

## MEETING MINUTES – May 12, 2010

WEST EARL SEWER AUTHORITY

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The regular monthly meeting of the West Earl Sewer Authority was held in room 102 at the West Earl Township Municipal Building, 157 West Metzler Road, Brownstown, Pennsylvania on Wednesday, May 12, 2010. Vice-Chairman Jim Houser called the meeting to order at 7:00 PM.

**Authority members present:** Jim Houser, Rick Weik, Mike Reed, Dave Noyes. Also present: Manyi Yeung, Rettew; Patrick Barrett, Township Manager; Teresa Beever, Recording Secretary.

### 1. MINUTES

The ***motion*** by Mike Reed, seconded by Dave Noyes was approved unanimously to accept the minutes of the April 14, 2010 regular meeting of the West Earl Sewer Authority as presented.

### 2. PUBLIC COMMENT/GUESTS

None

### 3. ENGINEER'S REPORT

*See attachments*

Lancaster General Hospital

DS Waters

Darl Yoder

Brownstown Commons

Talmage Extension Project – Vice Chairman Jim Houser signed the **Certificate of Substantial Completion** presented by the engineer. A final walk-through is scheduled for tomorrow, May 13, at 8:30 AM.

Jim Houser informed the Authority that ten additional simplex panels were provided with the contract, however, there are no spare duplex panels. He asked the authority members for their opinions regarding purchasing a duplex to have as a spare, at a cost of about \$1,000.00. By unanimous consensus, the **authority agreed to purchase the duplex**.

Dave Noyes again asked the **engineer to provide an opinion** about a reasonable length of time to expect a grinder pump and tank to be in service before a homeowner might need a replacement. Although the Myers pump representative provided the manufacturer's information, Mr. Noyes feels the engineer's experience with various low pressure systems and models would serve to provide valuable information.

Millway Acres Commercial

Oregon Pike Development/Rose Hill Road Development – due to the status of the proposed Rose Hill Road development and the developer's unresolved planning issues, Rettew asked the authority if they should proceed with the **Component 3M** information for the Oregon Pike development alone. The Authority agreed to authorize Rettew to move forward with our own Component 3M. The Engineer will issue a letter to Richard Hurst, the Developer of the proposed Rose Hill Road Development and to RGS, Hurst's engineer, that the Authority will be proceeding without their information for the Component 3M. The letter will be kept on file with the Authority.

Chapter 94 Report

WWTP Re-rate – Jim Houser reported that Butch Garnett is installing the equipment for the fine bubble diffuser. He anticipates the entire project should be completed in about a month.

### 4. MANAGER'S REPORT

2010-2011 Draft Budget – Mr. Barrett distributed copies of the revised draft budget that includes additional revenues for Capacity reservation and additional expenses for a pipe locator and paving at the WWTP, as discussed at the April meeting. The ***motion*** by Mike Reed, seconded by Rick Weik was approved unanimously to adopt the revised budget as presented.

Mr. Barrett informed the Authority that Bill Barnett from ENB confirmed that the Bond Redemption and Improvement fund has been established and funded. The first requisition for monies from this fund will be presented tonight for payment of the diffuser equipment for the treatment plant.

Mr. Barrett said that if the Authority authorized it, the request to issue the Notices to Connect for the Talmage extension can be taken to the May 24, 2010 Board of Supervisors meeting. The *motion* by Mike Reed, seconded by Dave Noyes was approved unanimously to request the Board of Supervisors to issue the Notices to Connect to the residents who will be connecting to the Talmage extension.

5. **DELINQUENT ACCOUNTS**

Rick Weik asked why there were customers whose accounts were late by over 120 days. The recording secretary and manager explained the procedures for sending out letters of notification as well as the time period that water is allowed to be shut off due to non-payment of sewer charges.

6. **BILLS**

The *motion* by Dave Noyes, seconded by Rick Weik was approved unanimously to pay total monthly construction expenses of \$141,810.54.

The *motion* by Mike Reed, seconded by Dave Noyes was approved unanimously to pay total monthly operating expenses of \$24,806.76.

The *motion* by Mike Reed, seconded by Rick Weik was approved unanimously to pay total monthly improvement expenses of \$119,790.00.

7. **PAYMENT REQUISITIONS**

The *motion* by Dave Noyes, seconded by Mike Reed was approved unanimously to authorize payment requisition No. 87 for \$141,810.54 to pay construction expenses.

The *motion* by Mike Reed, seconded by Dave Noyes was approved unanimously to authorize payment requisition No. 99 for \$24,806.76 to pay operating expenses.

The *motion* by Jim Houser, seconded by Mike Reed was approved unanimously to authorize payment requisition No. 1 for \$119,790.00 to pay improvement expenses.

The Authority and engineer signed the documents.

8. **OTHER BUSINESS**

Jim Houser asked the Authority to consider applying to PA Rural Water for associate membership. As a member, required classes for the treatment plant operator will be offered at a discount. The membership fee is \$50.00. By unanimous consensus, the Authority agreed to apply for associate **membership to PA Rural Water**. Jim Houser will submit the application.

Teresa Beever asked whether the residents connecting to the Talmage sewer extension will be required to pay the inspection fee of \$125 for grinder pump inspections, which is typically collected when a sewer permit is issued. The *motion* by Mike Reed, seconded by Rick Weik, was approved unanimously to waive the initial inspection fee of \$125; however, the fee of \$125 will be charged for each additional inspection that may be required.

9. **ADJOURNMENT**

The *motion* by Mike Reed, seconded by Dave Noyes was approved unanimously to adjourn the meeting at 8:05 P.M.

**WEST EARL SEWER AUTHORITY**  
**Engineer's Report**  
**May 12, 2010**

1. Talmage:
  - A. The project was deemed Substantially Completed on April 23, 2010. Work to be completed is lawn and pavement restoration. Final completion date is May 23, 2010.
  - B. Final As-built drawing markups from Bulldog were received on May 10, 2010.
  - C. Application and Certificate for Payment No.6 was received and recommended for approval in an amount of \$124,986.75. Balance to finish plus retainage is \$99,453.35.
2. Oregon Pike Developments/Rose Hill Road Subdivision: We contacted RGS regarding the documents we need from them for the Component 3M. RGS has not received authorization from the client to gather documents for the Rosehill Subdivision.
3. Brownstown WWTP Rerate: Equipments were delivered on April 15, 2010.
4. 2009 Chapter 94 Report: No change
5. Cloverbrook Lot 1 to Lot 4: No change.
6. Millway Acres Commercial Tract: No change.
7. LGH: No change
8. DS Waters: No change
9. Darl Yoder: No update.
10. Brownstown Commons Lot No. 2: No change.
11. Eagleview Phase II: No change