

# WEAVERLAND VALLEY AUTHORITY

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

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## BOARD MEETING AGENDA

February 12, 2024

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### 1. OPEN MEETING

- A. **Minutes approval (January 8th)**
- B. **Public Comment** (public comment otherwise at time of each agenda item)

### 2. REPORTS OF COMMITTEES & OTHERS

#### A. Correspondence

Action Items:

- a. L.A.B.S. 2024 Price Proposal

#### 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
- c. Approve Twin Springs Connection Payment Requisition

#### D. **Engineer's Report**—*Becker Engineering*

Action Items:

- a. Ratify execution of the NPDES Permit Renewal Application and payment of fee to LCCD.
- b. Approve Contract 5 Change Order 4.
- c. Authorize Financial Security Reduction for 322 Properties.
- d. Discuss Blue Ball Water System Tapping Fee
- e. Discuss Terre Hill Water System Tapping Fee
- f. Approve, Report, and Authorize Submission of NHBA Chapter 94 Report to NHBA
- g. Approve, Report, and Authorize Submission of ETSA Chapter 94 Report to ETSA
- h. Terre Hill Well #6 – Recommend proceeding with SRBC Option #1

#### E. **Solicitor's Report** – *Susan Peipher*

#### F. **Operation's Report**—*Bruce Crabb*

#### G. **Day-to-Day Committee** – *Scott Marburger*

- a. Recommendation for temporary administrative help
- b. Recommend Daryl Peck assist with closing with USDA

### 3. NEW BUSINESS

Action Items:

- a. Capacity Allocation – Allow staff to “approve” single EDU users. If non-residential requires more than 1 then board should approve.
- b. 1421 Union Grove Rd. – Connection Hardship
- c. Evaluation of Committees
- d. Denise Bensing wage increase

### 4. OLD BUSINESS

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

### 5. ADJOURN

# Weaverland Valley Authority

## Meeting Minutes

February 12, 2024

The Board of the Weaverland Valley Authority (“Authority”) met at the East Earl Township building 4610 Division Hwy, East Earl, Lancaster County, Pennsylvania on February 12, 2024. Chairman Harold Kilhefner called the meeting to order at 6:30 p.m.

The following board members were present: Kenneth Witmer, Harold Kilhefner, Terry Zook, Craig Tomlinson, Gene Pierce, Jason Firestine, Scott Marburger, & Randy Miller. 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 Terry Zook, that the minutes of the January 8, 2024 meeting be approved as submitted. The motion carried unanimously.

### **CORRESPONDENCE:**

1. M.J. Reider lab reports (Shady Maple) January weekly lab results. There will be no surcharge for January.
2. Becker Engineering – Lighthouse Assembly of God review letter #1.
3. L.A.B.S 2024 prices – Gene Pierce made a motion to approve the L.A.B.S. 2024 prices and sign the form, seconded by Jason Firestine. Motion carried unanimously.

### **FINANCIAL REPORT:**

The Financial report was read with \$181,630.78 (Sewer \$134,538.56 Water \$47,092.22) in bills for approval.

Water & Sewer Collection Fund	\$39,746.00
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$1,061,033.15
ENB Checking – Twin Springs Project	\$474,882.00
FDIC Insured Sweep Account - Sewer	\$4,655,346.83
Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,044,105.65
Joint WWTP Business Checking – Fulton Bank	\$0.00
Joint WWTP Business Checking – ENB	\$61,090.73

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

Denise presented Payment Requisition #21 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$915,617.36. Gene Pierce made a motion to approve the WWTF & System Project Payment Requisition #21 in the amount of \$915,617.36, seconded by Scott Marburger. Motion carried unanimously.

Dan presented Payment App. #2 for the Twin Springs Well Connection project. The amount of the requested loan advance is \$13,500.00. Gene Pierce made a motion to approve the Twin Springs Well Connection Payment App. #2 in the amount of \$13,500.00, seconded by Scott Marburger. Motion carried unanimously.

