

WEAVERLAND VALLEY AUTHORITY

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

BOARD MEETING AGENDA

January 10, 2022

1. OPEN MEETING

A. Reorganization of the Board

Chairperson (Currently Ken Witmer)
Vice-chairperson (Currently Harold Kilhefner)
Secretary (Currently Terry Zook)
Treasurer (Currently Scot Ash)
Asst. Secretary (Currently Randy Miller)
Asst. Treasurer (Currently Gene Pierce)

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 13th)

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

a. Daryl Peck – Summary of Bank Proposals

2. REPORTS OF COMMITTEES & OTHERS

A. Correspondence

Action Items:

a. Earl Township Sewer Authority – Chopper pump for septage receiving station

B. Administrative Report—*Denise Bensing*

C. Financial Report—*Denise Bensing*

D. Engineer's Report—*Becker Engineering*

Action Items:

a. Contract 4 (Mechanical Construction) – Reject B.J. Baldwin due to the submitted bid being unresponsive.

b. Contract 5 (Plumbing Construction) – Reject the Garden Spot Electric bid due to the submitted bid being unresponsive.

E. Solicitor's Report—*Frank Mincarelli*

F. Operations Report—*Bruce Crabb*

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

3. NEW BUSINESS

A. Application (SR-424) for additional funds from USDA – Ratify the signing of the application for additional funding from USDA.

4. OLD BUSINESS

A. **Sensenig, 53 Gentle Dr.** – Easement Encroachment

B. **Sunset Ave. Line Replacement** (Water)

C. **196 Broad St. (PA Auction Center) meter for water tower** - Water storage tank repairs and metering.

5. ADJOURN

Weaverland Valley Authority

Meeting Minutes

January 10, 2022

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 10, 2022. 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, Jason Firestine, and Randy Miller. Also, present were Dan Becker, Becker Engineering; Bruce Crabb (via Zoom), Operations Supervisor and Denise Bensing, Administrator.

Reorganization for the year of 2022 for the Authority was as follows with Denise Bensing serving as temporary chairman. Gene Pierce made a motion to nominate the same officers for 2022, seconded by Jason Firestine. Motion carried unanimously.

Ken Witmer then presided over the meeting:

Gene Pierce made a motion to keep the same appointments (professional services) in 2022 as in 2021, seconded by Scott Marburger. Motion carried unanimously.

MINUTES: A motion was made by Randy Miller, seconded by Harold Kilhefner, that the minutes of the December 13, 2021 meeting be approved as submitted. The motion carried unanimously.

PUBLIC COMMENT:

Daryl Peck, Concord Public Financial Advisors – Daryl distributed a summary of the proposals received for the third interim financing. Four proposals were received with Ephrata National Bank being the most favorable proposal with a fixed rate of 2% with no additional terms or conditions. There is no formal action required at this time. After additional funding is approved from USDA, the third interim financing can be accepted. The proposals are valid through the end of February.

CORRESPONDENCE:

1. M.J. Reider lab reports (Shady Maple) December.
2. Becker Engineering – Millstream Landscaping (TS Lot #8) – Plumbing Plan Review #2.
3. Earl Township Sewer Authority (ETSA) – Septage Receiving Chopper Pump – Due to multiple clogs daily, ETSA approved adding a chopper pump in the septage receiving tank. The pump is estimated to cost \$8,500.00 with the Authority’s share being 38.46%.

FINANCIAL REPORT:

The Financial report was read with \$214,369.56 (Sewer \$186,770.48 Water \$27,599.08) in bills for approval.

Water & Sewer Collection Fund	\$1,000.00
Business Checking Water Fund – ENB	\$100,000.00
FDIC Insured Sweep Account – Water	\$830,301.57
FDIC Insured Sweep Account - Sewer	\$2,343,107.37
Business Checking Sewer Fund - ENB	\$250,000.00
FDIC Insured Sweep Account – Fulton	\$1,026,453.66

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

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

ENGINEERS’ REPORT:

Dan Becker reported:

CA/CM: Bids for Contracts 3, 4, & 5 were received Dec. 16th.

Contract 3 (Electrical Construction) – The apparent low bidder is BSI at a cost of \$2,185,000.

