

# WEAVERLAND VALLEY AUTHORITY

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

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## BOARD MEETING AGENDA

November 11, 2024

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### 1. OPEN MEETING

- A. **Minutes approval (October 14<sup>th</sup>)**
- B. **Public Comment** (public comment otherwise at time of each agenda item)
  - a. PA Auction Center – water line to old fire suppression

### 2. REPORTS OF COMMITTEES & OTHERS

#### A. Correspondence

Action Items:

- a. Marv Stoltzfus, 4949 Division Hwy. – Request for an easement encroachment agreement
- b. Todd Hillard, 301 B Linden St. – Request billing adjustment due to a water leak.

#### 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. Authorize approval of Change Order 2 for Contract #3 (BSI) - \$5,071.35
- b. Authorize payment to property owners and back charge HRI
- c. Recommend East Earl Township issue connection notices
- d. Approve USDA E-500 Amendment (Exhibit K) for additional post-construction engineering fees

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

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

#### G. **Budget Committee** – *Denise Bensing*

Action Items:

- a. 2025 Proposed Water and Sewer Rates
- b. 2025 Draft Budgets

### 3. NEW BUSINESS

Action Items:

- a. Approve and execute Easement Encroachment and License Agreement for Timmons, 1475 Conestoga View Dr.
- b. Approve and execute Easement Encroachment and License Agreement for Tomlinson, 1608 Main St.

### 4. OLD BUSINESS

- A. Miller, 108/110 Spring Grove Rd. – Requesting waiver of additional sewer EDU
- B. Sunset Ave. St. - Line Replacement (Water)

### 5. ADJOURN

# *Weaverland Valley Authority*

## **Meeting Minutes**

November 11, 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 November 11, 2024. Chairman Harold Kilhefner called the meeting to order at 6:30 p.m.

The following board members were present: Harold Kilhefner, Craig Tomlinson, 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 Gene Pierce, seconded by Terry Zook, that the minutes of the October 14, 2024, meeting be approved as submitted. The motion carried unanimously.

### **PUBLIC COMMENT:**

**PA Auction Center.** – Elmer Stoltzfus and Leon Stoltzfus explained that the fire suppression system for the building has been updated and the water lateral to the water tower is no longer needed. They asked if they could extend the line to their cistern and cap the line in case there is a future need, or if they need to cap the line coming on to the property. Dan explained that the cost to abandon the line/lateral would be the expense of the property owner. Dan also explained that the Authority Rules and Regulations require the line to be properly abandoned (capped) at the water main. The board agreed that the line needs to be abandoned at the water main as required by the Authority Rules and Regulations.

### **CORRESPONDENCE:**

1. Marvin Stoltzfus, 4949 Division Hwy. – Mr. Stoltzfus expanded his driveway and in doing so, paved over the sewer valve and cleanout. Dan explained that the property owner either needs to move the valve and cleanout or replace them according to specification details. If the board allows the paving to stay, the property owner would need to uncover the valve and cleanout and bring to specification standards (to grade & concrete collar with metal lid) and execute an easement agreement which would include wording that the Authority would not be responsible for replacing the asphalt if it would need to be removed for a repair. Gene Pierce made a motion to approve offering an easement encroachment agreement with the condition of bringing the valve and cleanout up to the specifications, seconded by Craig Tomlinson. Motion carried unanimously.
2. Todd Hillard, 301 B Linden St. – Due to a malfunctioning toilet, Mr. Hillard requested a billing adjustment. Gene Pierce made a motion to deny the request for a billing adjustment, seconded by Craig Tomlinson. Motion carried unanimously.
3. M.J. Reider lab reports (Shady Maple) October weekly lab results. There will be no surcharge for October.
4. New Holland Borough 2025 Estimated Treatment Costs – The quarterly cost will be \$21,222.34.
5. DEP Notice of Violation (NOV) for WWTP – Bruce reported that he tried to call DEP after receiving the notification. He explained that due to the low flows, there is a bacteria bloom rich environment in the last 20 feet of the piping of the UV System. They are currently disinfecting the final section of piping weekly but he would like to get approval from DEP to have an alternate fecal coliform sampling site. A response to the NOV is required in 25 days. Becker will work with Bruce to respond to the notification.

### **FINANCIAL REPORT:**

The Financial report was read with \$459,501.40 (Sewer \$436,647.87 Water \$22,853.53) in bills for approval.

Water & Sewer Collection Fund	\$79,796.13
Business Checking Water Fund – ENB	\$100,098.72
FDIC Insured Sweep Account – Water	\$1,092,264.25
ENB Checking – Twin Springs Project	\$307.66

FDIC Insured Sweep Account - Sewer	\$5,593,610.77
Business Checking Sewer Fund - ENB	\$250,246.79
FDIC Insured Sweep Account (Debt Reserve Acct.) – ENB	\$1,295,562.15
Short-Lived Asset Account - ENB	\$70,256.61
Joint WWTP Business Checking (Construction Acct.) – ENB	\$46,623.21

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

Denise presented Payment Requisition #30 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$50,405.01. Gene Pierce made a motion to approve the WWTF & System Project Payment Requisition #30 in the amount of \$50,405.01, seconded by Jason Firestine. Motion carried unanimously.

