MEETING MINUTES January 8, 2003

WEST EARL SEWER AUTHORITY
PO BOX 725
BROWNSTOWN, PA 17508-0725

The West Earl Sewer Authority meeting was held in room 103 at the West Earl Township Municipal Building, 157 West Metzler Road, Brownstown, Pennsylvania on Wednesday, January 8, 2003. Chairman Bryant Webb called the meeting to order at 7:30 PM.

Authority members present: Bryant Webb, Barry Smith, John Posselius, Rick Haverstick. Also present: Russ MacNair, engineer and Teresa Beever recording secretary.

Guests: Patrick Barrett, Jim Guerin, Charles and Betsy Youndt

1. REORGANIZATION 2003
   The motion by Rick Haverstick, seconded by Barry Smith was approved unanimously to accept Bryant Webb, Chair; Barry Smith, Vice Chair and Secretary; Rick Haverstick, Treasurer; John Posselius, Assistant Treasurer and Assistant Secretary; AND to retain Camp, Dresser& McKee, Inc. as the Authority Engineer; Morgan, Hallgren, Crosswell & Kane, PC., as the Authority Solicitor; Rhoads and Sinon LLP, as the Authority Bond Counsel; and Miller and Miller Certified Public Accountants, LLP as the Authority CPA.

2. MINUTES
   The motion by Barry Smith, seconded by Rick Haverstick was approved unanimously to accept the minutes of the December17 meeting as presented.

SLUDGE HAULING BID OPENING
Three bids were received and opened by the Engineer. Klines’ price is .0725 cents per gallon with no additional charge for cleaning scum baffles. Armstrong’s price is .09 cents per gallon. Envirowaste Solutions bid .0725 cents per gallon. Because two of the bids are the same, the engineer will review all the documents and send a memo to each of the Authority members with the details of the bids and CDM’s recommendation for award. The Authority noted a preference for Klines to receive the bid award if all other details of Envirowaste Solution’s bid are equal. The motion by John Posselius, seconded by Rick Haverstick was approved unanimously to award the bid to Klines Septic Service, pending the engineer’s review and recommendation.

4. GUESTS
   Bob and Betsy Youndt signed the release of condemnation as it pertains to the South State Street Project. The payment of $324.60 will be issued to Mr. and Mrs. Youndt for the right of way compensation.
   Patrick Barrett reported that the position of Treatment Plant Operator will be advertized within the upcoming week. The Authority asked that consideration be given to a possible residency or distance requirement to guarantee a response time of 15 to 30 minutes in the case of an emergency.

5. ENGINEER’S REPORT
   Monthly Operator’s Report Cawley Environmental Services, Inc. did not provide a report for the month of December for review at this meeting. The engineer indicated that the expenses which were incurred by Cawley for the Tobacco Road and Cocalico Creek pumping stations will be billed to Garland. The motion by John Posselius, seconded by Barry Smith was approved
unanimously to direct the engineer to assess the charges incurred at the pumping stations and to have these charges billed to Gariand.

**WWTP Upgrade and Expansion** - The engineer reported that the base slab of the SBR will be in place by this Friday, January 10. Meeting minutes from the December 19 Job Conference were distributed to the Authority. The next Job Conference is scheduled for January 23 at 2 p.m. at the West Earl Township Municipal building. Authority members were invited to attend.

**South State Street** - The project has been delayed due to the wet ground, however Erb is ready to begin as soon as conditions permit. Mr. and Mrs. Youndt have signed the release of condemnation, as noted earlier in these minutes. Mr. and Mrs. Stuckey have not yet signed the condemnation documents.

**Non-Residential Waste** - The engineer will schedule walk-through inspections of several non-residential facilities in question to verify whether a non-residential discharge permit is needed. ODVM will send letters to users who do not meet the criteria for a discharge permit explaining that a permit is not needed. **Act 537 Update** - Work is continuing.

