MEETING MINUTES -September 10, 2003

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

The West Earl Sewer Authority meeting was held in room 102 at the West Earl Township Municipal Building, 157 West Metzler Road, Brownstown, Pennsylvania on Wednesday, September 10, 2003. Vice - Chairman Barry Smith called the meeting to order at 7:30 P.M.

Authority members present: Barry Smith, Rick Haverstick, Thomas Zimmerman. Also present: Russ MacNair, engineer and Teresa Beever recording secretary.

1. MINUTES
   The motion by Rick Haverstick, seconded by Thomas Zimmerman was approved unanimously to accept the minutes of the August 13 meeting as presented.

2. FINANCIAL STATEMENTS
   Jeff High, from Miller & Miller, presented copies of the audited financial statements for fiscal year 2002-2003. The accountant reviewed comparisons between last year and this year and explained the differences in revenues and expenses.

3. ENGINEER’S REPORT
   Monthly Operator’s Report - the report indicated that the plant is running very well. Although fecal coliforms were high on August 1 due to the changeover to the new plant UV system, the monthly average for fecal coliforms was well below the maximum requirement. Due to lightning damage to the alarm system at the Church Street Pumping Station, a new system will be installed. The water department had an alarm panel in storage which will can be used as a replacement. WESA authorized the expense to have the technician wire in the new control panel at the pumping station when he is on site for work at the treatment plant. This will be a savings to the Authority for the repair of the alarm system. An insurance claim will be made for the damaged part.

   WWTP Upgrade and Expansion - work is progressing on schedule. The operator requested that an automatic gate be installed at the entrance to the plant rather than a manual gate. The motion by Rick Haverstick, seconded by Tom Zimmerman was approved unanimously to authorize up to $1500 for the installation of the automatic gate as requested by the plant operator.

   South State Street - Ray Erb has completed the landscaping. Photos were distributed by the engineer which show the newly seeded areas are still bare. The Authority will consider final payment to Erb at the October meeting.

   Non-Residential Waste - CDM has requested more information from American LaFrance. To date this information has not been provided.

   537 Update - draft copies of the report were distributed to the Authority. Several items were not completed at this time. When the balance of the information is added, draft copies will be distributed to the Board of Supervisors for their review. The Authority will also be issued copies of the updated
information when completed.

**Zimco** - the Authority requested that the Water Authority consider paying the cost of design and inspection of the proposed water main which would serve the Zimco property. The Water Authority agreed to pay the cost of the design, which was completed in early 2003. At their September 8 meeting, the Water Authority reviewed the Authority’s request. It is the position of the Water Authority that inspections and all other expenses relative to the water extension be borne by others. The **motion** by Rick Haverstick, seconded by Tom Zimmerman was approved unanimously to authorize CDM to contact the solicitor to write a letter to Attorney Hess explaining that the West Earl Water Authority will not bear the cost of inspections.

**Eagleview Estates Phase II** - The second amendment to agreement containing the provision discussed at the August meeting was signed by the Authority. Copies of the signed agreement will be distributed to the engineer and solicitor.

**Rules and Regulations** - Final copies of the document were distributed to the Authority members. The **motion** by Rick Haverstick, seconded by Thomas Zimmerman was approved unanimously to adopt the Rules and Regulations as prepared by CDM.

**East Main Street Sewer Upgrade Project** - The engineer reported that the survey work needed for design has been ordered but has not been completed to date.

**Ressler & Mateer Stormwater Discharge** - Diehm & Son requested permission to discharge stormwater into the Authority’s easement at this property. The engineer reviewed the request and informed the authority that the stormwater should not cause any problem if discharged into the easement. WESA authorized CDM to send a letter to Diehm explaining that the easement can be used for the discharge.

4. **NEW BUSINESS**

**Appointment** - The **motion** by Rick Haverstick seconded by Barry Smith was approved unanimously to appoint Thomas Zimmerman as Secretary to the Authority.

**Dedication request** - Phil Garland requested the dedication of Eagleview Estates Phase I, Eagleview Estates off-site improvements and Millway Acres off-site improvements. The solicitor reviewed the security bonds and Bills of Sale and they are in order. CDM recommended that several items should be completed as a condition of dedication of the pumping stations. A memo containing CDM’s recommendations is included with these minutes. The **motion** by Rick Haverstick, seconded by Tom Zimmerman was approved unanimously to accept dedication of Eagleview Estates Phase I, Eagleview Estates off-site improvements and Millway Acres off-site improvements based on the terms of the engineer’s memorandum and with the understanding that these items must be done within the next 30 days.

5. **BILLS**

The **motion** by Rick Haverstick, seconded by Tom Zimmerman was approved unanimously to pay September’s bills totaling $19,636.99.

6. **PAYMENT REQUISITIONS**

The **motion** by Tom Zimmerman, seconded by Rick Haverstick was approved to authorize payment requisition #9 for $19,636.99. The **motion** by Rick Haverstick, seconded by Tom Zimmerman was approved unanimously to authorize payment requisition #15 for $247,891.91. The requisitions were signed by the engineer and Authority.
7. **ADJOURNMENT**
The *motion* by Rick Haverstick, seconded by Tom Zimmerman was approved unanimously to adjourn the meeting at 8:50 P.M.