

Weaverland Valley Authority

Meeting Minutes

November 7, 2016

The Board of the Weaverland Valley Authority (“Authority”) met at the East Earl Township building 4610 Division Hwy, East Earl, Lancaster County, Pennsylvania on November 7, 2016. Chairman Ken Witmer called the meeting to order at 6:30 p.m. and informed all present that the meeting was being recorded by a resident.

The following Board members were present: Ken Witmer, Harold Kilhefner, Scot Ash, Randy Miller, Gene Pierce, Scott Marburger, & Jerrene Zimmerman. Also present were Bradford J. Harris, Good & Harris LLP; Julian Mazero, ELA; and Denise Bensing, Administrative Assistant.

MINUTES: A motion was made by Gene Pierce and seconded by Randy Miller, that the minutes of the October 3, 2016 meeting be approved as submitted. The motion carried unanimously.

PUBLIC COMMENT:

Dave Horst wanted to make sure the board members from Terre Hill were aware that the East Earl Sewer Authority was very prepared for the future and could have served Goodville with the capacity that was available at Earl Township but the previous supervisors wanted a treatment plant. Since all the residents of Terre Hill have capacity in their system, the new tapping fees for the new plant will come from residents of East Earl. Mr. Horst is hoping the quarterly fee will carry the weight of the cost for the treatment plant. Ken explained to Mr. Horst that the board is committed to make the best of the situation and they will try to make all decisions as cost effective as possible. Ken also explained that although the rate study will be expensive, he feels it important.

FINANCIAL REPORT:

The Financial report was read with \$54,463.25 in bills for approval.

Business Checking – Fulton Bank	\$139,542.27
---------------------------------	--------------

Denise explained that after the loan was settled, she transferred \$200,000.00 from the loan account to a checking account opened with Fulton Bank and the bills that were previously approved were paid.

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

ENGINEER’S REPORT:

Rules and Regulations Committee: Julian reported that the committee has completed the review of the Sewer Rules and Regulations and are about 45% through the Water Rules and Regulations.

Rate Study: The information needed for the rate study has been received from Blue Ball Water Authority and East Earl Sewer Authority and has been forwarded to David Busch at Keystone Alliance. The Borough of Terre Hill is gathering the information and will send it to ELA by mid-November. Gene will try to have Terre Hill’s information provided ASAP. Julian will check with David Busch to find out if he would be able to have something to present for the December meeting.

Regional Wastewater Treatment Plant & Conveyance System:

Financial:

1. The \$2 million interim financing was finalized Oct. 12, 2016
2. ELA has started reviewing documents to see what additional studies and documentation is needed for the USDA funding application.

Project Design and Permitting:

1. The preliminary layout of the collection and conveyance system has started. The preliminary WWTP tank and step aeration and design have also been started.
2. ELA visited Cheyney University with Bruce and Bob to tour their plant which will be the same set up as what is proposed for WVA.
3. The site survey was authorized and will begin at the Hahn property. The estimated cost to survey from the intersection of SR 625 and SR 23 to Toddy Drive is \$4,500.00. Julian suggested surveying and designing for this section even if it won't be constructed now. The advantage would be that if it would be added in the future, it would already be permitted. Scot Ash made a motion to survey the section from SR625 to Toddy Dr., seconded by Harold Kilhefner. Motion carried unanimously.

Dave Horst asked if the Shady Maple pretreatment plant was only for the smorgasbord. *No, the pretreatment plant treats all the Shady Maple buildings in that complex and the Good's Store building.*

4. Pennsylvania Natural Diversity Inventory (PNDI) has been processed and there was one potential hit on the US Fish and Wildlife's database. This hit may possibly be bog turtles. Additional information will be sent to US Fish and Wildlife to determine if a Phase 1 Bog Turtle Habitat Survey is required.

Chester County Solid Waste Authority (CCSWA): ELA will propose a sampling study to them. Julian was able to pull their reports from DEP and he believes the largest obstacle is that they take in incinerator ash.

