

# WEAVERLAND VALLEY AUTHORITY

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

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## BOARD MEETING AGENDA

September 9, 2024

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### 1. OPEN MEETING

- A. **Minutes approval (August 12<sup>th</sup>)**
- B. **Public Comment** (public comment otherwise at time of each agenda item)

### 2. REPORTS OF COMMITTEES & OTHERS

#### A. Correspondence

Action Items:

- a. Myer, 201 E. Main St. – Response to denial letter and request to reconsider credit for sewer charges (watering newly planted grass)
- b. Wishinsky, 410 Maple St. – Penalty Waiver Request

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

Action Item:

- a. Updated server quote to be shared with East Earl Township

#### 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. Approve and Execute Pact Two Change Order 1 for Twin Springs telemetry system modification

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

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

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

Action Items:

- a. McGarvey Hours
- b. Additional Certification Increase
- c. Mowing at New WWTP
- d. Motor Vehicle Record (MVR) Policy

### 3. NEW BUSINESS

Action Items:

- A. Conestoga Wood Specialties Temporary Easement Termination

### 4. OLD BUSINESS

- A. Miller, 108/110 Spring Grove Rd. – Requesting waiver of additional sewer EDU
- B. Terre Hill Borough – Lease former Terre Hill WWTP property  
Action Item – Approve lease for \$1.00 per year to neighboring farmer
- C. Sunset Ave. St. - Line Replacement (Water)

### 5. ADJOURN

# *Weaverland Valley Authority*

## **Meeting Minutes**

September 9, 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 September 9, 2024. Chairman Harold Kilhefner called the meeting to order at 6:33 p.m.

The following board members were present: Harold Kilhefner, Ken Witmer, Craig Tomlinson, Scott Marburger, Gene Pierce, Terry Zook and Jason Firestine. 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 Terry Zook, seconded by Craig Tomlinson, that the minutes of the August 12, 2024, meeting be approved as submitted. The motion carried unanimously.

### **PUBLIC COMMENT:**

Mindy & Robert Plank, 1574 Main St. – Mrs. Plank asked about the status of their grinder tank. Dan explained that the schedule for the replacement is unknown, but it will be done and the property will be restored appropriately.

Nevin Zimmerman, 1610 Valley View Dr. Mr. Zimmerman wanted to clarify that the manhole that was placed on David Zimmerman’s property will be moved to the road. Dan verified that it will be moved to the road. Mr. Zimmerman also wanted to make sure that an area on SR023 that now has stone will be paved. Dan noted that if the area was asphalt previously that it will be returned to asphalt.

Corrine Miller, 108 & 110 Spring Grove Rd. – This request was tabled in August in order to have the solicitor provide an opinion on the request. Susan suggested working with the Township to revoke the occupancy permit for 108 Spring Grove Rd. She also said a legal document can be drafted and would need to be recorded. Gene Pierce made a motion to authorize approval to waive the tapping fee for 108 Spring Grove Rd. based on East Earl Township revoking the Certificate of Occupancy and recording a legal agreement, seconded by Terry Zook. Motion carried unanimously.

### **CORRESPONDENCE:**

1. Matthew Myer, 201 E. Main St. – Requested the board to reconsider credit for sewer charges of \$214.52 and notifying the board that he is continuing to water and will be requesting a credit for 3<sup>rd</sup> quarter sewer charges. Susan noted that approving this request would set a precedent and the board has no requirement to honor this request. Gene Pierce made a motion to deny the request to reconsider a credit of \$214.52 for sewer charges and to deny any request for a future credit for the same reason, seconded by Craig Tomlinson. Motion carried unanimously.
2. Marc Wishinsky, 410 Maple St. – Mr. Wishinsky requested a waiver for the penalty charge of \$24.72. Mr. Wishinsky said he didn’t receive the bill from the property management company and that he has never been late before. Gene Pierce made a motion to grant the penalty waiver request, seconded by Terry Zook. Motion carried unanimously.
3. M.J. Reider lab reports (Shady Maple) August weekly lab results. Dan reported that there will be no surcharge for August.
4. 30-Day Intent to Lien Notices – Notices were sent to 9 property owners notifying them of the intent to lien due to delinquent sewer and/or water bills.

### **ADMINISTRATIVE REPORT:**

Denise reported that the server that is shared with East Earl Township is scheduled to be replaced this fall. An updated quote was received from SL Technology. The cost for the server has increased slightly but the labor cost remains the same. The Authority’s portion is 29% or approximately \$5,200.00. Gene Pierce made a motion to approve the replacement of the server at a cost of 29% or approximately \$5,200.00, seconded by Jason Firestine. Motion carried unanimously.

## **FINANCIAL REPORT:**

The Financial report was read with \$81,268.33 (Sewer \$58,510.26 Water \$22,758.07) in bills for approval.

Water & Sewer Collection Fund	\$4,846.23
Business Checking Water Fund – ENB	\$100,100.79
FDIC Insured Sweep Account – Water	\$1,084,677.82
ENB Checking – Twin Springs Project	\$307.72
FDIC Insured Sweep Account - Sewer	\$5,355,847.38
Business Checking Sewer Fund - ENB	\$250,251.98
FDIC Insured Sweep Account (Debt Reserve Acct.) – Fulton	\$1,290,149.35
Short-Lived Asset Account - ENB	\$70,118.62
Joint WWTP Business Checking (Construction Acct.) – ENB	\$648.59

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

Denise presented Payment Requisition #28 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$441,405.75. Jason Firestine made a motion to approve the WWTF & System Project Payment Requisition #28 in the amount of \$441,405.75, seconded by Craig Tomlinson. Motion carried unanimously.

