

WEAVERLAND VALLEY AUTHORITY

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

BOARD MEETING AGENDA

January 9, 2023

1. OPEN MEETING

A. Reorganization of the Board

Chairperson (Currently Ken Witmer – Term expires 12/31/2025)
Vice-chairperson (Currently Harold Kilhefner – Term expires 12/31/2025)
Secretary (Currently Terry Zook – Term expires 12/31/2023)
Treasurer (Currently Scot Ash – Term expires 12/31/2027)
Asst. Secretary (Currently Randy Miller – Term expires 12/31/2023)
Asst. Treasurer (Currently Gene Pierce – Term expires 12/31/2024)
Member (Scott Marburger – Term expires 12/23/2024)
Member (Jason Firestine – Term expires 12/31/2026)

Appointments

Authority Solicitor (Currently Frank Mincarelli – Blakinger Thomas Law Firm)
Operational Engineer – (Currently Dan Becker – Becker Engineering)
Auditor (Currently – Maher Duessel)

B. Minutes approval (December 12th)

C. Public Comment (public comment otherwise at time of each agenda item)

2. REPORTS OF COMMITTEES & OTHERS

A. Correspondence

B. Administrative Report—*Denise Bensing*

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. Authorize public bidding of the Twin Springs well project

E. Solicitor's Report—*Frank Mincarelli*

F. Operations Report—*Bruce Crabb*

3. NEW BUSINESS

Action Items:

- A. Resolution 2023-01 Ratify 2023 Budget adopted at the Dec. 12, 2022 meeting
- B. Resolution 2023-02 Ratify 2023 Sewer Rates adopted at the Dec. 12, 2022 meeting
- C. Resolution 2023-03 Ratify 2023 Water Rates adopted at the Dec. 12, 2022 meeting
- D. Revised Employee Leasing Agreement – Elizabeth Fisher
- E. Employee Leasing Agreement – Kenneth Kirkner
- F. Employee Leasing Agreement – Tyler Gillenwater

4. OLD BUSINESS

A. Storb, 422 Maple St. – request to relinquish 1 EDU of water and sewer capacity

Action Item: Approve or deny relinquishment of EDU's for 422 Maple St.

B. Sunset Ave. St. - Line Replacement (Water)

C. Frogtown Rd. Pump Station Property – Farm lease Loren Zimmerman

5. ADJOURN

Weaverland Valley Authority

Meeting Minutes

January 9, 2023

The Board of the Weaverland Valley Authority (“Authority”) met at the East Earl Township building 4610 Division Hwy, East Earl, Lancaster County, Pennsylvania on January 9, 2023. Denise Bensing served as temporary chairperson and called the meeting to order at 6:37 p.m.

The following Board members were present: Kenneth Witmer, Harold Kilhefner, Gene Pierce, Scott Marburger, Scot Ash, Terry Zook, and Jason Firestine. Also, present were Rob Hallman, Becker Engineering; Bruce Crabb, Operations Supervisor and Denise Bensing, Administrator. Also, joining the meeting (via Zoom) at approximately 7:20 p.m. was Dan Becker with Becker Engineering.

Reorganization for the year of 2023 for the Authority was as follows: Gene Pierce made a motion to nominate the same officers for 2023, seconded by Jason Firestine. Motion carried unanimously.

Ken Witmer then presided over the meeting:

Gene Pierce made a motion to appointment Frank Mincarelli, Blakinger Thomas as the Authority solicitor for 2023 seconded by Scott Marburger. Motion carried unanimously.

Gene Pierce made a motion to appointment Dan Becker, Becker Engineering as the Authority engineer for 2023 seconded by Scott Marburger. Motion carried unanimously.

Gene Pierce made a motion to appointment Maher Duessel as the Authority auditor for 2023 seconded by Jason Firestine. Motion carried unanimously.

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

CORRESPONDENCE:

1. M.J. Reider lab reports (Shady Maple) December - There will be no surcharge for December.
2. Becker Engineering – Wildflower Ridge Record Drawing Review #3.
3. Becker Engineering – 329 Broad St. sewer plan review #1.

ADMINISTRATIVE REPORT:

Lancaster County ARPA Application – Denise reported that County approved giving the Authority a grant in the amount of \$466,682 for the Twin Springs well project. There will be agreements to be signed at the February meeting.

Earland Dr. Lot 14 – Frank sent a letter notifying them that it was assumed that they returned the purchased capacity in 2018 when the Authority was notified that they were not moving forward with the project. Frank explained to them that they either need to repurchase the capacity or pay the water and sewer charges that would be due in order to retain the capacity. Denise received a check for the water and sewer charges.

Sewer Easement Agreements: Sewer Easement Agreements for the project are starting to come in.

FINANCIAL REPORT:

The Financial report was read with \$159,891.16 (Sewer \$134,887.51 Water \$25,003.65) in bills for approval.

Water & Sewer Collection Fund	\$2,635.78
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$922,971.16
FDIC Insured Sweep Account - Sewer	\$3,206,088.40

Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,028,657.10
Joint WWTP Business Checking – Fulton Bank	\$2,500.00
Joint WWTP Business Checking – Ephrata National Bank	\$0.00

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

Denise presented Payment Requisition #8 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$1,099,875.20. Jason Firestine made a motion to approve the WWTF & System Project Payment Requisition #8 in the amount of \$1,099,875.20, seconded by Gene Pierce. Motion carried unanimously.

