

MEETING MINUTES – January 13, 2016
WEST EARL SEWER AUTHORITY
PO BOX 725
BROWNSTOWN, PA 17508-0725

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, January 13, 2016. Chairman Mike Reed called the meeting to order at 7:00 PM.

Authority members present: Mike Reed, Dave Noyes, Rick Weik, Brian Kane and Don Eckel. Also present: Dan Becker, Becker Engineering, Teresa Beever, administrator.

1. **SEWER AUTHORITY REORGANIZATION 2016**

The Chairman opened nominations for officers.

Dave Noyes nominated **Mike Reed for Chairman**, seconded by Don Eckel. Approved unanimously.

Dave Noyes nominated **Brian Kane for Vice-Chairman**, seconded by Don Eckel. Approved unanimously.

Don Eckel nominated **Rick Weik Secretary/Treasurer**, seconded by Mike Reed. Approved unanimously.

Dave Noyes nominated **Don Eckel for Assistant Secretary/Treasurer**, seconded by Mike Reed. Approved unanimously.

Each nominee accepted his nomination.

Mike Reed was appointed Chairman for 2016 unanimously.

Brian Kane was appointed Vice-Chairman for 2016 unanimously.

Rick Weik was appointed Secretary/Treasurer for 2016 unanimously.

Don Eckel was appointed Assistant Secretary/Treasurer for 2016 unanimously.

The ***motion*** by Mike Reed, seconded by Don Eckel was approved unanimously to re-appoint ***Becker Engineering as Authority engineer; Morgan, Hallgren, Crosswell and Kane as Authority Solicitor; Rhoads & Sinon as Bond Counsel; and Brown, Schultz, Sheridan & Fritz as Auditor.***

2. **MINUTES**

The ***motion*** by Rick Weik, seconded by Don Eckel was approved unanimously to accept the minutes of the December 9, 2015 regular meeting of the West Earl Sewer Authority as presented.

3. **PUBLIC COMMENT**

Tom McGarvey, McGarvey Electrical Service, Leola addressed the board at the December 9, 2015 meeting regarding an issue he found in the Talmage area. Tom said he discovered that

some grinder pumps are running excessively and he suspects backflow from the main to be the cause. BEL's initial opinion was that there may be issues with the flapper style check valves installed rather than backflow from the main into the grinder pump tanks. BEL also mentioned that the grinder pump at 113 South State Street is located near the low pressure sewer main conversion to gravity sewer so the system pressure is very low in the Authority's low pressure main. In advance of the December Authority meeting, BEL spoke with the plant operator, Brian Hershock about the situation and **they discussed putting the low pressure lines on a regular flushing schedule.**

Tom Mc Garvey returned to the January 2016 meeting for direction from the Authority about repairs to the pumps. BEL reviewed the record plans and determined that the elevations of the line are well within the pressure range for the system. BEL confirmed that the low pressure line was flushed out and there were no obstructions restricting flow. The Board members unanimously concurred that the Authority's system is working as it should and the problem seems to be due to a faulty check valve. Any repairs to the check valve are the responsibility of the homeowner.

4. **ENGINEER'S REPORT**

See attachment

LGH Sewer Connection – the Authority discussed the ETSA letter and the response letter issued by the WESA attorney (MHCK) requesting that LGH agree to the terms that ETSA presented. The Authority will wait for LGH's response to authorize Josele (MHCK) to respond to Ephrata Township. The Authority agreed that LGH shall post **an escrow amount of \$15,000.00 with the West Earl Sewer Authority to pay for the expenses of the study.** At such point as this Escrow fund has been reduced to one-half or less of the original amount as a result of withdrawals, then the Authority shall invoice LGH an amount sufficient to restore the Escrow fund to the original sum.

Conestoga View Sewer Service – the Authority reviewed drafts of a letter to residents regarding the upcoming work for the proposed project. The letter will be sent to those impacted by the project.

Brownstown Elementary School – **Let it be recorded in these minutes that neither the School District nor the School District's engineer provided plans for the Authority's review or approval before excavation began for this project.**

BEL reported that the work was completed on December 5, 2015 and all outstanding sanitary sewer issues have been adequately addressed.

5. **CORRESPONDENCE**

- Copies of the **Monthly Operator's Report** were distributed to the Authority for review.

6. **BILLS**

The **motion** by Rick Weik, seconded by Brian Kane was approved unanimously to pay total monthly operating expenses of \$35,731.98.

The **motion** by Dave Noyes, seconded by Don Eckel was approved unanimously to pay escrow expenses relating to the Creek Hill Development, Stone Barn Place, Brownstown Elementary School and Carper Dance Studio for \$722.10. Escrow expenses will be reimbursed by the developers.

7. **PAYMENT REQUISITION**

The **motion** by Brian Kane, seconded by Don Eckel was approved unanimously to authorize payment Requisition No. 167 for \$35,731.98 to pay operating expenses. The Authority and engineer signed the document.

