

# WEAVERLAND VALLEY AUTHORITY

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

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## BOARD MEETING AGENDA

June 10, 2024

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### 1. OPEN MEETING

- A. **Minutes approval (May 13th)**
- B. **Public Comment** (public comment otherwise at time of each agenda item)

### 2. REPORTS OF COMMITTEES & OTHERS

#### A. Correspondence

Action Items:

- a. Lloyd & Esther Fox, 1305 Martin St. – Request waiver of penalty (\$30.00)

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

- a. Update on computer/IT needs

Action Item: SL Technologies work order to upgrade server room and equipment (not server) To be split with East Earl Township (Authority portion approx. 1/3)

#### 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. Bethany Grace Fellowship private lateral pipe slope relief request.
- b. Caernarvon Township snowplow damage – East Earl Township reimbursement.
- c. Walt Bilski – Property damage reimbursement
- d. Shannon A. Smith (Contract 4) – Final Completion Certification
- e. 4933 Division Highway - Approve Sanitary Sewer facility design as noted.
- f. Approve Payment Application for Twin Springs Project – Contract 1 Pmt. 5 \$97,545.70

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

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

### 3. NEW BUSINESS

#### A. 4933 Division Highway

Action Item: Execute Sewer Facilities Installation Agreement

#### B. Autumn Groff

Action Item: Approve recommending hiring Autumn Groff to the Township Supervisors

### 4. OLD BUSINESS

#### A. Terre Hill Borough – Lease former Terre Hill WWTP property

Action Item – Approve lease for \$1.00 per year to neighboring farmer

#### B. Sunset Ave. St. - Line Replacement (Water)

### 5. ADJOURN

# Weaverland Valley Authority

## Meeting Minutes

June 10, 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 June 10, 2024. Chairman Harold Kilhefner called the meeting to order at 6:30 p.m.

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

**MINUTES:** A motion was made by Gene Pierce, seconded by Craig Tomlinson, that the minutes of the May 13, 2024, meeting be approved as submitted. The motion carried unanimously.

### **PUBLIC COMMENT:**

Robert & Mindy Plank, 1574 Main St. – The Planks wanted to know if the simplex grinder pump system that was installed will be replaced with a duplex system and when. Dan explained that he can’t say when it will be done but it will be corrected.

### **CORRESPONDENCE:**

1. L. Fox, 1305 Martin St. – Requested a waiver of the penalty of \$30.00. The property owner was never late before. Gene Pierce made a motion to waive the penalty, seconded by Jason Firestine. Motion carried unanimously
2. M.J. Reider lab reports (Shady Maple) May weekly lab results. There will be no surcharge for May.
3. East Earl Township (Township) – The Township approved the exemption of the additional connection of the second dwelling for Dale Zimmerman at 1445 Main St.
4. PA DEP – Issuance of a comprehensive Operation Permit for the Terre Hill water system for the corrosion control parameters.
5. Harting Subdivision – Revised plans were submitted. Becker is reviewing.
6. Conestoga Wood Specialties (CWS) – CWS provided a letter requesting to terminate the temporary easement. Denise sent the letter to the solicitor, and she advised that CWS needs to contact their legal counsel to prepare a declaration to terminate the easement. Denise notified CWS.
7. Earland Industrial Lot 14 (ELA) – ELA submitted conceptual plans for Lot 14 in the Earland Industrial Park. Denise noted that they are proposing to divide the lot into two separate lots with one warehouse on each. Becker will review.

### **ADMINISTRATIVE REPORT:**

Denise reported to the board that John Styer (SL Technologies) provided a proposal to upgrade and cleanup the server room. The proposal is for approximately \$7,000.00. The Authority’s portion would be approximately 1/3. Gene Pierce made a motion to approve the proposal from SL Technologies for the Authority’s portion of the bill, seconded by Jason Firestine. Motion carried unanimously.

Denise distributed the Budget to Actual for the first quarter. She noted that electric for sewer is significantly higher than budgeted due to how things were set up when the new treatment plant started up. There have been many adjustments since start-up and the electric bill for this month was just over \$5,000. She also noted that general expenses are significantly higher than budgeted but that is due to the PUC penalty, expenses to set up the WWTP offices and workspace and the notary package which is a one-time expense for 2024.

Denise also reported to the board she fully funded the Debt Reserve Account with Fulton Bank prior to the closing with USDA. The plan is to transfer the funds to Ephrata National Bank for a higher interest rate. Fulton Bank said they will match the interest rate at Ephrata National Bank. Denise would like to transfer the money to Ephrata National because that is where the Authority maintains their other accounts. Also, she feels if Fulton Bank can offer the same interest rate why has the Authority only been receiving an interest rate of 1.55% since the account opened.

### **FINANCIAL REPORT:**

The Financial report was read with \$98,102.57 (Sewer \$68,582.40 Water \$29,520.40) in bills for approval.

Water & Sewer Collection Fund	\$4,762.19
Business Checking Water Fund – ENB	\$100,037.57
FDIC Insured Sweep Account – Water	\$1,062,490.91

ENB Checking – Twin Springs Project	\$432,297.61
FDIC Insured Sweep Account - Sewer	\$4,902,044.09
Business Checking Sewer Fund - ENB	\$250,093.92
FDIC Insured Sweep Account (Debt Reserve Acct.) – Fulton	\$1,285,118.99
Short-Lived Asset Account - ENB	\$69,905.87
Joint WWTP Business Checking (Construction Acct.) – ENB	\$71,943.38

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 #25 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$311,460.43. Randy Miller made a motion to approve the WWTF & System Project Payment Requisition #25 in the amount of \$311,460.43, seconded by Jason Firestine. Motion carried unanimously.

