

WEAVERLAND VALLEY AUTHORITY

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

BOARD MEETING AGENDA

January 13, 2025

1. OPEN MEETING

A. Reorganization of the Board

Chairperson (Currently Harold Kilhefner)
Vice-chairperson (Currently Craig Tomlinson)
Secretary (Currently Terry Zook)
Treasurer (Currently Gene Pierce)
Asst. Secretary (Currently Randy Miller)
Asst. Treasurer (Currently Scott Marburger)

Appointments

Authority Solicitor (Currently Susan Peipher – Appel, Yost, & Zee)
Engineer (Currently Dan Becker – Becker Engineering)
Auditor (Currently - Maher Duessel)

B. Minutes approval (December 9th)

C. Public Comment (public comment otherwise at time of each agenda item)

Action Item:

a. Robert & Trisha Snyder, 1518 Main St – Request waiver of additional EDU

2. REPORTS OF COMMITTEES & OTHERS

A. Correspondence

Action Items:

a. Rinker, 8 Dawkins Dr. – Penalty Waiver Request (\$75.73)
b. Allgyer, 1290 Martin St – Easement encroachment dispute

B. Administrative Report—Denise Bensing

Action Item:

a. Cyber Liability Coverage

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. Recommend East Earl Township issue connection notices
b. Grant sewer capacity for 5 properties:
1526/1528 Main St. – 2 EDU's
1597 Main St. – 2 EDU's
1455/1457 Main St. – 2 EDU's
1600 Main St. – 3 EDU's
1574 Main St. – 2 EDU's

E. Solicitor's Report – Susan Peipher

F. Operation's Report—Bruce Crabb

3. OLD BUSINESS

A. Miller, 108/110 Spring Grove Rd. – Requesting waiver of additional sewer EDU

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

4. ADJOURN

Weaverland Valley Authority

Meeting Minutes

January 13, 2025

The Board of the Weaverland Valley Authority (“Authority”) met at the East Earl Township building 4610 Division Hwy, East Earl, Lancaster County, Pennsylvania on January 13, 2025. Denise Bensing, serving as temporary chairperson, called the meeting to order at 6:30 p.m.

The following board members were present: Harold Kilhefner, Craig Tomlinson, Gene Pierce, Terry Zook, Scott Marburger and Devin Sensenig. Also, present were Rob Hallman, Becker Engineering; Susan Peipher, Appel, Yost, and Zee and Denise Bensing, Administrator.

REORGANIZATION:

Gene Pierce made a motion to nominate the same officers for 2025 with the exception of Assistant Secretary, Randy Miller to be replaced with Jason Firestine, seconded by Terry Zook. Motion carried unanimously.

2025 Officers:

Chairperson – Harold Kilhefner

Vice-Chairperson – Craig Tomlinson

Secretary – Terry Zook

Treasurer – Gene Pierce

Asst. Secretary – Jason Firestine

Asst. Treasurer – Scott Marburger

Harold Kilhefner presided over the meeting:

Gene Pierce made a motion to appoint Susan Peiffer, Appel, Yost & Zee as the Authority solicitor for 2025 seconded by Craig Tomlinson. Motion carried unanimously.

Gene Pierce made a motion to appoint Dan Becker, Becker Engineering as the Authority engineer for 2025 seconded by Craig Tomlinson. Motion carried unanimously.

Gene Pierce made a motion to appoint Maher Duessel as the Authority auditor for 2025 seconded by Terry Zook. Motion carried unanimously.

MINUTES: A motion was made by Gene Pierce, seconded by Craig Tomlinson, that the minutes of the December 9, 2024, meeting be approved as submitted. The motion carried unanimously.

PUBLIC COMMENT:

Robert & Trisha Snyder, 1518 Main St. – Mr. & Mrs. Snyder requested a waiver of the additional EDU required for their flower business. The only restroom facilities on the property are two porta-potties. There are a few part-time employees for the summer season. Gene Pierce made a motion to waive the additional tapping fees based on the precedent set with other in-home occupations, seconded by Craig Tomlinson. Motion carried unanimously.

CORRESPONDENCE:

1. Rinker, 8 Dawkins Dr. -Penalty waiver request – Mr. Rinker requested a waiver of the penalty of \$75.73 assessed on his account. Mr. Rinker said he did not receive the bill. It was noted that the Rinkers have been late numerous times in the past couple of years and have not yet paid the current quarter’s bill. Gene Pierce made a motion to deny waiving the penalty of \$75.73, seconded by Craig Tomlinson. Motion carried unanimously.