### **ENGINEER’S REPORT:**

**Dan Becker** reported:

**CA/CM:** Pact continues to address startup issues, punch list items, and site grading. Pact submitted their Certificate of Substantial Completion. As directed at the January 2024 meeting, Becker issued liquidated damages correspondence to Contractor for contracts 1, 2, and 3. HRI continues to install LPSS laterals and grinder pumps. HRI has not provided a new substantial completion date to be used to execute the required Change Order Time Extension. HRI has requested another meeting with the Authority for the week of February 19<sup>th</sup>. There have been numerous small claims for damage that have not been addressed by HRI. There have also been some vehicle damage claims due to failure of temporary paving along SR 023

during a heavy rain event. Dan recommends paying those claims then back charging HRI. BSI recently corresponded with Becker indicating they may consider withdrawing some of the claims provided the Authority does not impose liquidated damages.

Becker continues to work on the sound issues. The roof sound panels have been ordered and are expected to be delivered in March. Gene feels we should get a baseline for the sound prior to the installation of the panels.

Becker prepared the project NPDES permit extension. Gene Pierce made a motion to ratify the execution of the renewal application by the Authority Chairman and payment of \$1,500 to LCCD Clean Water Fund, seconded by Terry Zook. Motion carried unanimously.

A letter was sent to East Earl Township recommending the connection notices be sent to approximately 63 properties. The Township supervisors agreed to the Authority's recommendation and are in the process of issuing those notices.

Becker received an executed change order from Rogers Mechanical (Contract 5) which adjusts the final contract price and extends the completion dates. Rand Miller made a motion to execute Contract 5 Change Order 4 which increases the contract value by \$1,693.00 and extends the substantial completion date to December 4, 2023, seconded by Jason Firestine.

322 Properties: The developer requested a reduction of the financial security from \$178,750.00 to \$74,910.00. Becker recommends the Authority authorize this request. Craig Tomlinson made a motion to authorize a reduction of the sanitary sewer and water facility financial security from \$178,500.00 to \$74,910.00, seconded Scott Marburger. Motion carried unanimously.

Sauder Hardscape: The developer's consultant provided an updated sketch plan of the proposed field adjustment to the proposed sanitary sewer and water facility laterals. Becker is in the process of reviewing.

Water System Tapping Fees: Dan updated the calculations and the maximum allowable water system tapping fee for the Blue Ball system is \$8,379 and for the Terre Hill system is \$4,657. The board was in agreement to increase East Earl to \$8,300 and Terre Hill to 4,600. Susan will prepare the resolutions for the March meeting.

NHBA Chapter 94 Report: Becker prepared the annual Chapter 94 Report for New Holland Borough Authority. Jason Firestine made a motion to approve the 2023 Chapter 94 Report and authorize submission to New Holland Borough Authority, seconded by Craig Tomlinson. Motion carried unanimously.

Earl Township Sewer Authority Chapter 94 Report: Becker prepared the annual Chapter 94 Report for Earl Township Sewer Authority. Randy Miller made a motion to approve the 2023 Chapter 94 Report and authorize submission to Earl Township Sewer Authority, seconded by Scott Marburger. Motion carried unanimously.

New Holland Borough Authority 2023 Flow/Cost Reconciliation: Becker reviewed the Jan. 11, 2024 invoice based on actual cost and flow. An additional \$8,545.65 will be due with the 2024 first quarterly invoice.

SRBC/DEP Permitting and Compliance:

Terre Hill System: After reviewing the options provided by SRBC, Becker recommends Option 1 which would have SRBC to continue to review AHE, pursue of well #6 and obtain grandfathered status for wells #1 and #3. Gene Pierce made a motion to move forward with Option 1, seconded by Scott Marburger. Motion carried unanimously.

Water Storage Tank Rehabilitation: The County Commissioners listed the request for funding as a tier 3 project and made a comment that they already provided funding the Authority in the amount of \$466,000 for a separate project. Dan will attend the next county commissioners meeting.

**SOLICITOR'S REPORT:**

Susan reported that she met with Rob to discuss issues with the project. She would suggest meeting in an executive session in the future.

