

WEAVERLAND VALLEY AUTHORITY

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

BOARD MEETING AGENDA

July 8, 2024

1. OPEN MEETING

- A. **Minutes approval (June 10th)**
- B. **Public Comment** (public comment otherwise at time of each agenda item)

1. REPORTS OF COMMITTEES & OTHERS

A. Correspondence

Action Items:

- a. Kat Hertzler, 31 Gentle Dr. – Request waiver of penalty (\$50.14)
- b. David Rowe, 233 Red Fern Dr. – Request waiver of penalty (\$49.29)
- c. John Zeiset, 1461 Main St. - Request waiver of additional tapping fee

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

- a. Huyard, 925 Main St. – Insufficient capacity for house with apartment

Action Item:

- b. IRS Transmitter Control Codes (TCC) – Needed for filing 1099's

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

Action Items:

- a. Approval of Financial Report and pay the bills.
- b. Approve WWTF & System Project Payment Requisition

2. Approve & Sign Pact Two (Contract 1) Change Order 1 for Cost and Contract Time Changes

A. **Engineer's Report**—*Becker Engineering*

Action Items:

- a. 1596 Main St. – Sewer connection relief
- b. Approve 2 EDU's for 1438/1440 Union Grove Rd.
- c. Approve 4 EDU's for 1611 Main St.
- d. Approve 7 EDU's for 1530 Main St.
- e. Approve 2 EDU's for 1625 Main St.
- f. Approve 2 EDU's for 1356 Union Grove Rd.
- g. Approve 2 EDU's for 1629 Main St.
- h. Earland Industrial Lot 14 A – Grant sewer capacity of 8 Sanitary Sewer EDU's
- i. Earland Industrial Lot 14 B – Grant sewer capacity of 8 Sanitary Sewer EDU's

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

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

D. **Personnel & Operations Committee** – *Terry Zook*

3. NEW BUSINESS

- A. Michael Smucker, 1334 Sheep Hill Rd.- Status of Timberline/David Zimmerman Easement

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

July 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 July 8, 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 Terry Zook. 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 Terry Zook, that the minutes of the June 10, 2024, meeting be approved as submitted. The motion carried unanimously.

CORRESPONDENCE:

1. David Rowe, 233 Red Fern Dr. – Requested a waiver of the penalty of \$49.29. The property owner was never late before. Gene Pierce made a motion to waive the penalty, seconded by Randy Miller. Motion carried unanimously.
2. Kat Hertzler, 31 Gentle Dr. – Requested a waiver of the penalty of \$50.14. The property owner has been late before but has been dealing with the recent passing of her husband. Gene Pierce made a motion to waive the penalty, seconded by Randy Miller. Motion carried unanimously.
3. John Zeiset, 1461 Main St. requested a waiver of an additional tapping fee for his home business (repair shop). Gene Pierce made a motion to waive the additional tapping fees due to the shop not having any facilities and no employees other than the property owner, seconded by Scott Marburger. Motion carried unanimously.
4. M.J. Reider lab reports (Shady Maple) June weekly lab results. There will be no surcharge for June.
5. Impact Engineering (Harting Subdivision) – Resubmission – Becker is reviewing.

ADMINISTRATIVE REPORT:

Denise reported to the board that in early 2024 she was made aware that the property at 925 E. Main St. has two dwelling units but only has capacity for one. In February a letter was sent to the property owner notifying him that he needs to purchase additional capacity. He called with a few questions and Denise provided him with more information. He did not purchase the additional capacity. A second letter with an invoice for the additional capacity was mailed to him in June. Denise was instructed to add the additional capacity to the account.

Denise also notified the board that in January she was made aware that the Authority needs to acquire a Transmitter Control Code (TCC) with the IRS. To get this code, at least two people are needed on the application. The Responsible Official needs to register with ID.me which involves providing personal information. Randy Miller made a motion to have Gene Pierce be the Responsible Official, seconded by Scott Marburger. Motion carried unanimously.

FINANCIAL REPORT:

The Financial report was read with \$246,631.85 (Sewer \$214,239.40 Water \$32,392.45) in bills for approval.

Water & Sewer Collection Fund	\$5,450.81
Business Checking Water Fund – ENB	\$100,102.46
FDIC Insured Sweep Account – Water	\$1,020,787.30
ENB Checking – Twin Springs Project	\$97,992.36
FDIC Insured Sweep Account - Sewer	\$4,989,671.86
Business Checking Sewer Fund - ENB	\$250,256.15
FDIC Insured Sweep Account (Debt Reserve Acct.) – Fulton	\$1,286,757.18
Short-Lived Asset Account - ENB	\$69,977.49
Joint WWTP Business Checking (Construction Acct.) – ENB	\$137.19

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

Dan reported that Pact Two submitted Change Order 1. Change Order 1 is included with Payment Application 26 and is in the amount of \$214,118.00. Becker recommends approval of Change Order 1. Gene Pierce made a motion to approve Change Order 1

for Pact Two in the amount of \$214,118.00, seconded by Craig Tomlinson. Motion carried unanimously. Payment Requisition #26 for the WWTP and Conveyance System project in the amount of \$2,042,397.12 was presented. Terry Zook made a motion to approve the WWTF & System Project Payment Requisition #26 in the amount of \$2,042,397.12, seconded by Randy Miller. Motion carried unanimously.

ENGINEER'S REPORT:

Dan Becker reported:

Dan presented a summary of the current WWTF project contract costs. He noted that the majority of the remaining outstanding project costs are for HRI.