2. Gerald Allgyer, 1290 Martin St. – Mr. Allgyer was notified that an RV on his property was within the Authority easement. The Authority requested that the RV be moved so the sewer facilities on his property could be inspected. The Township notified the Authority that they believed somebody was living in the RV(s) on the property. Susan reported that she located the easement recorded on his deed which dates back to 1987. Susan will respond to Mr. Allgyer's letter.
3. M.J. Reider lab reports (Shady Maple) December weekly lab results. There will be no surcharge for December.
4. Appel, Yost & Zee – 2025 Hourly Rates. The 2025 rates represent an average 5% increase (\$10.00/hour).

ADMINISTRATIVE REPORT:

Denise distributed follow-up information on the Cyber Liability Coverage. She explained that the insurance agent doesn't feel it is necessary to get other quotes. He noted that Travelers is able to offer necessary resources and they are an A rated carrier. Denise also distributed information that Becker collected from some of their other clients. Gene Pierce made a motion to purchase the Cyber Liability Policy at a cost of \$2,135.00, seconded by Terry Zook. Motion carried unanimously.

FINANCIAL REPORT:

The Financial report was read with \$167,623.41 (Sewer \$114,293.32 Water \$53,330.09) in bills for approval.

Water & Sewer Collection Fund	\$1,297.24
Business Checking Water Fund – ENB	\$100,084.70
FDIC Insured Sweep Account – Water	\$1,122,754.45
ENB Checking – Twin Springs Project	\$4,011.46
FDIC Insured Sweep Account - Sewer	\$5,539,905.14
Business Checking Sewer Fund - ENB	\$250,211.75
FDIC Insured Sweep Account (Debt Reserve Acct.) – ENB	\$1,304,051.64
Short-Lived Asset Account - ENB	\$70,374.08
Joint WWTP Business Checking (Construction Acct.) – ENB	\$38,608.97

Denise noted that there was also a total of \$21,391.20 in bills paid between meetings which is noted on the financial report. A motion was made by Scott Marburger to approve the financial report and pay the bills, seconded by Craig Tomlinson. Motion carried unanimously.

Denise presented Payment Requisition #32 for the WWTP and Conveyance System project. The amount of the requested loan advance is \$32,948.94. Gene Pierce made a motion to approve the WWTF & System Project Payment Requisition #32 in the amount of \$32,948.94, seconded by Terry Zook. Motion carried unanimously.

ENGINEER'S REPORT:

Rob Hallman reported:

CA/CM: Becker is working with Susan to finalize contracts 1 & 2. The paving issues under contract 1 have not yet been resolved. Rob reported that Pact has offered additional funds for the paving issues. Becker will work with Susan to draft a change order. Becker updated the punch list for contract 2. HRI did submit a payment application, but the figures included on the application were not correct. BSI (contract 3) will be addressing the heat trace indicator lights this month. Garden Spot Mechanical will be repairing the piping that froze last winter at the WWTP on Monday. Becker has met with Code Administrators at the WWTP and Terre Hill Pumping Station to address the remaining comments to receive the final occupancy permit.

Becker recommends the Authority recommend the Township issue an additional 23 connection notices and recommend allowing until September 1, 2025 to connect. Gene Pierce made a motion to recommend East Earl Township issue 23 connection notices to properties along SR023 (Main St.), Spring Grove Rd., Frogtown Rd., and Valley View Dr., and allow until September 1, 2025 for connection, seconded by Terry Zook. Motion carried unanimously.

Becker received Service Applications for the following for the following non-residential or multi-unit properties and recommends the following capacity allocations:

Capacity Allocations:

1. 1526/1528 Main St. – 2 EDU's

2. 1597 Main St. – 2 EDU's
3. 1455/1457 Main St. – 2 EDU's
4. 1600 Main St. – 3 EDU's
5. 1574 Main St. – 2 EDU's

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

Becker provided a list of properties to the Authority where the LPSS laterals exceeded 150' from the road ROW to the grinder pumping station. These properties will need to be billed for excess lateral length. Denise will send the letters.

529 Ranck Rd. – The developer's consultant submitted a sanitary sewer and water capacity request. Becker will coordinate a meeting with the Authority, Earl Township Sewer Authority, and New Holland Borough Authority to discuss the alternatives.

SOLICITOR'S REPORT:

Susan reported that she is working on setting up a meeting with HRI. Gene requested an itemized list of HRI's change orders.

OPERATION'S REPORT:

Bruce presented his report via email.

Having no further business Devin Sensenig moved to adjourn the meeting at 7:58 p.m., seconded by Terry Zook. The next meeting will be held on February 10, 2025, beginning at 6:30 p.m.

Respectfully submitted,

Denise A. Bensing

Cc: Harold Kilhefner
Scott Marburger
Randy Miller
L. Eugene Pierce
Jason Firestine
Terry Zook
Craig Tomlinson
Devin Sensenig
East Earl Township
Terre Hill Borough
Robert Rissler
Dan Becker, Becker Engineering
Susan Peipher, Appel, Yost & Zee