

# WEAVERLAND VALLEY AUTHORITY

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

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## BOARD MEETING AGENDA

December 12, 2022

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### 1. OPEN MEETING

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

### 2. REPORTS OF COMMITTEES & OTHERS

#### A. Correspondence

Action Items:

- a. Becker Engineering 2023 Rates
- b. Penalty Waiver Request – 1035 E. Main St., New Holland
- c. Penalty Waiver Request – 1254 Springville Rd., New Holland
- d. Penalty Waiver Request – 1268 Edgewood Dr., New Holland
- e. Request to return 1 EDU of Water and Sewer Capacity – 422 Maple St., Terre Hill
- f. Request to reduce charges due to leak – 910 E. Main St., New Holland

#### B. **Administrative Report**—*Denise Bensing*

Action Items:

- a. Twin Springs mowing rate for 2022

#### 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. Shady Maple RV - Sanitary sewer and water facility design and Lateral Agreement
- b. Blue Ball Water System Construction Schedule

#### E. **Solicitor's Report**—*Frank Mincarelli*

#### F. **Operations Report**—*Bruce Crabb*

### 3. NEW BUSINESS

Action Items:

- A. Water Lateral Installation Agreement – Aaron & Arlene Hurst, 1340 Union Grove Rd.
- B. 2023 Meeting Dates

### 4. OLD BUSINESS

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

Action Items:

- C. 2023 Water & Sewer Rates
- D. 2023 Budgets

### 5. ADJOURN

# Weaverland Valley Authority

## Meeting Minutes

### December 12, 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 December 12, 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, Scott Marburger, Gene Pierce, Jason Firestine, Terry Zook and Randy Miller(online). Also, present were Dan Becker, Becker Engineering; Rob Hallman, Becker Engineering; Bruce Crabb, Operations Supervisor; and Denise Bensing, Administrator.

**MINUTES:** A motion was made by Gene Pierce, seconded by Harold Kilhefner, that the minutes of the November 14, 2022 meeting be approved as submitted. The motion carried unanimously.

#### **CORRESPONDENCE:**

1. M.J. Reider lab reports (Shady Maple) November. There will be no surcharge for November.
2. Hershey Surveying (Wildflower Phase 2) – Response to Sept. 15, 2022 review letter.
3. Becker Engineering – Shady Maple RV Review letter #4.
4. Becker Engineering – 2023 Proposed Hourly Rates.
5. Penalty Waiver Request, 1268 Edgewood Dr. – Harold Kilhefner made a motion to waive the penalty, seconded by Terry Zook. Motion carried unanimously
6. Penalty Waiver Request, 1035 E. Main St. – Jason Firestine made a motion to waive the penalty, seconded by Scott Marburger. Motion carried unanimously.
7. Penalty Waiver Request, 1254 Springville Rd. – Gene Pierce made a motion to waive the penalty, seconded by Scot Ash. Motion carried unanimously.
8. Storb, 422 Maple St., Terre Hill – Property owner, Storb Dental, has requested to remove the water and sewer capacity for the apartment unit upstairs. The apartment has been unoccupied since 2012 with no plans for a new tenant. The board discussed the requirements for allowing capacity to be returned/relinquished. The board also discussed making sure the property owner knows the repercussions for relinquishing the additional capacity. The board directed Denise to write a letter to the property owner and request that the property owner verify they would like to relinquish capacity.
9. Lighthouse Church – The property owner is requesting an adjustment to the 3<sup>rd</sup> quarter bill for their rental property located at 910 E. Main St., East Earl. Denise explained that there was a leaking toilet which resulted in a bill four times the normal amount. Due to the fact that the water that was used also was disposed of into the sewer system, there was no credit due for sewer use. Gene Pierce made a motion to deny the request for a credit but to give them six months to pay the charges and if paid in six months, the penalty charge will be waived, seconded by Terry Zook. Motion carried unanimously.

#### **ADMINISTRATIVE REPORT:**

Twin Springs Mowing Rate – Denise explained that a bill has not yet been received for the mowing at Twin Springs. Horning Manufacturing does that mowing and Leon Horning asked if it would cause a hardship for the Authority if he would charge \$30 per mowing instead of \$20 per mowing. Scot Ash made a motion to approve the mowing rate of \$30 per mowing for Twin Springs, seconded by Jason Firestine. Motion carried unanimously.

**FINANCIAL REPORT:**

The Financial report was read with \$110,592.90 (Sewer \$85,791.92 Water \$24,800.98) in bills for approval.

Water & Sewer Collection Fund	\$8,338.99
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$963,849.23
FDIC Insured Sweep Account - Sewer	\$3,214,268.93
Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,027,914.78
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 Gene Pierce. Motion carried unanimously.

