

WEAVERLAND VALLEY AUTHORITY

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

BOARD MEETING AGENDA

April 14, 2025

1. OPEN MEETING

A. Minutes approval (March 10th)

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

Action Item:

- a. Greg & Diane Shirk, 408 Spring Grove Rd. – Request WVA pay for reworking electric
- b. Bob & Teresa Wiley, 1487 Ironstone Dr. – Request to waive charges for lateral over 150'

2. REPORTS OF COMMITTEES & OTHERS

A. Correspondence

B. Administrative Report—*Denise Bensing*

C. Financial Report—*Denise Bensing*

Action Items:

- a. Approval of Financial Report and pay the bills.

D. Engineer's Report—*Becker Engineering*

Action Items:

- a. Paving proposal for WWTP
- b. Execute PADP Sewage Facilities Planning Written Certification
- c. Rescind the motion to motion to adopt Resolution 2025-01 to increase the Terre Hill water tapping fee to \$5,500.
- d. Twin Springs Connection – Approve A. N. Lynch (Contract 2) Payment Application 3 in the amount of \$1,425.00.
- e. Twin Springs Connection – Approve Contract 2 (A. N. Lynch) Change Order 1.
- f. Twin Springs Connection – Authorize execution of Contract 2 (A.N. Lynch) Certificate of Substantial Completion.

E. Personnel & Operations Committee Report – *Terry Zook*

Action Items:

- a. Mowing Estimates
- b. Vac Truck Purchase

F. Operation's Report—*Bruce Crabb*

3. OLD BUSINESS

A. ACTION ITEM:

- a. Petre, 1563 Main St, Easement Encroachment Agreement - Authorize Execution
- b. Stoltzfus, 4949 Division Hwy. Easement Encroachment Agreement – Authorize Execution

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

4. ADJOURN

Weaverland Valley Authority

Meeting Minutes

April 14, 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 April 14, 2025. 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, Scott Marburger, and Devin Sensenig. Also, present were 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 March 10, 2025, meeting be approved as submitted. The motion carried unanimously.

PUBLIC COMMENT:

Greg & Diane Shirk, 408 Spring Grove Rd. – The Shirks are requesting the Authority pay the cost to redo the wiring for the grinder pump. The Shirks had the work done in 2022 using the electric specifications at that time. In 2024, the electric specifications were changed. The estimate for the work is approximately \$700.00. Gene Pierce made a motion to approve the request to pay for the rewiring, seconded by Craig Tomlinson. Motion carried unanimously.

Bob Wiley, 1487 Ironstone Dr. – The Wileys are requesting a waiver for the charges due to the lateral being over 150’. Mr. Wiley explained that due to the layout of his property, HRI, Becker, and he determined the location it was placed was the best location. Gene Pierce made a motion to waive the additional cost for the lateral length over 150’, seconded by Devin Sensenig. Motion carried unanimously.

CORRESPONDENCE:

1. M.J. Reider lab reports (Shady Maple) March weekly lab results. There will be no surcharge for March.
2. SRBC Terre Hill Well 1, 3, & 6 docket approval. There is some work required and some special conditions to be addressed.

ADMINISTRATIVE REPORT:

Budget to Actual 1st Quarter 2025 – Denise distributed the Budget to Actual for the 1st Quarter of 2025. Although there are numerous accounts over budget for the quarter, there are also numerous lines below the budgeted amount also. Denise feels the Authority is in a good place.

2025 Insurance Package – The 2025 insurance package was received. Overall, insurance is higher for 2025. The Authority insurance price is higher by 16%. The agent said this is average. The cost for 2025 is 57,319. The bill is included in the list of bills to be approved.

Billing Software – Denise explained that with the server upgrade and the installation of Autumn’s new computer, there has been a lot of communications with the billing software company (Diversified Technology). Diversified explained to Denise that the software the Authority is currently using is no longer supported and it would be best to upgrade the program. Diversified will provide a quote. Denise also explained that the software is shared with the Township and she needs to discuss upgrading the software with them. This has not been budgeted but it may be possible to wait to upgrade until 2026.

FINANCIAL REPORT:

The Financial report was read with \$270,003.62 (Sewer \$207,625.14 Water \$62,378.48) in bills for approval.

Water & Sewer Collection Fund	\$11,913.71
Business Checking Water Fund – ENB	\$100,084.94
FDIC Insured Sweep Account – Water	\$1,159,723.45
ENB Checking – Twin Springs Project	\$4,036.60
FDIC Insured Sweep Account - Sewer	\$6,070,739.86

Business Checking Sewer Fund - ENB	\$250,212.34
FDIC Insured Sweep Account (Debt Reserve Acct.) – ENB	\$1,315,805.34
Short-Lived Asset Account - ENB	\$140,508.26
Joint WWTP Business Checking (Construction Acct.) – ENB	\$1,123.76

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

ENGINEER'S REPORT:

Dan Becker reported:

CA/CM: Issuance of the Final Occupancy Permit for the WWTF project buildings was expected the week of April 7th. Becker is now hoping it is this week. Becker is working on coordinating yard restorations. Becker prepared the Record Drawings for the WWTP project and will provide one hard copy and one digital copy to each Bruce and Denise.