Contract 4 (Mechanical Construction) – B.J. Baldwin was the low bidder but they did not provide all the required documents for submission and for that reason, they must be deemed unresponsive and rejected. Jason Firestine made a motion to reject the B.J. Baldwin bid due to the submitted bid being unresponsive, seconded by Randy Miller. Motion carried unanimously. The apparent low bidder is Shannon A. Smith at a cost of \$499,400.

Contract 5 (Plumbing Construction) – Garden Spot Electric was the low bidder but they did not provide all of the required documents and for that reason, they must be deemed unresponsive and rejected. Jason Firestine made a motion to reject the Garden Spot Electric bid due to the submitted bid being unresponsive, seconded by Terry Zook. Motion carried unanimously. The apparent low bidder is Rogers Mechanical at a cost of \$333,650.

The surveyors staked the PPL right-of-way at the new WWTF site as well as the PPL pole locations on Dec. 20, 2021. The PPL poles were supposed to be installed on Jan. 24, 2022 but they have already been installed.

Becker continues to work with USDA and the Authority to provide the necessary documentation to USDA for the additional funding application. USDA has been very cooperative and we hope to be able to recommend award of the construction contracts at the February 2022 meeting.

Wildflower Ridge: The developer’s contractor anticipates starting the sanitary sewer lateral corrections in mid-January.

Route 322 Properties (Pyle Tract): All Phase 1 sanitary sewer and water facility construction and testing has been completed. The building 3 grinder pumping station has been installed. The developer needs to provide the grinder pump start up report and the record drawings.

Danco (Twin Springs Lot #7): The developer’s contractor has completed the vacuum testing of the sampling manhole and installed the grease interceptor and sampling manhole frames and covers. Record drawings are still needed.

Millstream Landscaping (Twin Springs Lot #8): Becker reviewed the plumbing plans and issued a review letter. A preconstruction meeting was held last week.

Twin Springs Lot #13: Becker spoke with the property owner regarding the access easement modification. Mr. Zimmerman cannot locate the easement agreements previously sent to him so Becker will hand deliver another copy.

Lighthouse Assembly of God: Revised plans were received by Becker on Dec. 17, 2021. They are in the process of being reviewed.

Blue Ball Commons Lot #63: The Maintenance Guarantee for this property will expire on Jan. 13, 2022. A site review was completed and a letter outlining a few items was issued. All items have been addressed. The Maintenance Guarantee can be allowed to expire.

Blue Ball Water System: A PADEP Public Water Supply Permit Application for modification of the chlorine analyzer instrumentation will need to be completed.

Dan provided a list of Financial Hardship Resources.

SOLICITOR’S REPORT:

Frank presented his report via email. He drafted resolutions to adopt the 2022 budget and the 2022 water and sewer rates as well as a Resolution of Appreciation and Commendation for Gary Martin. He also wrote a letter to Congressman Lloyd Smucker seeking assistance with the Authority’s request for funds under the recently enacted Federal Infrastructure Act.

OPERATIONS REPORT:

Bruce reported that the communication system for the water system in Blue Ball has failed. The operations staff is currently running the system manually and they are working with The Meter Guy to repair the equipment but it really needs replaced. This equipment was going to be updated when the Twin Springs system was brought online. With that work currently on hold, a decision needs to be made on this equipment.

DAY-TO-DAY COMMITTEE REPORT:

The next meeting is scheduled for Jan. 18, 2022. Harold also noted that Terre Hill Borough awarded the Authority \$21,000 from the ARP funds to update the chlorine analyzers. This work will be done once the Public Water Supply amendment is received from PADEP.

NEW BUSINESS:

Application (SR-424) for additional funds from USDA: Denise completed the application and provided it as well as an updated capital needs spreadsheet to Sean on Jan. 6, 2022. Gene Pierce made a motion to ratify the signing of the application, seconded by Harold Kilhefner. Motion carried unanimously.

UNFINISHED BUSINESS:

Sensenig, 53 Gentle Dr.: An Easement Encroachment Agreement was mailed to the Sensenig’s the first week of January.

196 Broad St. (PA Auction Center): The tank is scheduled to be refurbished in February or March. The property owner is asking if the tank can be filled with WVA water. Dan and Bruce will meet with Jason and the property owner onsite to discuss the project.

Having no further business, Harold Kilhefner moved to adjourn the meeting at 7:43, seconded by Scott Marburger. The next meeting will be held on February 14, 2022 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