Denise presented Payment Requisition #7 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$1,150,499.12. Gene Pierce made a motion to approve the WWTF & System Project Payment Requisition #7 in the amount of \$1,150,499.12, seconded by Terry Zook. Motion carried unanimously.

**ENGINEER’S REPORT:**

Rob presented current drone footage of the construction site for the wastewater treatment facility (WWTF). The new access drive has been roughed in and the box culvert will be delivered December 13<sup>th</sup>. The scour walls for the box culvert have been poured and the western BMP Infiltration Bed is installed. The first third of the wall panels will start being delivered. HRI started boring for rock on Dec. 5<sup>th</sup>. The control building slab has been poured and the majority of the masonry walls are constructed.

**Dan Becker** reported:

WWTP & Collection System: Becker continues to receive shop drawings but should be nearing the end. The HOP supplements/time extensions were received from PennDOT. On Nov. 29<sup>th</sup>, Becker met with approximately 40 residents who live along Rt. 625 as well as business owners to discuss and review the closure of Rt. 625.

Wildflower Ridge: The Record Drawings have been received and are being reviewed.

ETSA Septage Receiving Station: The facility continues to bring in revenue of approximately \$12,000-\$15,000 monthly.

New Holland Borough Authority Flow Restriction: Becker contacted the Borough manager, Dick Fulcher, and was assured the WWTF Operator will respond to the meeting request after she is back from vacation.

Shady Maple RV Expansion: Scot Ash recused himself from the conversation. A review letter was issued on Nov. 25<sup>th</sup> and they recommend approval of the design. Gene Pierce made a motion to approve the sanitary sewer and water facility design and authorize execution of the Lateral Agreement as noted in the November 25, 2022 review letter, seconded by Jason Firestine. Scot Ash recused himself from voting. Motion carried.

Verizon: There is a site meeting scheduled to review the proposed facilities.

PA Auction Center: The work on this project was on hold because when they started filling the tank, there was a leak. It was noted that they need the tank for their fire suppression. They are deciding if they are going to repair the tank or replace it.

Blue Ball Water System: PennVEST requested a bidding and construction schedule to connect the Twin Springs Well to the Authority system. The board had no objection to the schedule presented.

Dan noted that he will be attending the Dec. 13<sup>th</sup> County Commissioner work session with Ken and Denise. The commissioners will be discussing the distribution of the County ARPA funds.

**SOLICITOR’S REPORT:**

Frank presented a report via email. He noted in his report that he provided dedication documents to the attorney for the developer of Wildflower Ridge and reviewed draft documents from the developer.

Frank revised a Lateral Installation Agreement for the Aaron Hurst property located at 1340 Union Grove Rd. He also prepared a draft service agreement for Turkey Hill.

Frank prepared a license agreement permitting Verizon to install telecommunications equipment on the Blue Ball water tower and forwarded the draft to the Verizon rep for review. New Employee Leasing Agreements were prepared for Ellie, Kenny, and Tyler. The agreements were given to the Township for review and action.

**OPERATIONS REPORT:**

Bruce reported that he had nothing specific to report.

**NEW BUSINESS:**

Water Lateral Installation Agreement for Aaron & Arlene Hurst: This agreement is necessary for the Hurst's to connect to the Authority's water system. Gene Pierce made a motion to execute the Water Lateral Installation Agreement for Aaron & Arlene Hurst, seconded by Scott Marburger. Motion carried unanimously.

2023 Meeting Dates – Denise distributed the meeting dates for 2023. Gene Pierce made a motion to approve the 2023 Meeting dates for advertisement, seconded by Jason Firestine. Motion carried unanimously.

**UNFINISHED BUSINESS:**

2023 Water & Sewer Rates – The proposed 2023 rates were distributed in November. There were no questions regarding the proposed rates. Gene Pierce made a motion to set the 2023 water rates at \$64.00 per EDU per quarter and \$3.15/1,000 gallons and the sewer rates at \$163.00 per EDU per quarter and \$8.45/1,000 gallons and a sewer flat rate of \$290.00 for non-metered customers, seconded by Harold Kilhefner. Motion carried unanimously.

2023 Budgets – The budgets were distributed in November. There were no questions regarding the budgets. Gene Pierce made a motion to approve the 2023 budgets as presented at the Nov. 14<sup>th</sup> meeting, seconded by Scot Ash. Motion carried unanimously.

Gene Pierce made a motion to approve the water and sewer budget for 2022, seconded by Scott Marburger. Motion carried unanimously.

Having no further business, Jason Firestine moved to adjourn the meeting at 8:05, seconded by Harold Kilhefner. The next meeting will be held on January 9, 2023 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