (Water)
 - B. **Frogtown Rd. Pump Station Property** – Farm lease Loren Zimmerman

5. **ADJOURN**

Weaverland Valley Authority

Meeting Minutes

October 10, 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 October 10, 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, Randy Miller, Scott Marburger, Gene Pierce, and Jason Firestine. Also, present were Dan Becker, Becker Engineering; Bruce Crabb, Operations Supervisor; and Denise Bensing, Administrator.

MINUTES: A motion was made by Harold Kilhefner, seconded by Gene Pierce, that the minutes of the September 12, 2022 meeting be approved as submitted. The motion carried unanimously.

CORRESPONDENCE:

1. M.J. Reider lab reports (Shady Maple) September. Denise noted that there will be a high-strength surcharge for BOD’s.
2. Blakinger Thomas Law Firm – Letter to Loren & Helen Zimmerman regarding a farm lease for the Frogtown Rd. property.
3. Becker Engineering – 2023 Flow projections
4. GPI/Turkey Hill, Toddy Dr.- Request for 7 additional water EDU’s. Becker to review and make recommendations.
5. Red Barn/Shady Maple RV – Revised plans. Becker is reviewing the revised plans.

ADMINISTRATIVE REPORT:

Denise explained to the board that the folder/insertor was not working properly when Ellie was processing the East Earl bills. During the service call, it was suggested that the machine should be replaced because the rollers and other parts will begin failing and service calls are high when parts need replaced. Denise provided quotes for a new machine to either buy or lease with or without a maintenance agreement. Denise recommended going with a maintenance agreement because the cost for servicing the equipment is high. Gene Pierce made a motion to purchase a new machine for \$3,444.00 with a maintenance agreement, seconded by Jason Firestine. Motion carried unanimously.

Denise also reported that she received an update on the County APRA Application. They received 98 applications which will be reviewed and then a report will be given to the County Commissioners by the end of October. The Authority will be notified of the date and time when the commissioners will present their application at a public meeting. Also, the budget committee will meet for the first time on Tuesday, Oct. 18th.

FINANCIAL REPORT:

The Financial report was read with \$111,077.11 (Sewer \$73,800.54 Water \$37,276.57) in bills for approval.

Water & Sewer Collection Fund	\$2,284.61
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$906,945.03
FDIC Insured Sweep Account - Sewer	\$3,061,095.42
Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,026,883.24
Joint WWTP Business Checking – Fulton Bank	\$2,500.00
Joint WWTP Business Checking – Ephrata National Bank	\$0.00

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

Denise presented Payment Requisition #5 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$1,173,319.48. Scot Ash made a motion to approve the WWTF & System Project Payment Requisition #5 in the amount of \$1,173,319.48, seconded by Jason Firestine. Motion carried unanimously.

ENGINEER'S REPORT:

Dan presented current drone footage of the construction site for the wastewater treatment facility (WWTF). The footage showed the concrete footer/foundation walls for the WWTF control building as well as the under-floor piping that has been installed. The base slab for the headworks building wet well has been completed. Electrical conduit is currently being installed.

Dan Becker reported:

WWTP & Collection System: Dan explained that it will soon be time to select colors for the buildings and structures. The board would like Bruce to select the colors. The review of shop drawings is coming to an end. To date, the RFI responses have led to a total contract savings of \$883,245 which includes the elimination of the Frogtown Rd. Pumping Station and the addition of the WWTF Blower Room. HRI has submitted shop drawings for Barnes Pumps. Bruce is familiar with Barnes Pumps and they do meet the specifications. The submission is currently being reviewed. With the elimination of the Frogtown Rd. Pumping Station and the revised pumping configuration, Becker has submitted HOP Supplements to PennDOT and is hoping to get approval to go under the culvert instead of around it. HRI anticipates beginning work in November. Meetings with property owners has slowed down. Dan feels we are ready to send the next letter to the property owners.

Wildflower Ridge: Record drawings have been reviewed. A review letter has been issued with a few items to be addressed.

Timberline Estates: Becker has tried following up with the developer but has received no response.

Danco: The record drawings have been received and Becker recommends releasing the financial security. Gene Pierce made a motion to release the remaining \$35,060.00 of sanitary sewer and water financial security as well as any escrow to the developer, seconded by Scott Marburger. Motion carried unanimously.

Lighthouse Assembly of God – Becker attended a pre-construction meeting on Oct. 4th. There are still several items outstanding but they don't anticipate any sewer work until Spring 2023.

Shady Maple RV Expansion: Revised drawings were received on Oct. 3rd and are in the process of being reviewed.

Turkey Hill – Sanitary sewer and water design drawings were received Sept. 30th and are in the process of being reviewed.

1340 Union Grove Rd. – The property owner is building a house with a holding tank until they are able to connect to the new system. Becker provided information to the property owner's consultant regarding PADEP Planning requirements.

Lot 14 Earland Dr. – Frank sent a letter to the developer's consultant on Sept. 29th detailing the alternatives available to the property owner for retaining sanitary sewer and water capacity.

Burkholder Trailer – Record Drawings are still needed.

SOLICITOR'S REPORT:

Frank presented a report via email. He noted in his report that he has been in communication with Becker regarding the easements and dedications for Timberline Estates development. He has also worked on a Lateral Installation Agreement for the Shady Maple RV Expansion Project. A drafted agreement was provided to the board for approval. Scot Ash recused himself from the discussion and any vote on this subject. Gene Pierce made a motion to approve the drafted Lateral Installation Agreement, seconded by Harold Kilhefner. Motion carried.

Frank also prepared a legal analysis as to how the contract price needed to be adjusted in regards to removing the Frogtown Rd. Pumping Station. He also reviewed the claim by Shannon A. Smith and responded with his review as to how to address the contractor's claim for overhead and profit on the Frogtown portion of its contract with WVA.

A response was sent to the engineering firm representing the developer for Lot #14 of Earland Business Park. The response also included an invoice for all accrued water and sewer user fees owed since it reserved the capacity in the system. The assessment of user fees is based upon policies adopted by both BBWA and EESA and incorporated into the policies of the WVA.

A Farm Lease Agreement was drafted for the Frogtown Rd. Pumping Station property and forward to the Zimmerman's for signature.

OPERATIONS REPORT:

Bruce reported that Tyler Gillenwaters has worked well for them this season and he would like to offer him full-time employment. Bruce and Denise looked at the current accounts compared to budgets and the budget would be able to afford hiring him this year if the board would approve. Terry Zook made a motion to hire Tyler Gillenwaters as a full-time employee and waive the 90-day probationary period, seconded by Scott Marburger. Motion carried unanimously.

Bruce received two quotes to repair the leaking valve stem in Terre Hill. Pact quoted him \$17,000 and Fidelity quoted him \$20,000. It was noted that projects over \$11,800 require at least three telephone quotes. Bruce will get a third quote. Due to the emergency nature of the repair, Gene Pierce made a motion to add authorizing the acceptance of a quote to the agenda, seconded by Scot Ash. Motion carried unanimously. Harold Kilhefner made a motion for Bruce to accept the lowest of three quotes not to exceed \$18,000 to repair the leaking valve in Terre Hill, seconded by Scott Marburger. Motion carried unanimously.

Bruce also reported that the fifth lead and copper samples since beginning the ortho-phosphate came back and one sample was just barely over the action level.

Having no further business, Jason Firestine moved to adjourn the meeting at 7:54, seconded by Terry Zook. The next meeting will be held on November 14, 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