

WEAVERLAND VALLEY AUTHORITY

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

BOARD MEETING AGENDA

August 12, 2024

1. OPEN MEETING

- A. **Minutes approval (July 8th)**
- B. **Public Comment** (public comment otherwise at time of each agenda item)
 - a. 195 C4 Musser Rd. Billing

1. REPORTS OF COMMITTEES & OTHERS

A. Correspondence

Action Items:

- a. Myer, 201 E. Main St. – Request credit for sewer charges (watering newly planted grass)
- b. Overly, 748 Rancks Church Rd. – Request to return sewer EDU

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

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. Hoover, 482 Wentzel Rd. – Crop Damage \$7,661.45
- b. Approve 3 EDU's for 1569 Main St.
- c. Approve 2 EDU's for 1614 Valley View Dr.
- d. Approve 2 EDU's for 400 Reading Rd.
- e. Approve 2 EDU's for 1591/1593 Main St.
- f. Approve 2 EDU's for 1542/1548 Main St.
- g. Authorize execution/submission of PADEP Notice of Termination for Terre Hill WWTF
- h. Authorize execution/submission of PADEP Tank Registration/Permit for Terre Hill Alum Tank
- i. Wildflower Ridge - Authorize release of maintenance guaranty and escrow.
- j. 322 Properties (Pyle Tract) – Authorize sanitary sewer design
- k. Terre Hill SRBC – Approve option to re-permit Well 6

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

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

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

2. NEW BUSINESS

Action Items:

- A. Tomlinson, 1608 Main St. – Requesting an easement encroachment
- B. Miller, 108/110 Spring Grove Rd. – Requesting waiver of additional sewer EDU
- C. Conestoga Wood Specialties Temporary Easement Termination

3. 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)

4. ADJOURN

Weaverland Valley Authority

Meeting Minutes

August 12, 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 August 12, 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, Gene Pierce, and Terry Zook. Also, present were Dan Becker, Becker Engineering; Rob Hallman, 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 July 8, 2024, meeting be approved as submitted. The motion carried unanimously.

PUBLIC COMMENT:

Corrine Miller, 108 & 110 Spring Grove Rd. – Ms. Miller requested a waiver from purchasing capacity for 108 Spring Grove Rd. The property consists of a duplex dwelling. The Millers occupy 110 Spring Grove Rd. The other side (108 Spring Grove Rd.) is vacant, and they have no plans to rent it. The board explained if they would approve a waiver of the additional tapping fee that a legal document would need to be executed calling out what the property owner would be responsible for if the other side is ever occupied. The board would like the solicitor to give her opinion. Gene Pierce made a motion to table until the September 9, 2024, meeting, seconded by Craig Tomlinson. Motion carried unanimously.

Lisa Garrett, 1607 Main St. – Ms. Garrett explained that her grinder tank and control panel was not installed where her stakes were placed. In addition, the post is higher than her deck railing and is an eyesore. She would like to have it moved. Dan said he will have somebody from Becker come to her house.

195 C4 Musser Rd. Billing – Denise explained that the apartment buildings on this property have always had the sewer billed to the property owner with all sewer EDUs for each building on separate accounts (Building C 6 sewer EDUs). Because multiple sewer EDUs are on one account, the water meters are not associated with them. The water has always been billed separately with each apartment having a separate water account. When WVA began billing in 2018 and sewer rates were changed to be billed based on water consumption, these sewer bills were not changed because it was unknown if the property owner included the sewer charges in the rent. Denise feels the request to change how this property is billed should come from the property owner not the tenant and Susan agrees. The board would like Denise to contact the property owner and find out if he would like the billing to be changed.

CORRESPONDENCE:

1. Matthew Myer, 201 E. Main St. – Requested a credit for the sewer charges in the amount of \$214.52 for watering his grass. Gene is concerned about granting relief and setting a precedent. Gene also noted that a request for relief should have been made prior to the consumption of water. Gene Pierce made a motion to deny the requested credit for \$214.52 in sewer charges, seconded by Scott Marburger. Motion carried unanimously.
2. Glenn Overly, 248 Rancks Church Rd. – Mr. Overly requested to return 1 sewer EDU for 248 Rancks Church Rd. This property previously had a mobile home on the property, but it was removed 15 years ago. He does not have plans to put another dwelling on the property and would like to return the sewer capacity. Gene Pierce made a motion to approve the return of 1 sewer EDU for 248 Rancks Church Rd., seconded by Scott Marburger. Motion carried unanimously.
3. M.J. Reider lab reports (Shady Maple) July weekly lab results. There will be no surcharge for July.

ADMINISTRATIVE REPORT:

Denise distributed a Budget to Actual report for the 2nd quarter of 2024. She noted that there were numerous accounts that were higher than expected for the 2nd quarter, but some are due to yearly costs.

Denise also reported that she participated in a cyber security webinar and found it to be very informational. She found that there are numerous programs offered free of charge. She and Bruce will participate in another webinar on September 4th.

FINANCIAL REPORT:

The Financial report was read with \$128,919.48 (Sewer \$91,386.20 Water \$37,533.28) in bills for approval.

