

WEAVERLAND VALLEY AUTHORITY

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

BOARD MEETING AGENDA

April 8, 2024

1. OPEN MEETING

- A. **Minutes approval (March 11th)**
- B. **Public Comment** (public comment otherwise at time of each agenda item)
 - a. William McCarty, Barley Snyder
Action Item – Resolution 2024-02 Authorizing Resolution- USDA Closing

2. REPORTS OF COMMITTEES & OTHERS

A. Correspondence

Action Items:

- a. Concord Public Finance – Engagement letter
- b. CWS, 249 Reading Rd. - Request for waiver tapping fee/connection
- c. L. Martin, 1375 Union Grove Rd. – Request waiver of additional tapping fee
- d. D. Martin, 1445 Main St. – Request waiver of connection requirement for farm house
- e. HRI – Request to work overtime

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

2024 Insurance review

Update on Martin Flooring unbilled charges

Action Item:

- a. Change of Solicitor and Law Firm letter to USDA

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. BSI Change Order 1
- b. 808 E. Main St/108 Short St. connection

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

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

3. NEW BUSINESS

Action Item:

- A. Addendum to Sewer Easement Agreement
- B. Computer/IT needs

4. OLD BUSINESS

- A. Sunset Ave. St. - Line Replacement (Water)
- B. G. Fisher Damage Claims

5. ADJOURN

Weaverland Valley Authority

Meeting Minutes

April 8, 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 April 8, 2024. Chairman Harold Kilhefner called the meeting to order at 6:35 p.m.

The following board members were present: Kenneth Witmer, Harold Kilhefner, Terry Zook, Craig Tomlinson, Gene Pierce, Jason Firestine, & Scott Marburger. Also, present were Susan Peifer, Appel, Yost & Zee Law Firm; Dan Becker, Becker Engineering; Rob Hallman, Becker Engineering; Bruce Crabb, Operations Supervisor; and Denise Bensing, Administrator.

PUBLIC COMMENT:

William McCarty, Barley Snyder – William McCarty presented Resolution 2024-02 Authorizing Resolution for the USDA Closing. The closing date is scheduled to be May 23rd with a pre-closing scheduled for May 16th. Gene Pierce made a motion to adopt resolution 2024-02, seconded by Craig Tomlinson. Motion carried unanimously.

MINUTES: A motion was made by Gene Pierce, seconded by Craig Tomlinson, that the minutes of the March 11, 2024 meeting be approved as submitted. The motion carried unanimously.

CORRESPONDENCE:

1. Dale Zimmerman, 1445 Main St.- Mr. Zimmerman requested a waiver from connecting the farmhouse on this property. Mr. Zimmerman explained that there is a house located within 150 feet of the road and he realizes it must connect but the farmhouse is 268 feet off the road. The board explained to Mr. Zimmerman that the connection ordinance is an East Earl Township ordinance. It was also explained to Mr. Zimmerman that the 2nd Class Township Code requires all buildings on a property to connect. The board directed Mr. Zimmerman to make their appeal to East Earl Township. Gene Pierce made a motion to recommend to East Earl Township that they consider these requests on a case-by-case basis, seconded by Terry Zook. Motion carried unanimously.
2. Concord Public Finance – Engagement letter for closing with USDA. Jason Firestine made a motion to sign the engagement letter for Daryl’s services at a rate of \$225 per hour not to exceed \$6,000, seconded by Scott Marburger. Motion carried unanimously.
3. Conestoga Wood Specialties (CWS), 249 Reading Rd. – CWS is requesting a waiver from connecting the property at 249 Reading Rd. As part of the purchase agreement for this property, the house is to remain until the current occupant no longer lives there (The Current occupant is 95 years old). When the house is no longer occupied, CWS will demolish the house and any out buildings and return the property to grass. Scott Marburger made a motion to recommend to East Earl Township that they consider this waiver, seconded by Jason Firestine. Motion carried unanimously.
4. LM Auto Body/Luke Martin, 1375 Union Grove Rd. – This property contains a house and body shop. Mr. Martin has stated that he is the only employee in the body shop and he uses very little water. Mr. Martin is requesting an exemption from being required to purchase two EDUs. The Authority’s Rules and Regulations required both uses have their own capacity. The requirement for two EDUs is because of two uses not based on the amount of water used. The board decided to table a decision until the May 13th meeting and have Bruce visit the property and look at the configuration of his plumbing.
5. HRI, Inc. Overtime Request – HRI is requesting to work in excess of 40 hours per week. Dan explained that if HRI works overtime, that will cause Becker to work longer also. Gene Pierce made a motion to approve HRI’s overtime request, seconded by Jason Firestine. Motion carried unanimously.
6. M.J. Reider lab reports (Shady Maple) March weekly lab results. There will be no surcharge for March.
7. PADEP – Partial Operation Permit for the installation of the fire service piping at Twin Springs.
8. SRBC – Granted a time extension for the completion of the withdrawals for Terre Hill Well 4.
9. East Earl Township – The Board of Supervisors received request from some property owners connecting to the public sewer system to use their holding tanks as cisterns. The Board of Supervisors did not approve this use. The Board of Supervisors reviewed the recommendation from the Authority to delay the connection requirement for 1421 Union Grove Rd. The Board of supervisors support this recommendation to delay connection until the Authority determines a time for which this property should be required to connect.

