

# WEAVERLAND VALLEY AUTHORITY

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

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## BOARD MEETING AGENDA

October 11, 2021

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### REVISED

#### 1. OPEN MEETING

- A. **Minutes approval (September 13th)**
- B. **Appoint Secretary/Reorganize**
- C. **Daryl Peck, Concord Pike Financial Advisors** - Update on the Modification of the 2018 Note to extend the maturity date and lower the interest rate. Consider motion to accept offer and authorize Concord and Barley Snyder to prepare the necessary documents for approval by Authority at the November meeting.
- D. **Public Comment** (public comment otherwise at time of each agenda item)

#### 2. REPORTS OF COMMITTEES & OTHERS

##### A. Correspondence

Action Items:

- a. Penalty Waiver Request – Johnston, 279 Wildflower Dr.

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

- a. Camp Meeting Rd. properties not connected to system (799 & 815)

##### C. **Financial Report**—*Denise Bensing*

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

Action Items:

- a. Specification for Construction of Sanitary Sewer/Water Facilities, October 2021 Revision

- \* b. Authorize execution of agreement between Becker/ELA/Authority for Becker to assume responsibility of design of Regional WWTP and Conveyance System.

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

Action Items:

- a. Deed of Confirmation – Fairview Heights

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

Action Items:

- a. Certification/Subclass Raises

##### G. **Day-to-Day Committee Report** – *Harold Kilhefner*

- a. ADA accessibility (USDA requirement)

#### 3. NEW BUSINESS

- A. SRBC Water Level Monitoring Grant Agreement – Blue Ball and Terre Hill systems

#### 4. OLD BUSINESS

- A. **ETSA Cost Sharing for Septage Receiving Station** – Becker to provide a payback analysis
- B. **Sensenig, 53 Gentle Dr.** – Easement Encroachment & No Trespassing sign
- C. **Sunset Ave. Line Replacement** (Water)
- D. **196 Broad St. meter for water tower** (former Flower and Home Marketplace)

#### 5. ADJOURN

# Weaverland Valley Authority

## Meeting Minutes

October 11, 2021

The Board of the Weaverland Valley Authority (“Authority”) met at the East Earl Township building 4610 Division Hwy, East Earl, Lancaster County, Pennsylvania on October 11, 2021. Chairman Kenneth Witmer called the meeting to order at 6:30 p.m.

The following Board members were present: Kenneth Witmer, Harold Kilhefner, Gene Pierce, Scott Marburger, Scot Ash, Terry Zook and Randy Miller. Also, present were Gary Martin, Becker Engineering; Frank Mincarelli, Blakinger Thomas Law Firm; 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 September 13, 2021 meeting be approved as submitted. The motion carried unanimously.

### **PUBLIC COMMENT:**

Daryl Peck, Concord Public Financial Advisors – Daryl has been working with Fulton Bank to extend the maturity date of the 2018 interim financing to December 15, 2025. He has also requested a lower interest rate. Daryl has not yet received a formal commitment from the bank but he is looking for the board’s authorization to proceed if he receives a formal commitment. Gene Pierce made a motion to approve having Bill McCarty prepare the necessary documents to extend the maturity date to December 15, 2025 at a rate of 2.30% once a formal commitment is received from Fulton Bank, seconded by Randy Miller. Motion carried unanimously. Daryl noted that the terms of the Ephrata National Bank interim loan are a maturity date of June 15, 2024 at a rate of 2.7%. He thinks the date for this loan will be ok. Daryl also reported that the RFP’s are due back from the banks November 4, 2021.

### **CORRESPONDENCE:**

1. M.J. Reider lab reports (Shady Maple) September. There will be no surcharge for September.
2. WG Malden – Shady Maple quarterly calibration. All ok.
3. Tyler Johnston Penalty waiver request – Mr. Johnston is requesting his penalty be waived because he either didn’t receive his bill or he misplaced it. The amount of the penalty is \$29.54 and he has never been late before. Gene Pierce made a motion to waive the penalty, seconded by Scott Marburger. Motion carried unanimously.