ENGINEER’S REPORT:

Rob presented current drone footage of the construction site for the wastewater treatment facility (WWTF). Pact2 has roughed in the new access drive utilizing compacted 2A modified stone. The remaining 2A modified stone and asphalt paving will be placed this summer. The farmhouse drive will stop being used on Jan. 13th. PennDOT HOP supplements submitted on Dec. 22nd to make Rt. 625 one way north bound have not yet been approved. Residents will be notified either personally or by email when this is in effect. The SBR, Digester and Post EQ Tanks are currently being erected.

Dan Becker reported:

WWTP & Collection System: Pact 2 is making a lot of progress. HRI is waiting on the manholes to arrive before the beginning line installation.

Wildflower Ridge: There are still a couple of items to be addressed prior to considering dedication.

Timberline Estates: Michael Smucker, 1334 Sheep Hill Rd., would like to connect to a line that is privately owned by David Zimmerman. Until the easement is owned by the Authority, this cannot be done. Dan feels Mr. Smucker would be able to connect to the force main on Sheep Hill Rd. with a grinder pump. Dan suggested that Mr. Smucker meet with the Authority to review options for connection to the force main and provide a sketch of his proposed sewer facilities for the Authority’s review.

New Holland Borough Authority Flow Restriction: There is a meeting scheduled with New Holland Borough on Jan. 20th.

329 Broad St., Terre Hill: The sanitary sewer and water facility design drawings were reviewed and a review letter was issued Dec. 28th.

Verizon: Mark Homan met with Bruce and Verizon on Jan. 6th. Verizon will provide the Authority with two proposed layouts.

Terre Hill Water System: Becker met with SRBC. SRBC wants the Authority to obtain additional monitoring data for Well 6. Without the data, SRBC will reduce the withdrawal rate by 50%.

Blue Ball Water System: The Township has committed \$100,000 of their ARP funds to go toward the project to connect the Twin Springs well to the rest of the Blue Ball system. The County approved a grant of \$466,682 for the project. Dan prepared a preliminary cash flow analysis for the project and with projecting a 2% rate increase each year, the PennVEST debt service for this project does not appear to require an additional rate increase. Dan reviewed the Bidding and Construction schedule which includes advertising for bids on March 7th. He explained that the board can approve authorizing to bid tonight or wait until the February meeting. Jason Firestine made a motion to authorize public bidding for the Twin Springs well project, seconded by Terry Zook. Motion carried unanimously.

Burkholder Trailer: The developer submitted Record Drawings. Becker reviewed them and there were a few minor comments.

SOLICITOR’S REPORT:

Frank presented a report via email. He noted in his report that he replied to several emails regarding dedication of the Wildflower Ridge development. He also worked with the Authority and the engineer on drafting the Agreement for the Shady Maple RV expansion project.

Frank engaged in numerous emails and phone calls concerning potential claim from Contract #1 for the elimination of the Frogtown Rd. pumping station. He also reviewed emails concerning Contract #2.

Frank assisted Denise in the correct acknowledgment and notarization of certain easement agreements being signed by persons with powers of attorney for the landowner.

OPERATIONS REPORT:

Bruce reported that he had nothing specific to report.

NEW BUSINESS:

Resolution 2023-01 Ratify 2023 Budget: Gene Pierce made a motion to ratify the 2023 budget adopted at the Dec. 12, 2022 meeting, seconded by Scott Marburger. Motion carried unanimously.

Resolution 2023-02 Ratify 2023 Sewer Rates: Gene Pierce made a motion to ratify the 2023 sewer rates adopted at the Dec. 12, 2022 meeting, seconded by Harold Kilhefner. Motion carried unanimously.

Resolution 2023-03 Ratify 2023 Water Rates: Gene Pierce made a motion to ratify the 2023 water rates adopted at the Dec. 12, 2022 meeting, seconded by Harold Kilhefner. Motion carried unanimously.

Revised Employee Leasing Agreement - Elizabeth Fisher: Harold Kilhefner made a motion to approve the revised Employee Leasing Agreement for Elizabeth Fisher, seconded by Scott Marburger. Motion carried unanimously.

Employee Leasing Agreement – Kenneth Kirkner: Harold Kilhefner made a motion to approve the Employee Leasing Agreement for Kenneth Kirkner, seconded by Jason Firestine. Motion carried unanimously.

Employee Leasing Agreement – Tyler Gillenwater: Harold Kilhefner made a motion to approve the Employee Leasing Agreement for Tyler Gillenwater, seconded by Terry Zook. Motion carried unanimously.

UNFINISHED BUSINESS:

Storb, 422 Maple St. – Denise reported that a letter was sent to the property owner to make them aware of impact of relinquishing their additional water and sewer capacity. The property owner contacted Denise and verified that they would still like to relinquish the capacity. Gene Pierce made a motion to approve the relinquishment of 1 water and 1 sewer EDU for 422 Maple St., seconded by Harold Kilhefner. Motion carried unanimously.

Having no further business, Jason Firestine moved to adjourn the meeting at 7:55, seconded by Terry Zook. The next meeting will be held on February 13, 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