## **ENGINEER'S REPORT:**

**Dan Becker** reported:

Dan presented a summary of the current WWTF project contract costs. He noted that there is approximately \$2.5M in contract payments remaining.

CA/CM: Pact placed the wearing course at the Terre Hill pumping station. However, they did not utilize the revised grading plan emailed to them on Aug. 15, 2024. Becker will evaluate the grading and provide comments to Pact. Pact still has some outstanding punch list items to address. Becker and Bruce continue to work with Glasco to determine the exact issues with the UV Disinfection system.

HRI is continuing to install grinder pumps. Lawn restoration is complete, but many properties have settled and have no growth areas that need to be addressed. The low pressure main and lateral testing is still in progress. There are three properties that still need to have grinder pumping units installed.

Becker has received two emails from PennDOT regarding the temporary paving along SR023. These emails were relayed to HRI. HRI replied that they plan to address the temporary paving issues the week of Aug. 26<sup>th</sup> and Sept. 2<sup>nd</sup>. However, the issues have not been addressed to date. HRI's current plan is to start paving the state roads beginning Sept. 16<sup>th</sup>. Becker continues to track costs incurred by the Authority as a result of HRI's actions. These charges should be back charged to HRI.

Marcus Zimmerman, 1339 Union Grove Rd., contacted Becker on Aug. 27<sup>th</sup> questioning whether the property will be served with a grinder pump or via gravity. This is the first time Becker was contacted by the resident. Becker visited the property and determined the property will require a duplex grinder pumping station.

Shady Maple RV expansion: Becker was contacted by Elvin Groff because LL Groff & Sons will be taking over as contractor for this project. Becker provided a list of outstanding shop drawings, remaining work, and other requirements.

Harting Subdivision: Becker received revised sanitary sewer and water facility design drawings and issued a review letter dated Aug. 24, 2024. Becker recommends approval of the sanitary sewer and water facility design conditioned upon the items noted in the August 24, 2024 review letter being adequately addressed.

Terre Hill Water System: SRBC has been notified of the Authority's decision to proceed with the option to re-permit Well 6 at the existing withdrawal volume of 98,000 gpd. SRBC indicated that docket approval will occur at the December SRBC board meeting.

Twin Springs Project: Pact has completed the majority of the work with the exception of finalizing the control system, the telemetry system and the chemical feed system. Pact submitted a change order request to provide three cellular modems and accompanying programming in lieu of utilizing the previously existing radio communication system at a cost of \$8,607.00. Gene Pierce made a motion to approve and execute Pact Two Change Order 1 in the amount of \$8,607.00, seconded by Craig Tomlinson. Motion carried unanimously.

## **OPERATION'S REPORT:**

Bruce reported that there were multiple call outs to the pump stations. Most of the call outs were to the new Terre Hill pump station. This pump station has required a lot of cleaning. Bruce has been getting it cleaned quarterly,

but he may need to change it to bi-monthly. There seems to be a lot of things being put in the system that should not be. In the past, a letter was sent to customers on a different part of the system and there was improvement. Denise said something could be included in the next round of bills as well as sending something to Valerie for the newsletter.

#### **PERSONNEL AND OPERATION'S COMMITTEE REPORT:**

The committee met on Aug. 28, 2024. Bruce explained that he was recently notified that in order to operate the Authority water system he needs his Class E certification. Bruce and Mike obtained their certificates and Tyler and Kenny will be getting it. The committee is recommending a raise for obtaining this certification. Gene Pierce made a motion to add Water Class B to the certification raises at an amount of \$0.50 per hour and for those operators who have already obtained the certification that the raise should be retroactive to the date it was obtained, seconded by Scott Marburger. Motion carried unanimously.

The committee also discussed mowing at the new treatment plant. Bruce explained that the property will need to be mowed and it takes approximately four hours to mow. He received a quote from Jeremiah Petersheim who mows the other Authority properties. He quoted \$575.00 per mowing. There was discussion about purchasing a mower or having Jeremiah mow it every other week instead of every week. The board didn't take any action until other options can be explored.

The Authority insurance company recommended the Authority implement a Motor Vehicle Record (MVR) Policy. A policy and consent forms were drafted and reviewed by Susan. Motor vehicle record reports will need to be run annually for all Authority employees. There is a cost for this. Denise provided information for two options. Praesidium is partnered with Selective Insurance. Their cost is \$5.00 per Motor Vehicle Record Check plus a state fee of \$14.00. The Credit Bureau of Lancaster County is \$31.00 per Motor Vehicle Record Check plus a one-time fee of \$50.00. Craig Tomlinson made a motion to approve the MVR Policy, consent form and Praesidium for the motor vehicle record services, seconded by Jason Firestine. Motion carried unanimously.

#### **NEW BUSINESS:**

Conestoga Wood Specialties (CWS) Partial Termination of Easement Agreement: Susan explained that CWS is terminating a portion of a temporary easement agreement. The temporary easement agreement was needed for CWS to decommission their former wastewater treatment plant. Gene Pierce made a motion to approve and record the Partial Termination of Easement Agreement with Conestoga Wood Specialties, seconded by Scott Marburger. Motion carried. Ken Witmer abstained.

#### **OLD BUSINESS:**

Terre Hill Borough/Lease of the former Terre Hill WWTP – The board discussed if this land would be suitable for Peter Martin to use for pastureland. This area has been designated as a riparian buffer area and numerous trees have been planted as required in the plan. For this reason, Craig Tomlinson made a motion to deny the request to lease the former Terre Hill Wastewater Treatment Plant property to Peter Martin for pastureland, seconded by Scott Marburger. Motion carried unanimously.

Having no further business Jason Firestine, moved to adjourn the meeting at 8:03 p.m., seconded by Terry Zook. The next meeting will be held on October 14, 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