### **ADMINISTRATIVE REPORT:**

Denise reported that it appears there are two properties on Camp Meeting Road that are not connected but should be. Bruce will check them out to make sure they are within 150 feet of the line. Denise will then send Frank the owner information so he can send them a letter.

Denise also reported Ellie is having an issue with reading a water meter at a property in East Earl because there is a German shepherd that sits in the driveway and isn’t restrained. When she tries to enter the driveway to read the meter the dog growls at her. She has already sent a letter and called the house twice but the property owner has not responded. Denise feels a letter from Frank may encourage the property owner to respond.

### **FINANCIAL REPORT:**

The Financial report was read with \$212,694.00 (Sewer \$176,308.78 Water \$36,385.22) in bills for approval.

Water & Sewer Collection Fund	\$3,987.09
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$793,233.92
FDIC Insured Sweep Account - Sewer	\$2,240,126.75
Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,026,427.87

Joint WWTP Business Checking – Fulton Bank	\$2,500.00
Joint WWTP Business Checking – Ephrata National Bank	\$2,500.00

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

**ENGINEERS' REPORT:**

**Gary Martin** reported:

CA/CM: Several bidders have visited the project area over the last month. There have been many bidder questions on PENNBID and anticipate at least 2 addenda will be issued in advance of bid opening. Becker is working with USDA and ELA to assume the responsibility for the design project so that changes to the plans and specifications can be made at will as opposed to having to clear any and all modifications through ELA. USDA is requesting an agreement between Becker, ELA, and the Authority be executed. Frank noted that he received the agreement from ELA's attorney an hour before the meeting. He will review it tomorrow. If the agreement can be signed by the end of the week, then the addendums can be signed and the bid due date may not need to be delayed. It was also noted that the building permits which are part of ELA's responsibility have been approved. The plans need to be signed by the design engineer and their consultants, Paragon Engineering Services. Paragon will not sign the plans because they claim they haven't been paid. Paragon is saying that Becker has to pay \$25,000 for them to sign the plans. Becker has the plans in PDF format and can work with them if Paragon won't sign off.

The bids for the project are due Oct. 25, 2021 and the agreement between Becker, ELA, and the Authority must be executed in order for the CAD drawings to be released to Becker. In order for Becker to provide addenda on PENNBID, the agreement needs to be executed before the November meeting. Harold Kilhefner made a motion to add to the agenda authorizing the board execute the agreement between Becker, ELA, and the Authority, seconded by Scot Ash. Motion carried unanimously.

Harold Kilhefner made a motion to approve Ken Witmer execute the 3-party agreement for Becker to assume responsibility of the design plans once it is approved by Frank, seconded by Scot Ash. Motion carried unanimously.

Regional WWTP NPDES & WQM Permitting: The final permits were issued on Sept. 21, 2021 and there were no changes from the draft permits. PADEP acknowledged the typographical error with the post EQ tank (listed as 23" instead of 23'). They will not be issuing a revised WQM Permit.

Wildflower Ridge: Hand sketched plans showing changes to the laterals were recently submitted to Becker.

Cedar Creek (Horst) Farm Market: The construction is complete and the property is connected. Record Plans are still needed.

Timberline: There are still easement issues to be addressed prior to dedication.

322 Properties (Pyle Tract): The contractor completed a new boring for the low-pressure sanitary sewer casing pipe and filled the original casing pipe with flowable fill.

New Holland Borough Authority Flow Restriction: On September 20, 2021, Becker followed up on their November 9, 2020 correspondence requesting a higher instantaneous flow rate from the Authority's EQ station. Becker received notification on October 7, 2021 that it still needs to be looked at. Becker responded on October 8, 2021 that capital decisions need to be made regarding this equipment.