### **ENGINEER'S REPORT:**

**Dan Becker** reported:

CA/CM: HRI continues to install grinder tanks/laterals and the main on SR023. There are still three easement agreements that need to be executed.

Dan noted the Bethany Grace Fellowship submitted a request to install their gravity sewer lateral at a slope less than the Authority required 2% minimum pipe slope. Becker recommends the Authority grant the relief. Gene Pierce made a motion to grant the relief request to allow installation of the private sewer lateral a slope of approximately 1.75%, seconded by Scott Marburger. Motion carried unanimously.

Becker received an email from East Earl Township manager, Justin Sauder, noting the Township reimbursed Caernarvon Township for their snowplow that was damaged. The Township would like to know where they should submit the invoice for reimbursement. Denise noted that in recent emails between Rob and HRI's insurance representative, the information was provided to HRI in February. Rob provided the information again to their insurance representative. Denise also noted that East Earl Township reimbursed Caernarvon Township so HRI's insurance should reimburse East Earl Township.

Walt Bilski, 1475 Conestoga View Dr. is in the process of selling his property. His concrete pad was damaged during the installation of his grinder tank. HRI repaired it but not to Mr. Bilski's satisfaction. Mr. Bilski had it repaired on his own at a cost of \$450.00. Gene Pierce made a motion to reimburse Mr. Bilski \$450.00 for the repair of his concrete pad damaged by HRI, Inc., seconded by Randy Miller. Motion carried unanimously.

Dan also provided a list of resident issues which included resolved and unresolved issues. Dan also reported that Becker submitted the draft NPDES permit extension to LCCD/PADEP. PADEP issued a final NPDES on May 9, 2024.

Shannon A. Smith has completed all their work and submitted a Final Completion Certificate. Becker recommends the Authority approve the execution of the Final Completion Certificate. Jason Firestine made a motion to authorize execution of the Final Completion Certificate for Contract 4, seconded by Randy Miller. Motion carried unanimously.

Wildflower Ridge: The Maintenance Guarantee will end on Aug. 13, 2024. Becker will coordinate a site review near the end of June.

Lighthouse Assembly of God: The contractor initiated installation of the sanitary sewer facilities on May 9, 2024.

4933 Division Highway: Becker received revised sanitary sewer design drawings on May 29, 2024. Becker recommends the Authority approve the design with conditions. Jason Firestine made a motion to approve the sanitary sewer facility design conditioned upon the items noted in Becker's review letter dated May 29, 2024, being adequately addressed, seconded by Craig Tomlinson. Motion carried unanimously.

Terre Hill Water System: PADEP issued a comprehensive Public Water Supply Permit for the entire Terre Hill water system. As part of the permit, the Authority needs to complete daily entry point phosphate monitoring which the Authority has been doing for the last two years.

Twin Springs Project: The pipe installation and testing of the water line within Ranck Church Rd. & SR023 was completed. The paving restoration was completed on May 21, 2024. Due to the Authority's radio communications system service going out of business, there is a need to modify the telemetry system. This will result in a change order for three cellular modems and programming with an approximate cost of \$8,000.

Dan presented a payment application for Contract one for the Twin Springs project in the amount of \$97,545.70. Randy Miller made a motion to approve Contract 1 Payment Application 5 in the amount of \$97,545.70, seconded by Scott Marburger. Motion carried unanimously.

Dan also noted that the Paul Kurtz property located at 529 Ranck Rd. has had some action on the Township side.

**SOLICITOR'S REPORT:** Susan reported that certified letters were sent to the property owners who have not executed their Sewer Easement Agreements. She was contacted by the owner of the property with the storage facility (1596 Main St.). He told her that the property has no water or sewer.

**OPERATION'S REPORT:**

Bruce reported that the plant may be out of compliance for fecal coliform. He also noted that the phosphorus is down to less than 1 mg/l. The Sensaphone Sentinel alarm system has been installed. Bruce noted that a risk assessment needs to be completed for USDA.

**NEW BUSINESS:**

4933 Division Hwy. Sewer Facilities Installation Agreement: Gene Pierce made a motion to approve and sign the Sewer Facilities Installation Agreement for 4933 Division Hwy., seconded by Craig Tomlinson. Motion carried unanimously.

Autumn Groff hiring: The Personnel and Operations Committee interviewed for the full-time billing clerk/Township assistant and would like to recommend the Township hire Autumn Groff at a rate of \$22.50/hr. and start with 2 weeks of vacation. Gene Pierce made a motion to recommend that East Earl Township hire Autumn Groff, seconded by Randy Miller. Motion carried unanimously.

**OLD BUSINESS:**

Terre Hill Borough – The Borough is recommending the Authority consider leasing the former sewer plant property for \$1.00 per year to the neighboring landowner, Peter Martin. Mr. Martin would like to use the property for a cow pasture. It was suggested that if the Authority should choose to do this that the lease should state that Mr. Martin be responsible for maintaining the property. The board decided to table a decision until July.

Having no further business Jason Firestine, moved to adjourn the meeting at 7:54 p.m., seconded by Scott Marburger. The next meeting will be held on July 8, 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