8. **OTHER BUSINESS**

Although not specifically a Sewer Authority matter, member Rick Weik noted that there is a lack of traffic control for the East Main Street Stormwater Project. Dan Becker said he will contact the Township Manager and mention the concern.

9. **ADJOURNMENT**

The *motion* by Don Eckel, seconded by Dave Noyes was approved unanimously to adjourn the meeting at 8:08 PM.

**WEST EARL SEWER AUTHORITY
January 2016 Engineer's Report**

1. DS Waters (**No Change from December Report**): BEL received a phone call from George Sheare with DS Waters on January 4, 2013. Mr. Sheare indicated that the production at DS Waters has increased recently, and they have been experiencing higher operational costs as well as operational issues associated with their wastewater treatment system which treats their bottle washing wastewater prior to discharge to the Cocalico Creek. I explained to Mr. Sheare that if DS Waters is looking to increase their discharge to the Authority's system, a written request should be

made to the Authority requesting additional capacity. The Authority would then evaluate the receiving sewer system capacity, and respond to DS Waters outlining whether excess capacity exists within the Authority system or whether any Authority system upgrades would be required to convey the additional flows. I also explained to Mr. Sheare that DS Waters would be required to pay the additional tapping fees associated with the additional capacity and also pay the increased sewer user fees. Mr. Sheare appreciated the information and will get back in touch with the Authority or BEL if they would like to pursue this issue any further.

2. LGH Sewer Connection: ETSA issued a letter to WESA dated January 5, 2015 indicating that ETSA is willing to continue discussions with WESA to provide sanitary sewer service to LGH. ETSA indicated that WESA/LGH needs to agree in writing to pay for all of ETSA's costs in the evaluation of the ETSA existing facilities before any work will be commenced on the evaluation. The WESA Solicitor subsequently issued a letter to LGH's legal counsel on January 8, 2016 requesting that LGH agree to the terms that ETSA has presented for the evaluation.
3. Lancaster County Career & Technology Center (**No Change from December Report**): LCCTC submitted a letter to the Authority dated April 26, 2011 indicating that they may be interested in connecting to the Authority's sanitary sewer facilities when public sewer facilities are installed adjacent to the LCCTC facility. LCCTC indicated that anticipated wastewater flows of approximately 3,000 – 4,000 gpd should be utilized for planning purposes.
4. Non-Residential Waste (NRW) Discharge Permit Program:
 - a. DS Waters (**No Change from December Report**): The NRW Permit will expire on August 31, 2019. DS Waters provided the quarterly sampling results and BEL issued a review letter dated October 26, 2015.
 - b. Zimco/American LaFrance (**No Change from December Report**): The NRW Permit will expire on December 31, 2019. Zimco provided the quarterly sampling results and BEL issued a review letter dated October 13, 2015.
 - c. The Authority had mailed correspondence to all non-residential customers requesting updated information and information has been coming into the Authority. Authority staff and BEL have been working to compile the information that has been received to date. BEL also drafted a letter for the Authority to send to all non-residential customers regarding discharge of fats, oils and greases into the Authority's system.
 - d. At the request of the Authority, BEL issued a NRW Permit Questionnaire to Oatman Properties who recently purchased the property located at 1805 Newport Road. BEL has not received a response.
5. WWTF Steel Tanks (**No Change from December Report**): BEL attended the annual inspection of the tank coating with MAB on March 14, 2014. The MAB representative stated that the tanks are in very good condition and that some minor rust spots should be "touch up" painted to prolong the life of the tank coating.
6. WWTF Nutrient Credits (**No Change from December Report**): It appears that the Authority will have excess Total Nitrogen and/or Total Phosphorus credits available to sell since the actual WWTF discharge loadings are less than the NPDES permitted loadings. However, in order for the Authority to have the ability to sell those nutrient credits, the credits need to be certified by PADEP. BEL has certified nutrient credits for other municipalities and estimates approximately 8 – 12 hours of work to certify the credits, communicate/correspond with PADEP and the Authority. After the credits are certified by PADEP, the Authority needs to verify available credits in October/November of each year to verify that the Authority does not sell more credits than they have available.
7. PADEP Sewage Facilities Planning (**No Change from December Report**): BEL met with PADEP and Authority representatives on June 25, 2012 to discuss future sewer area planning as well as planning associated with the 2010 WWTF rerate. As a result of that meeting, PADEP has requested that the Authority submit a Special Study to address the WWTF rerate as well as the selected alternative for the Oregon Pike Sewer Extension project. At the July 2012 Authority meeting, the Authority authorized BEL to prepare and submit the Special Study to PADEP for

these two projects. BEL is in the process of drafting the planning information and will forward that information to the Authority for review prior to submission to PADEP.

BEL also confirmed with PADEP that the Authority could request Total Nitrogen (TN) off-sets for the Talmage Area and the Oregon Pike Area since the existing OLDS will be abandoned and all properties will be connected to the Authority's system. This means that the current TN loading limit included in the NPDES Permit for the WWTF can be increased by 25 lbs/year/EDU. BEL included the TN offset request information as part of the recently submitted WWTF NPDES Permit renewal.