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

**Dan Becker** reported:

CA/CM: Pact has two outstanding punch list items that need to be addressed. The first is to eliminate the ponding within the asphalt paving. The second is for Pact to coordinate with the electrical contractor to install electric to the hoist. Garden Spot Mechanical will be onsite to repair the piping that froze last winter. Dan explained that in order to obtain the final occupancy permit for the WWTF, occupancy sensors are required. BSI provided and installed the sensors as well as an adapter module to include emergency generator alarms. Gene Pierce made a motion to approve Contract 3, Change Order 2 in the amount of \$5,071.35, seconded by Craig Tomlinson. Motion carried unanimously.

HRI has completed the installation and testing of sanitary sewer facilities. All asphalt paving is complete. Most of the spare parts have been delivered. Susan has been in communication with HRI's attorney. Becker continues to track costs incurred by the Authority as a result of HRI's actions. Becker recommends these costs be back charged to HRI. Becker recommends property owners who incurred costs be reimbursed by the Authority and then back charged to HRI. Craig Tomlinson made a motion to authorize payment to property owners noted in items 4,6,10, and 11 on Page 10 of the Engineer's Report and back charge those costs to HRI, seconded by Gene Pierce. Motion carried unanimously.

Becker recommends the Authority recommend the Township issue an additional 70 connection notices and allow 180 days to connect. Craig Tomlinson made a motion to recommend East Earl Township issue 70 connection notices along Ironstone Dr., Hayfield Dr., Union Grove Rd., Conestoga View Dr., Spring Grove Rd., and Reading Rd. and allow 180 days for connection, seconded by Terry Zook. Motion carried unanimously.

Due to HRI's continued project completion delays, Becker is requesting the Authority and USDA authorize additional compensation to Becker for post-construction services. This additional compensation would include additional services through January 31, 2025. Gene Pierce made a motion to approve the USDA E-500 (Exhibit K), conditioned upon USDA's approval in the amount of \$150,256.00, seconded by Craig Tomlinson. Motion carried unanimously. Dan noted that this should also be back charged to HRI.

Lead and Copper Rule Revisions (LCCR) for Lead Service Lines: The lead service line inventory was provided to DEP by the deadline of October 15, 2024. Letters to property owners with unknown connections are in the process of being mailed but they will also be mailed prior to the PADEP mandated deadline. The Authority will more than likely need to verify the connection material.

Water Storage Tank Rehab: Dan reported that the Authority was awarded an LSA grant in the amount of \$380,000.00 for this project. The water tower footer repair will be completed in tandem with this project.

### **SOLICITOR'S REPORT:**

Susan reported that she reached out to HRI's attorney and suggested an informal meeting. She will gather some dates and work on setting up this meeting.

### **OPERATION'S REPORT:**

Bruce reported that the Authority received numerous complaints of brown water in the Weawit St. area. At the time of the complaints, PA Auction center was draining the water tank. It was thought that the valve to the water tower was closed but it was actually open. This caused discolored water just like when fire hydrants are flushed. The valve is now closed.

### **BUDGET COMMITTEE REPORT:**

Denise distributed the proposed 2025 water and sewer rates. Denise explained that as discussed in 2024, the committee is recommending reducing the base rate in order to move toward a rate structure based on consumption charges only. The committee is also proposing no increase in the overall rates for 2025. The proposed quarterly rates are as follows:

Water: Service Charge \$38.00 per EDU plus \$5.55 per thousand gallons

Sewer: Service Charge \$100.00 per EDU plus \$15.00 per 1,000 gallons

Non-metered customers: \$300.00 per EDU

Gene Pierce made a motion to set the 2025 sewer rates at \$100.00 per EDU per quarter and \$15.00/1,000 gallons and a sewer flat rate of \$300.00 for non-metered customers, seconded by Craig Tomlinson. Motion carried unanimously. Gene Pierce made a motion to set the 2025 water rates at \$38.00 per EDU per quarter and \$5.55/1,000 gallons, seconded by Craig Tomlinson. Motion carried unanimously.

Denise also distributed 2025 draft budgets for water and sewer. Denise reported that the committee met on two occasions. Gene reported that the committee reviewed the budgets and the Authority is in a good financial position. Gene Pierce made a motion to approve the 2025 Sewer Budget, seconded by Craig Tomlinson. Motion carried unanimously. Gene Pierce made a motion to approve the 2025 Water Budget, seconded by Craig Tomlinson. Motion carried unanimously.

### **NEW BUSINESS:**

Easement Encroachment & License Agreement – Timmons, 1475 Conestoga Creek Rd.: Gene Pierce made a motion to approve and execute the Easement Encroachment and License Agreement for Timmons at 1475 Conestoga Creek Rd., seconded by Craig Tomlinson. Motion carried unanimously.

Easement Encroachment & License Agreement – Tomlinson, 1608 Main St.: Gene Pierce made a motion to approve and execute the Easement Encroachment and License Agreement for Tomlinson, 1608 Main St., seconded by Terry Zook. Motion carried. Craig Tomlinson abstained.

### **UNFINISHED BUSINESS:**

Miller, 108/110 Spring Grove Rd.: Susan reported that this is in process.

Having no further business Jason Firestine moved to adjourn the meeting at 8:24 p.m., seconded by Craig Tomlinson. The next meeting will be held on December 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