CA/CM: HRI has finished installing all of the main and Becker's RPR work is complete. Scott mentioned that prior to Spring Grove Rd. being paved, there is work that needs to be done to the road. Final land restoration has been completed on Ironstone Dr., Conestoga View Dr., and the northern section of Spring Grove Rd. There are six properties that still need grinder pumps and LPSS laterals installed.

There is an issue with the elevation of the Terre Hill Pump Station control building. Becker put Pact on notice in February 2024 and requested elevations of the installed facilities. The elevations were provided by Pact on July 3, 2024. The installed elevations are creating site drainage and paving issues. Becker will be meeting with Pact on July 9th to discuss potential solutions.

Becker continues to coordinate modifications to the UV Disinfection system with the Authority, Aqua, and Glasco. Glasco made some modifications on July 5th and the issues appear to be resolved. Pact will be responsible for any PADEP fines associated with the WWTF discharge permit violations.

The property owner of 1596 Main St. has not executed a lateral easement agreement. The property owner has said that there are no water or sewer facilities on the property and he does not plan to connect. Denise spoke with the property owner and recommended he submit a request for relief from connection to the Authority and the Township. A formal request for relief has not yet been received from the property owner. The board will not take action on this until a formal request is received.

Capacity Allocations:

1. 1438/1440 Union Grove Rd. – 2 EDU's
2. 1611 Main St. – 4 EDU's
3. 1530 Main St. – 7 EDU's
4. 1625 Main St. – 2 EDU's
5. 1356 Union Grove Rd. – 2 EDU's
6. 1629 Main St. – 2 EDU's

Gene Pierce made a motion to approve the capacity allocations, seconded by Craig Tomlinson. Motion carried unanimously.

Wildflower Ridge: Becker completed a site review on June 26, 2024 and found no issues with the sanitary sewer or water facilities that were reviewed.

322 Properties (Pyle Tract): Becker received grinder pumping station hydraulic calculations and the proposed LPSS layout plans for Building 8/9. A review letter was issued June 18, 2024.

Earland Industrial Complex (Lot 14 A & B): A sanitary sewer and water capacity request was received and a response letter was issued. Becker recommends the Authority grant 8 EDU's of water and sanitary sewer capacity for Lot 14A and 6 EDU's of sanitary sewer and water capacity for Lot 14B. Gene Pierce made a motion to grant Earland Industrial Park Lot 14 A 8 sanitary sewer and water EDU's, seconded by Terry Zook. Motion carried unanimously. Terry Zook made a motion to grant 6 EDU's of sanitary sewer and water capacity for Earland Industrial Park Lot 14 B, seconded by Randy Miller. Motion carried unanimously.

Terre Hill Water System: SRBC has offered to re-permit Well 6 at the existing withdrawal volume of 98,000 gpd which would be tied to a low level shut off requirement. They also offered to reduce the withdrawal volume to 70,000 gpd and eliminate the low level shut off requirement. Jeff will work with Bruce.

Twin Springs Project: Pact has completed most of the work with the exception of finalizing the control system, the chemical feed system, and the telemetry system. Pact submitted a change order for three cellular modems and accompanying programming in lieu of the existing radio communications. The anticipated cost is approximately \$8,000.00.

SOLICITOR'S REPORT:

Susan reported that there was a meeting with HRI. They are due to have another call soon.

OPERATION'S REPORT:

Bruce reported that the plant was out of compliance for fecal coliform. There was some reprogramming done which should take care of the issue. An alarm system has been installed and tested. The alarm system at the treatment plant is still having issues. The meter Guy and Aqua will address some reprogramming for this unit.

There was a water main break on Sunset Ave. in Blue Ball. Bruce estimated the leak to be approximately 30 gpm.

PERSONNEL & OPERATIONS COMMITTEE REPORT:

Terry reported that the Personnel and Operations Committee met on June 19th. The committee discussed an employee not meeting the time requirements of the job. A letter was given to the employee and since receiving the letter, his work hours have improved. The committee also met with the auditor to review the 2023 audit. The Authority received an unmodified opinion which is the best opinion given. There were two significant deficiencies. The first deficiency was for segregation of duties. This deficiency is normal for a small office. The second deficiency was for improving financial reporting. This is due to a large escrow account not being on the books. Denise explained that escrow accounts have never been on the books because the money doesn't belong to the Authority. It has never been a problem because the escrow amounts have been insignificant. As a result, all escrows over \$20,000.00 will now be added to the books.

NEW BUSINESS:

Michael Smucker, 1334 Sheep Hill Rd.: Mr. Smucker stopped in to check on the status of the easement with David Zimmerman being dedicated to the Authority. In September 2023, Frank wrote a letter to the County Commissioners informing them, of the contractual breach and that he is in violation of his agreement with the county due to his failure to dedicate the sewer line to the Authority. There was no response from the commissioners. East Earl Township allowed Mr. Smucker to operate his business on this property while using a Porta-Potty until he is able to connect to the public sanitary sewer system. Susan will follow up the council for Lancaster County.

OLD BUSINESS:

Terre Hill Borough/Lease of the former Terre Hill WWTP – The board agreed not to take any action until all the work has been completed. Also, the land development plans called for numerous trees to be planted and the board wondered if the farmer is still interested in the property. Harold will talk to Bob Rissler to find out if the farmer is still interested.

Having no further business Terry Zook, moved to adjourn the meeting at 8:07 p.m., seconded by Scott Marburger. The next meeting will be held on Aug. 12, 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