8. **Patti Martin Sewer Extension (No Change from December Report):** BEL received a preliminary sketch plan for a 10 lot subdivision along Millway Road from Fry Surveying. Roger Fry had requested that we discuss sanitary sewer alternatives with the Authority to determine whether the project can be served with public sewers. BEL reviewed a GIS map with the Authority at the December 2012 Authority meeting and the Authority was in agreement that the site could be served with public service, provided that any sewer extensions are coordinated with the future Conestoga View Service Area public sewer project. Roger Fry had contacted the Township Engineer regarding the Authority's requirements for connection to the sewer extension and also questioned the required easement width that is required by the Authority.
9. **9th Street Sewer Extension (No Change from December Report):** BEL was previously contacted by representatives of the 513 South 9th Street property inquiring when public sewer may be available to the site. BEL informed the representatives that the Authority has no immediate plans to provide public sanitary sewer facilities in this area. However, if the Township requests that the Authority provide public facilities, then a project may be undertaken by the Authority. If the property owner desires public service or is required to connect to public facilities, then that would need to be done so at the property owner's expense at this time. A realtor for a property located along 9th Street recently contacted Teresa regarding public sewer service.
10. **Old Akron Road Sewer Extension (Landis Property) (No Change from December Report):** The Authority requested that BEL evaluate sanitary sewer extension alternatives to provide public sanitary sewer service to an area along Oregon Pike and Old Akron Road. BEL reviewed a GIS map and preliminary project costs with the Authority at the April 2013 Authority meeting. The Authority also requested that this area be surveyed as part of the Conestoga View Sewer Service area in the event the Township/Authority decides to install sanitary sewer facilities in this area.
11. **Creek Hill (No Change from December Report):** All sanitary sewer construction and testing has been completed. The Authority authorized a reduction to the sanitary sewer financial security reduction from \$281,693.50 to \$36,582.15 at the November 2015 Authority meeting.
12. **Tapping Fee (No Change from December Report):** The Authority approved the recently calculated tapping fee of \$2,560.00 effective June 1, 2015.
13. **Stone Barn Place (No Change from December Report):** The Authority granted 8 EDU's of sanitary sewer capacity (2,120 gpd) at the July 2015 Authority meeting. The developer's consultant needs to address one minor sanitary sewer design issue and provide a sanitary sewer construction cost opinion for purpose of establishing the sanitary sewer financial security for the project.
14. **Fairmount Homes WWTF (No Change from December Report):** BEL received a telephone call from Fairmount Homes regarding the status of public sanitary sewer service for the LGH property. Apparently, Fairmount Homes needs to decide whether they will expand and/or upgrade their WWTF in the very near future and is concerned that they will be required to connect to public sanitary sewer facilities if and when public facilities become available in the Farmersville area. Fairmount Homes is not opposed to connecting to public sewer facilities, however, does not want to spend hundreds of thousands of dollars to upgrade/expand their WWTF and then have to connect to public facilities immediately thereafter. There is no action required by the Authority at this time.

15. Hess Property **(No Change from December Report)**: BEL received several inquiries from M.L. Saxinger and Associates regarding sewer service and capacity for a proposed project located behind the Newport Road Pumping Station.
16. Conestoga View Sewer Service: BEL contacted PADEP regarding planning requirements for this project. PADEP indicated that WESA will be required to complete an Act 537 Special Study which shall include an alternatives analysis for sanitary sewer service. BEL will initiate work on the Special Study as well as field survey and environmental clearance work. BEL also recommends that the Authority mail letters to the impacted property owners in advance of any field survey work being completed.
17. WWTF NPDES Permit Renewal **(No Change from December Report)**: The Authority's WWTF NPDES Permit will expire on January 31, 2016. BEL submitted the renewal application to PADEP on July 9, 2015.
18. Sewer Index Mapping **(No Change from December Report)**: The Authority authorized BEL to update the sewer index mapping at the May 2015 Authority meeting. BEL provided a draft map to the Authority staff for review.
19. Brownstown Elementary School: All of the outstanding sanitary sewer issues have been adequately addressed.
20. Phase 3, East Main Street Stormwater Project: BEL has been working with the Township's Consultant and the contractor to address a sanitary sewer lateral conflict.
21. Carper Dance Studio **(No Change from December Report)**: The developer is proposing to construct a dance studio at the site of the former Brownstown Restaurant. The property has a current sanitary sewer allocation of 5 EDU's and the service lateral was previously capped. The sanitary sewer design has been reviewed via email and BEL is waiting for final design drawings to be submitted. BEL will provide a final review letter to the Authority upon receipt of the final drawings.
22. Hoover Heights **(No Change from December Report)**: BEL received sanitary sewer design drawings on November 18, 2015 and sent an email to the developer's consultant on November 30, 2015 indicating that work will not commence on this project until the developer establishes the required sanitary sewer escrow account in accordance with the Authority's Rules and Regulations. The Township may be interested in connecting the Township Building/Public Works Building to the sanitary sewer facilities which will be installed as part of this project.