Water & Sewer Collection Fund	\$102,801.57
Business Checking Water Fund – ENB	\$100,100.79
FDIC Insured Sweep Account – Water	\$1,063,890.64
ENB Checking – Twin Springs Project	\$369.58
FDIC Insured Sweep Account - Sewer	\$5,200,618.53
Business Checking Sewer Fund - ENB	\$250,251.98
FDIC Insured Sweep Account (Debt Reserve Acct.) – Fulton	\$1,288,452.15
Short-Lived Asset Account - ENB	\$70,048.02
Joint WWTP Business Checking (Construction Acct.) – ENB	\$137.33

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

Denise presented Payment Requisition #27 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$336,491.42. Gene Pierce made a motion to approve the WWTF & System Project Payment Requisition #27 in the amount of \$336,491.42, seconded by Terry Zook. Motion carried unanimously.

ENGINEER'S REPORT:

Dan Becker reported:

Dan presented a summary of the current WWTF project contract costs. He noted that Pact has approximately \$200,000 left but the majority of the remaining outstanding project costs are for HRI.

CA/CM: Becker continues to work with Pact to address the paving/elevation issues at the Terre Hill pumping station site as well as trouble shooting the issue with the UV disinfection. Pact continues to work on their punch list.

HRI continues to install electrical conduit and wiring from the grinder pump tanks to the control panels. Lawn restoration is nearing completion. HRI plans on completing final paving on the Township roads by the end of the month. Pending successful hydrostatic testing, HRI is planning to start final paving on SR023 on Aug. 19, 2024. There are three properties that still need grinder pumps installed.

The storage unit property, 1596 Main St., has not submitted a written request for relief from connection. There are three farmers entitled to crop damage. One farmer submitted the required documentation. Becker recommends paying this farmer. Gene Pierce made a motion to pay Mr. Hoover, 482 Wentzel Rd., for damage to his crops experienced as part of this project in the amount of \$7,661.45, seconded by Craig Tomlinson. Motion carried unanimously.

Capacity Allocations:

1. 1569 Main St. – 3 EDU's
2. 1614 Valley View Dr. – 2 EDU's
3. 400 Reading Rd. – 2 EDU's
4. 1591/1593 Main St. – 2 EDU's
5. 1542/1548 Main St. – 2 EDU's

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

PADEP requires the Authority to terminate the Water Quality Management Permit and the NPDES Permit for the Terre Hill WWTF since the new WWTF is online. Scott Marburger made a motion to authorize execution and submission of the PADEP Notice of Termination for the Terre Hill WWTF, seconded by Terry Zook. Motion carried unanimously.

PADEP also requires a permit to dispose of the existing alum chemical feed tank utilized at the Terre Hill WWTF. Terry Zook made a motion to authorize execution and submission of the PADEP Storage Tank Registration/Permitting Application Form, seconded by Scott Marburger. Motion carried unanimously.

Wildflower Ridge: The 18-month maintenance guarantee expires on August 13, 2024. Becker completed a site review and found no issues with the sanitary sewer or water facilities and recommends releasing the maintenance guarantee. Gene Pierce made a motion to release the maintenance guarantee as well as any escrow associated with this project after all professional service fees associated with this project have been paid, seconded by Craig Tomlinson. Motion carried unanimously.

322 Properties (Pyle Tract): Becker received the revised grinder pumping station hydraulic calculations and issued a review letter. Becker recommends the Authority approve the sanitary sewer design conditioned upon items noted in the July 18, 2024 review letter. Craig Tomlinson made a motion to approve the sanitary sewer design conditioned upon items noted in the July 18, 2024 review letter, seconded by Terry Zook. Motion carried unanimously.

PA Auction Center: Becker is reviewing the correspondence from the property owner.

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. Becker recommends the Authority approve to re-permit Well 6 at the existing withdrawal volume. Gene Pierce made a motion to approve to re-permit Well 6 at the existing withdrawal volume of 98,000 gpd, seconded by Scott Marburger. Motion carried unanimously.

Twin Springs Project: Becker is working with Pact for the change order to change the control system to cellular modems.

OPERATION'S REPORT:

Bruce provided his report via email. He noted that the Authority may need to start mowing at the new WWTP. The current mowing contractor is putting together a quote.

NEW BUSINESS:

Tomlinson, 1608 Main St.: Mr. Tomlinson would like to install a 3 ft. high retaining wall to make his front yard easier to maintain. He provided a sketch to the board. The retaining wall would cross the Authority easement for the LPSS lateral. It was noted that this encroachment would typically require an Easement Encroachment Agreement. Gene Pierce made a motion to approve the easement encroachment pending the solicitor preparing an Easement Encroachment Agreement, seconded by Scott Marburger. Motion carried. Craig Tomlinson abstained.

Conestoga Wood Specialties (CWS) Temporary Easement Termination: Denise noted that Susan reviewed the easement termination provided by CWS. Susan had some comments. She then returned the document to CWS. Gene Pierce made a motion to table this agenda item for the September meeting, seconded by Scott Marburger. Motion carried unanimously.

OLD BUSINESS:

Terre Hill Borough/Lease of the former Terre Hill WWTP – Dan noted that trees were planted as part of the NPDES permit requirements for a riparian buffer. The permit also includes mowing requirements. For these reasons, leasing the property for grazing may not be possible.

Having no further business Scott Marburger, moved to adjourn the meeting at 7:59 p.m., seconded by Terry Zook. The next meeting will be held on September 9, 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