**Danone Effluent Flow Meter** - CDM reported that the sewage meter appears to be functioning properly. The engineer will issue a letter to Danone accepting the sewage meter for use in billing. For the next several billings, both methods of determining flow will be used and compared.

**American LaFrance/Zimo Partners LP** - ARRO Consulting is working on the design for water connection to the property. CDM is evaluating the water usage to determine the tapping fees for sewer connection, MacNair and a representative from WESA will attend the February 3 Water Authority meeting to learn ARRO’s progress on the design.

**Eagle Drive and Cocalico Creek Road Pumping Stations** - A memo was distributed to the Authority regarding additional problems found at the pumping stations. A small steady stream of water was found entering the wet well from the influent pipe at the Cocalico Creek Road Pumping Station between the wet well and MH 100. At the Eagle Drive (Tobacco Road) Pumping Station, there is an accumulation of water in the valve pit that is not properly draining to the wet well. These problems have been added to the punchlist items for correction.

**Eagleview Estates Phase II** - The engineer has not reviewed the plans for Phase II since the required $3000 Escrow has not been received from Garland. Eric Johnston has requested capacity and the planning module for Phase II. The Authority directed MacNair to provide Mr. Johnston with a capacity letter and the required information on the planning module.

**Eagleview Estates Phase I** - Crosswinds Associates requested a reduction in the Letter of Credit for On-silo construction, CDM recommended the Letter of Credit #CWAD258 be reduced to zero and replaced with a Maintenance Security for $20,831.25. The motion by Rick Haverstick, seconded by Barry Smith was approved unanimously to reduce the security as recommended by the engineer.

**Millway Acres** - The Authority directed the engineer to respond to the Commercial Lot Sewage Capacity Request from Eric Johnston. Garland proposes to divide Commercial Lot No. 2 into four separate commercial lots. Planning module information will also be forwarded to Johnston for this proposed subdivision.

**Rules & Regulations** - CDM has been updating the Rules and Regulations for the past several months. The Rules & Regulations should be ready for distribution at February’s meeting.

**Triangle Car Wash** - The septic tanks have been disconnected. CDM has inspected the disconnection and the Car Wash will be billed for the Engineer’s time.

6. **LANCASTER GENERAL HOSPITAL**
A letter from Steckbeck Engineering & Surveying, Inc. to the Ephrata Township Sewer Authority requesting sewer capacity was distributed to the Authority. No action was taken by West Earl Sewer Authority.

7. **SLUDGE HAULING**
Armstrong Environmental Services requested authorization to haul sludge from the plant during the month of January since the contract expired in December. The Recording Secretary distributed the e-mail which authorized the hauling and disposal during the month of January for $0.0925 per gallon.

8. **BILLS**
The motion by Rick Haverstick, seconded by John Posselius was approved unanimously to pay
January’s bills totaling $191,926.96

9. PAYMENT REQUISITIONS
   The motion by Barry Smith, seconded by Rick Haverstick was approved unanimously to authorize payment requisition #5 for $26,762.17.
   The motion by Rick Haverstick, seconded by Barry Smith was approved unanimously to authorize payment requisition #1 for $165,164.19.

10. OTHER BUSINESS
    The property located at 261 SchoolLane Avenue has been billed for ¼ EDU per quarter because of its seasonal usage. The recording secretary informed the Authority that the property has been sold and questioned whether there had been an agreement regarding the billing of this property which would include subsequent owners. The Authority said there is no agreement and the usage of the property should be determined on an individual basis.

    Ricky Haverstick, speaking on behalf of the West Earl Fire Company No. I requested a donation from the Authority. Although the Authority is in favor of a donation, the engineer said he would speak to the solicitor regarding this matter and report back at the February meeting.

    **Statements of Financial Interest** forms were distributed to the Authority members for their completion.

11. ADJOURNMENT
    The motion by Rick Haverstick, seconded by John Posselius was approved unanimously to adjourn the meeting at 9:00 P.M.