DAY-TO-DAY COMMITTEE:

Ken reported that the day to day committee has been meeting on a regular basis. The committee believes that a representative from WVA should meet with the East Earl Twp. supervisors and the Terre Hill Borough council to give an update on the progress of the Authority.

Acquisition of Assets – Ken discussed that the Blue Ball Water Authority (BBWA) and the East Earl Sewer Authority (EESA) own all of their assets and due to this, all the assets, agreements, liens, easements and so forth will need to be transferred to East Earl Township before they can be transferred to WVA. Frank has explained to the BBWA and EESA boards that is a very cumbersome process. Brad explained that he is looking in to this to see if this step can be skipped. He explained that the merger section of the Authority Act is old and it doesn't take into account the current situation. Jerrene suggested that Brad look into getting a court order from a judge saying this step can be skipped. Jerrene also suggested that Brad work with Frank and possibly Frank would be willing to prepare what is needed.

Employees – Denise is working with Jean Jackson at Terre Hill regarding the division of duties in the office. Gene reported that Zach is interested in continuing to work in water and sewer and to continue to learn. Zach is very capable of doing work with oversight. Gene feels that leasing Bob and Zach from Terre Hill is a good idea. Harold asked how many hours they would be available. Gene did not have exact numbers. It was explained that BBWA and EESA are looking to hire another person and wondered if Zach could fill that position. Gene feels that if Zach would be needed fulltime at WVA, it would probably be a hardship for Terre Hill. Ken asked Gene to discuss the status of Zach with Bob to find out how many hours he would be available. Jerrene asked if it would make a difference if the Authority retains the maintenance of the grinder

pumps. It was discussed at the October meeting about possibly charging a service fee for customers with grinder pumps which would pay for the additional manpower needed. Gene asked if this idea has been provided to the person doing the rate study. Julian said ELA can provide this information to David Busch. Joanne Gillis asked if this would be a mandatory fee. *Yes, it would be a mandatory fee.* Joanne Gillis then explained that in the Township she lives in the homeowners are responsible for their own grinder pumps but she did not know if it is a low pressure system. Scot feels that maintaining the maintenance of the grinder pumps and charging a service fee would provide good service to the customers while also maintaining the integrity of the system.

Ken also reported that although a rate study is being done, the committee thought the new Authority could move forward with the current rates until the rate study is complete.

NEW BUSINESS:

Acquisition Committee – The Day-to-Day committee has heard that the Terre Hill Borough is discussing leasing the Terre Hill properties that house water and sewer facilities as well as Borough facilities to the WVA. The Day-to Day committee has discussed that easements on the properties would serve the purpose of the Authority. Gene explained that leasing the facilities has been discussed but there has been no discussion of the terms. He agreed that easements could be a possibility. Brad noted, whichever is agreed upon, either an easement or a lease agreement can be done.

OLD BUSINESS:

Conestoga Wood Specialties property acquisition: Brad explained that at least one appraisal is needed. He also explained that Conestoga Wood would like to have the land and the building assessed. Brad isn't sure the building is of any value to the Authority. Joanne Gillis asked what size lot is needed for the treatment plant. *The area is approximately 3 acres.* The board agreed that it would be a good idea for WVA to hire an appraiser now and present the appraisal to the Hahns. Julian explained that before an appraisal can be done, the surveying for the area where the plant will be located needs to be completed. Julian will look into an appraiser.

Jerrene Zimmerman moved to adjourn the meeting at 8:23 p.m., seconded by Scott Marburger. The next meeting will be held on December 5, 2016, beginning at 6:30 p.m.

Respectfully submitted,

Denise A. Bensing

Cc: Scot Ash
Robert Jackson
Harold Kilhefner
Scott Marburger
Randy Miller
L. Eugene Pierce
Kenneth Witmer
Jerrene Zimmerman
Bradford J. Harris, Attorney
East Earl Township
Terre Hill Borough
Robert Rissler
Jeff Sweater, Consulting Engineer
Gary Martin, Becker Engineering
Frank Mincarelli, Blakinger Thomas