Paving Proposal for WWTP – Becker solicited numerous paving contractors for the repairs to the paving at the WWTP. The Authority received a credit of \$15,000 from Pact for this work. Lyons & Hohl provided a proposal of \$32,000 and BR Kreider provided a proposal of \$11,000. Gene Pierce made a motion to accept the proposal from BR Kreider for the paving, seconded by Craig Tomlinson. Motion carried unanimously. Dan also mentioned that a credit was received from Pact for the damage to Conestoga Creek Rd. The Township will discuss repairs for Conestoga Creek Rd. at their May meeting.

Timberline – Becker is working with the Authority staff to discuss items included in the March 15, 2022 review letter.

Millstream (Twin Springs Lot #8) – Becker received Record Drawings. It appears that all items have been addressed, and the developer can request the release of the financial securities and escrows.

PA Auction Center – The property owner's contractor completed the proper removal/abandonment of the existing 4-inch water service line.

Sauder Hardscape – Installation and testing of the sanitary sewer and water facilities are complete. The grinder pumping station startup report and Record Drawings remain outstanding.

Harting Subdivision – The contractor notified Becker that there appears to be conflicts between the stormwater facilities and the proposed sanitary sewer and water facilities. Becker directed the contractor to notify the developers consultant and have revised plans submitted for review.

Earland Industrial Complex (Lot 14A & 14B). – The Authority received a request from the developer's consultant to execute the Written Certification Attachment to the PADEP Sewage Facilities Planning Exemption Application Mailer. Terry Zook made a motion to execute the PADEP Sewage Facilities Planning Written Certification, seconded by Craig Tomlinson. Motion carried unanimously.

Terre Hill Water System Water Tapping Fees – Dan reported that when he calculated the tapping fee, he used the incorrect household per capital population. Dan recommends the Authority rescind Resolution 2025-01. Gene Pierce made a motion to rescind Resolution 2025-01 from the March 2025 meeting increasing the Terre Hill water tapping fee to \$5,500, seconded by Devin Sensenig. Motion carried unanimously.

Chapter 94 Report to DEP – The Chapter 94 report to DEP was submitted and accepted.

Twin Springs Well Connection – This project should be completed by May 2nd. Becker received and reviewed Payment Application #3 from A.N. Lynch. Gene Pierce made a motion to approve Contract 2 (A.N. Lynch) Payment application 3 in the amount of \$1,425.00, seconded by Terry Zook. Motion carried unanimously.

Becker received Change Order 1 from A.N. Lynch to modify the final completion date. Gene Pierce made a motion to approve Contract 2 (A.N. Lynch) Change Order 1, seconded by Craig Tomlinson. Motion carried unanimously.

A.N. Lynch submitted a request for substantial completion. Scott Marburger made a motion to execute the Certificate of Substantial Completion establishing a Substantial Completion date of March 27, 2025, seconded by Craig Tomlinson. Motion carried unanimously.

PERSONNEL & OPERATION'S COMMITTEE REPORT:

Terry reported that the committee met on March 27, 2025. The committee discussed the following items:

1. 2025 Mowing Season – Bruce received 2 quotes. P & P Home Improvements was the lowest quote at \$925.00 per week. P & P provided mowing services for 2024. Bruce was happy with the service. He did discuss that if there is no need to mow due to a drought or late season, that the properties shouldn't be mowed. Bruce will make this call if necessary. Gene Pierce made a motion to approve P & P Home Improvements for the 2025 mowing season, seconded by Terry Zook. Motion carried unanimously.
2. Vac-Truck Purchase – The committee discussed the purchase of a vac-truck. Bruce explained that \$325,000 was budgeted for a vac-truck but the cost has increased significantly. The committee is recommending the amount be increased to \$425,000. Gene would like to see the Authority budget for the additional cost. Bruce will check when payment will be due. Gene Pierce made a motion to place an order for a vac-truck up to \$425,000, seconded by Craig Tomlinson. Motion carried unanimously.

OPERATION'S REPORT:

Bruce reported that it was a busy month with several service callouts this month. There were 7 new activations. There are still intermittent electrical issues. The UV ballast and UV quartz and bulb needed to be replaced already. Bruce feels this was early to need replaced. There have been some issues with leaking c-channels in the grinder tanks. The supplier, CW Sales, has been contacted to find out how this issue will be fixed.

OLD BUSINESS:

Petre, 1563 Main St. Easement Encroachment Agreement. – The Petres signed and notarize the Easement Encroachment Agreement for their fence which was prepared by Susan. Gene Pierce made a motion to execute the Easement Encroachment Agreement for 1563 Main St., seconded by Craig Tomlinson. Motion carried unanimously.

Stoltzfus, 4949 Division Hwy. Easement Encroachment Agreement. – The Stoltzfus's signed and notarize the Easement Encroachment Agreement for the driveway improvements which was prepared by Susan. Gene Pierce made a motion to execute the Easement Encroachment Agreement for 4949 Division Hwy., seconded by Terry Zook. Motion carried unanimously.

Having no further business, Terry Zook moved to adjourn the meeting at 7:50 p.m. seconded by Scott Marburger. The next meeting will be held on May 12, 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, LLC