ADMINISTRATIVE REPORT:

Denise reported that the new insurance package was received. The 2024 rates have increased approximately 9%. This increase is consistent or lower than average. Some of the increase is due to the addition of the new WWTP and 7 miles of line that was added with the recent project. Denise noted that the Authority may want to look at the value of the sewer lines that is being insured. The current value being insured is \$2.1M. Denise is working with the insurance agent to review this amount.

Denise sent a letter to Michael Martin (Martin’s Flooring) to follow up on the unbilled water consumption. Denise calculated the amount the amount they owe is \$6,453.22 and provided the amount and calculations to Mr. Martin. Mr. Martin will review the calculations and contact Denise.

Denise explained to the board that Sean McElroy requested a letter from the Authority explaining the of solicitor and law firm. Gene Pierce made a motion to approve and sign the letter, seconded by Craig Tomlinson. Motion carried unanimously.

FINANCIAL REPORT:

The Financial report was read with \$288,968.44 (Sewer \$236,105.66 Water \$52,862.98) in bills for approval.

Water & Sewer Collection Fund	\$18,173.38
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$1,037,416.46
ENB Checking – Twin Springs Project	\$432,132.00
FDIC Insured Sweep Account - Sewer	\$4,911,166.08
Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,06,769.26
Joint WWTP Business Checking – Fulton Bank	\$0.00
Joint WWTP Business Checking – ENB	\$0.00

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

Denise presented Payment Requisition #23 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$205,692.44. Gene Pierce made a motion to approve the WWTF & System Project Payment Requisition #23 in the amount of \$205,692.44, contingent on receiving the signed and notarized payment application from Pact Two, seconded by Jason Firestine. Motion carried unanimously.

ENGINEER’S REPORT:

Dan Becker reported:

CA/CM: HRI resumed construction on SR023 on March 19th. HRI also continues to install LPSS laterals and grinder pumping stations. Becker has submitted an HOP supplement to allow for directional drilling beneath the Cedar Creek culvert.

USDA has agreed to BSI’s Change Order 1 without additional information. BSI has agreed to items noted in Becker’s change order summary if the Authority agrees to not impose liquidated damages. This would result in additional cost of \$192,189.00. However, the cost to relocate the blowers totaled \$280,744.00. Gene Pierce made a motion to authorize change order 1 and agree to not impose liquidated damages against BSI, seconded by Craig Tomlinson. Motion carried unanimously.

The sound and attenuating panels have been installed.

Lighthouse Assembly of God: Becker received revised plumbing plans and issued review comments on March 20th. Becker is in the process of reviewing shop drawings. The church needs to execute the Developer’s Agreement.

Frontier Fiber Optics: Frontier recently contacted the Authority requesting permission to install underground facilities. Frontier was reminded that an escrow must be posted prior to commencement of construction activities.

Sauder Hardscape: Becker received a revised submission on March 19, 2024. The revised submission is in the process of being reviewed.

808 E. Main St/108 Short St.: Becker reviewed the consultant’s submitted proposal requesting the Authority allow the 808 E. Main St. property to be connected to the Authority water system through the 108 Short St. property. Becker has no objection to the request provided an agreement is in place. Gene Pierce made a motion to allow the configuration provided an agreement is prepared, executed, and recorded between the Authority and the property owner detailing the property owner obligations and timing, seconded by Craig Tomlinson. Motion carried unanimously.

Twin Springs Project: The well pump installation is complete. Pipe installation within Ranck Church Rd. & SR023 will be completed in two weeks.

SOLICITOR'S REPORT: Susan reported that she and the board met in and Executive Session prior to the meeting to discuss concerns with contractors.

OPERATION'S REPORT:

Bruce reported the plant is running well. There are still phosphorus issues. The flows have been slightly high especially due to the heavy rain recently.

A water main was repaired on Broad St. Bruce estimates it was leaking approximately 10,000 gallons per day. The Chapter 110 Water Allocation was completed and the Blue Ball system is billing 82% of the water that is being pumped. Terre Hill is billing 79% of the water being pumped. Bruce would like to see the percentages in the 90's but these numbers are ok.

Bruce provided specs and prices for mini-excavators. Bruce would like to get approval to purchase the XCMG Model XE36U22 for \$51,052. This will be added to the May 13th agenda.

NEW BUSINESS:

Addendum to Sewer Easement Agreement: A second Addendum to the Sewer Easement Agreement has been prepared for the additional Sewer Easement Agreements that have been recorded with the original language to add language noting that the Authority would be responsible to restore the properties as they were. Gene Pierce made a motion to execute the addendum to the sewer easement agreement, seconded by Jason Firestine. Motion carried unanimously.

Computer/IT Needs: Denise provided information to the board regarding IT upgrades that are needed. These needs include updating the website, email migration, Office 365, Cirrus backup, Avast Anti-virus, QuickBooks upgrade, and labor. Gene Pierce made a motion to proceed with the necessary IT upgrades with SL Technology not to exceed \$5,000, seconded by Jason Firestine. Motion carried unanimously.

Having no further business, Jason Firestine moved to adjourn the meeting at 8:26, seconded by Terry Zook. The next meeting will be held on May 13, 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
Susan Peipher, Appel, Yost & Zee
Terry Kauffman