**OPERATION'S REPORT:**

Bruce reported that during a rain event on Feb. 9<sup>th</sup>, there were running two pumps at 60hz for multiple storm mode cycles. The programming was updated by Aqua. Bruce is also working with The Meter Guy to install Sensaphone Sentinel Pro for the alarm system. Aqua is also working on the PLC system. Currently, they have been removing sludge from the tanks at the Terre Hill wastewater treatment plant. After removing the grit, Kline's will pressure wash the tanks. The generator has been moved to the EQ station. Removal of the reed beds has also begun.

**DAY-TO-DAY COMMITTEE:**

Ken reported that the committee met and discussed the following:

Temporary Clerical Help: Ellie will be on maternity leave beginning sometime in mid-March. The committee interviewed people who would be interested in a temporary position to fill-in while Ellie is out. This position would continue to be shared with the Township. The committee recommends offering a temporary part-time position to Cheryl Campbell at a rate of \$20.00/hour. The committee also recommends that if Ellie decides to not return, the committee would

reinterview for the permanent full-time position. Gene Pierce made a motion to hire Cheryl Campbell for the part-time temporary position at a rate of \$20.00/hour beginning March 4, 2024, seconded by Terry Zook. Harold Kilhefner abstained. Motion carried.

Daryl Peck's Assistance with USDA Closing: Closing with USDA is expected to be in May 2024. Daryl Peck provided an estimate not to exceed \$6,000 for his assistance. A list of what he would provide was given to the board. The committee did not have a recommendation. The board questioned the amount of the estimate and would like to know if there is an hourly rate for his services. Denise will contact him for an hourly rate.

**NEW BUSINESS:**

Capacity Allocation: Dan explained that there will be numerous Service Applications received as properties connect as part of the project. Many of these applications will be residential or non-residential requiring only one EDU. Dan recommended the board allow staff to approve single EDU users without coming to the board. Jason Firestine made a motion to allow staff to approve single EDU users for this project. If the user is a non-residential user requiring more than one EDU the board must approve, seconded by Scott Marburger. Motion carried unanimously.

1421 Union Grove Rd. Connection Hardship: Denise explained that this is the property that had an explosion approximately a year ago. The property owner has not yet rebuilt and is currently living in a travel trailer on the property. There has also been some medical issue. Very recently, the property owner passed away. Dan explained that although the connection requirement is a Township requirement, he would recommend having Denise send the Township a letter recommending they not issue a connection notice for this property at this time. Gene Pierce made a motion to recommend to the Township that they not issue the connection notice for 1421 Union Grove Rd. at this time, seconded by Jason Firestine. Motion carried unanimously.

Evaluation of Committees: Harold explained that currently we have two committees (Budget & Day-to-Day). He feels we have moved passed the needs of the Day-to-Day Committee. He would recommend possibly having an Operations & Personnel Committee. The board decided to form an Operations & Personnel Committee consisting of Harold, Craig, Scott and Terry. Terry will report for the committee.

Denise Bensing Wage Increase: Harold reported that the board met in an executive session after the January 8<sup>th</sup> meeting to discussed Denise's wages. The board feels a wage increase is warranted based on other salaries. Gene Pierce made a motion to increase Denise's hourly rate to \$32.50 effective Jan. 1, 2024, seconded by Scott Marburger. Motion carried unanimously.

Having no further business, Terry Zook moved to adjourn the meeting at 8:20, seconded by Jason Firestine. The next meeting will be held on March 11, 2024 beginning at 6:30 p.m.

Respectfully submitted,

Denise A. Bensing

Cc: Harold Kilhefner  
Scott Marburger  
Randy Miller  
L. Eugene Pierce  
Kenneth Witmer  
Jason Firestine  
Terry Zook  
Craig Tomlinson  
East Earl Township  
Terre Hill Borough  
Robert Rissler  
Dan Becker, Becker Engineering  
Frank Mincarelli, Blakinger Thomas  
Terry Kauffman