Sanitary Sewer and Water Specifications: Becker and the Authority staff coordinated specification updates. Gary provided a summary sheet detailing the updates. Becker recommends the Authority approve the updates. Harold Kilhefner made a motion to approve the updates to the Specifications for Construction of Sanitary Sewer/Water Facilities, October 2021 Revision, seconded by Gene Pierce. Motion carried unanimously.

Blue Ball Water System: The Authority received a \$1,500 grant from SRBC to install required monitoring equipment. Gene Pierce made a motion to execute the SRBC Grant Agreement for the Blue Ball water system, seconded by Scott Marburger. Motion carried unanimously.

Terre Hill Water System: The Authority received a \$1,500 grant from SRBC to install required monitoring equipment for Well No. 1. Gene Pierce made a motion to execute the SRBC Grant Agreement for Well No. 1 in the Terre Hill water system, seconded by Scott Marburger. Motion carried unanimously.

Burkholder Trailers: Denise noted that the Lateral Installation Agreement has been executed and the financial security has been posted.

Earl Township Sewer Authority Septage Receiving Station: It was noted that the septage receiving station will receive area septage. It was also noted that New Holland receives septage but is not able to handle the demand. Becker provided a payback analysis to the board. The analysis estimates that the payback period will be approximately 18 months. If the Authority shares in the cost of the facility, they will receive a portion of the septage receiving revenue. Gene explained that he is concerned that the Authority wasn't notified for the budget process. At this point it could be

budgeted in the 2022 budget. Gene Pierce made a motion to participate in the Earl Township Sewer Authority septage receiving station project and agree to pay the Authority share in 2022 so the cost can be included in the 2022 budget, seconded by Scott Marburger. Motion carried unanimously. Frank will notify the Earl solicitor, Bill Cassidy, of the decision.

**SOLICITOR’S REPORT:**

Frank Mincarelli reported that eleven 30-day Intent to Lien notices were sent to delinquent sewer customers. Frank also reported that he plans to record a Deed of Confirmation for Fairville Heights in order to obtain the necessary easement between lots 13 & 14 which was not properly recorded at the time the facilities were dedicated to Terre Hill Borough. The developer’s engineer is out of business so Becker tried contacting the Borough’s engineer, SSM. The Borough’s engineer and the developer, Ivan Martin, have been unresponsive. He explained that the easement is shown on the land development plan and the plan serves as an offer to dedicate. The Offer of Dedication will be recorded at the courthouse. Mr. Sensenig may make claims of preexisting conditions but the plans are dated 2006 and the easement encroachment did not exist at that time. Gene Pierce made a motion to sign the Deed of Confirmation for Fairville Heights, seconded by Scott Marburger. Motion carried unanimously.

**OPERATIONS REPORT:**

Bruce reported that there was a call out to Witmer Rd. for an overflowing manhole. There was an issue with the control panel which caused the pumps to not run and the alarms to not call out. Approximately 10,000 gallons of wastewater overflowed from the manhole into a field on Witmer Rd. The issue was corrected and Bruce completed the proper treatment and paperwork for DEP for the Sanitary Sewer Overflow. Bruce noted that a new control panel with transducers and alarm system will need to be budgeted in the capital budget.

**DAY-TO-DAY COMMITTEE:**

ADA Accessibility for USDA – The committee reviewed some items that will be needed for the ADA accessibility for USDA. The public restrooms in the Township offices will need some work. Also, there is currently only one handicap parking space. Two handicap spots are required and need to be almost flat. Justin Sauder is contacting a contractor for an estimate on the bathroom work. Scott received a quote of approximately \$10,000 for the paving work. The Township and Authority staff can do the excavating work for the parking area. The committee will continue to work with the Township on this work.

Harold also reported that Terre Hill Borough council was receptive to sharing the ARP funds but they have not officially made a decision.

Having no further business, Harold Kilhefner moved to adjourn the meeting at 8:55, seconded by Terry Zook. The next meeting will be held on November 8, 2021 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 & Gary Martin Becker Engineering  
Frank Mincarelli, Blakinger Thomas