

MEETING MINUTES – April 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, April 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. **MINUTES**

The *motion* by Don Eckel, seconded by Brian Kane was approved unanimously to accept the minutes of the March 9, 2016 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

None

3. **509 SOUTH 9TH STREET (OLD AKRON SCHOOLHOUSE)**

The Authority received a communication from Katrina LeFever, owner of the property located at 509 South 9th Street, Akron regarding connection to the proposed West Earl Sewer Authority public sanitary sewer line. At the July 8, 2015 West Earl Sewer Authority meeting, the Authority approved the connection to Akron Borough's sewer service lines for this property. Subsequent to that approval, at the October 14, 2015 meeting, the Authority directed BEL to include the Old Akron Road area (South 9th Street) in survey work that will be performed for the Conestoga View service area. As of today's date, this property has not yet been connected to Akron's public sewer service line. Ms. LeFever asked the Authority if she would be required to **disconnect from the Akron sewer line and reconnect to the West Earl sewer line** if the West Earl sewer line is extended to the Old Akron Road Area and she had already made the connection to the Akron line. The Authority agreed it would be premature to make the decision before the scope of the project is determined. BEL anticipated the survey work will be completed in the next week and alternatives for the Authority's consideration will be presented no later than the June, 2016 meeting. The Authority will address Ms. LeFever's concern by the July, 2016 meeting.

Additionally, Ms. LeFever asked the Authority to consider adding a **second sewer connection** to the property to potentially accommodate a second dwelling at that location. The Authority discussed possible zoning/land development issues, the Authority's regulations for connection, and the letter from the West Earl Township, granting connection to Akron Borough's sewer line which specifically referred to a single connection. The Authority will defer to Zoning/SALDO (Subdivision And Land Development Ordinance) before considering a second connection. Office Staff will contact Ms. LeFever via email with the Authority's decision.

4. **ENGINEER'S REPORT**

See attachment

LGH Sewer Connection – To date, BEL has not received a response to the email sent to LGH's legal counsel and engineering consultant on March 28, 2016 which directed LGH to establish the required \$15,000 escrow to pay for project related expenses associated with the potential connection of the property to ETSA facilities.

Tapping Fee – The Authority directed BEL to recalculate the current tapping fee of \$2,560.00 per EDU for the next meeting.

Conestoga View Sewer Service – BEL informed the Authority that the survey mapping is currently being prepared and will possibly be ready for the Authority’s review next month.

Carper Dance Studio – Work has begun at the site and BEL is working with the contractor to resolve some issues regarding the depth of the lateral.

Hoover Heights – To date, updated plans have not been received for review.

5. **LGH CAPACITY RESERVATION**

Sewer **capacity for the proposed LGH project will be dropped** on April 14, 2016 if LGH does not pay the invoice to reserve 280 EDU’s.

6. **WRIT OF SCIRE FACIAS**

The **motion** by Don Eckel, seconded by Rick Weik was approved unanimously to file a **Writ of Scire Facias** on liens at 99 North Church Street, 59 East Main Street, 152 Brian Drive and 51 Greenwood Circle.

7. **CORRESPONDENCE**

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

8. **BILLS**

The **motion** by Dave Noyes, seconded by Brian Kane was approved unanimously to pay total monthly operating expenses of \$27,757.17.

The **motion** by Rick Weik, seconded by Brian Kane was approved unanimously to pay escrow expenses relating to the LGH, Hoover Heights, and Carper Dance Studio for \$442.50. Escrow expenses will be reimbursed by the developer.

9. **PAYMENT REQUISITION**

The **motion** by Rick Weik, seconded by Brian Kane was approved unanimously to authorize payment Requisition No. 170 for \$26,757.17 to pay operating expenses. The Authority and engineer signed the document.

The **motion** by Dave Noyes, seconded by Mike Reed was approved unanimously to authorize payment Requisition No. 14 for \$13,252.50 to pay expenses from the Bond Redemption and Improvement Fund for Engineering expenses associated with the Conestoga View Sewer Extension project.

10. **DRAFT 2016-2017 BUDGET**

The Authority reviewed the draft 2016-2017 budget, anticipating its adoption at the May 11, 2016 meeting.

11. **OTHER BUSINESS**

Teresa Beever informed the Authority that there are funds being held by the Authority for five separate projects that are no longer active. Mrs. Beever asked the Authority to authorize refunds to these developers for the remainder of their Escrow Funds. The board unanimously agreed to refund the balance of their escrow money to Danone Water, \$11,959.79; Sonic Drive-In, \$750.00; Schaum’s Corner, \$3000.00; Landis Weaver, \$226.28, and Brownstown Elementary School, \$60.40.

12. **ADJOURNMENT**

The *motion* by Don Eckel, seconded by Brian Kane was approved unanimously to adjourn the meeting at 8:05 PM.

WEST EARL SEWER AUTHORITY April 2016 Engineer's Report

1. DS Waters (**No Change from March 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.

The DS Waters flows continue to be above their allocated capacity periodically. Since there are new representatives involved at DS Waters, it may be a good time to meet with WEWA and DS Waters.

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.

LGH's consultant emailed BEL on March 8, 2016 questioning the status of negotiations between WESA and ETSA. BEL responded that no work will commence on sewer service alternatives until LGH complies with the items identified in the Authority Solicitor's January 5, 2016 correspondence. BEL sent a follow up email to LGH's legal counsel and engineering consultant on March 28, 2016 and to date has not received any response.

3. Lancaster County Career & Technology Center **(No Change from March 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: The NRW Permit will expire on August 31, 2019. DS Waters provided the quarterly sampling results and BEL issued a review letter dated February 19, 2016.
 - b. Zimco/American LaFrance: The NRW Permit will expire on December 31, 2019. Zimco provided the quarterly sampling results and BEL issued a review letter dated January 21, 2016.
 - 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. PADEP Sewage Facilities Planning **(No Change from March 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 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.

6. Patti Martin Sewer Extension **(No Change from March Report)**: BEL received a telephone call from the property owner questioning when and if public sanitary sewer service would be provided in the area of Millway Road. BEL indicated that filed survey work is being scheduled.
7. Creek Hill **(No Change from March 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.
8. Tapping Fee: The Authority approved the recently calculated tapping fee of \$2,560.00 effective June 1, 2015. Is the Authority interested in calculating the tapping fee for 2016 to correspond to the Authority's 2016 – 2017 fiscal year?
9. Stone Barn Place **(No Change from March 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.
10. Fairmount Homes WWTF **(No Change from March Report)**: BEL received a telephone call from Fairmount Homes regarding the status of public sanitary sewer service for the Farmersville Area. Fairmount Homes is in the process of renewing their WWTF NPDES Permit and will be faced with a WWTF expansion/upgrade or connect to public sanitary sewer service at some point in the future. Fairmount Homes indicated that they do not want to spend hundreds of thousands of dollars to expand/upgrade their WWTF and then have to connect to public facilities immediately thereafter. There is no action required by the Authority at this time.
11. Hess Property **(No Change from March 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.
12. 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 has initiated this work on the Special Study. Also, field survey work has been completed and BEL is in process of generating the survey mapping.
13. WWTF NPDES Permit Renewal **(No Change from March Report)**: The Authority's WWTF NPDES Permit will expire on January 31, 2016. BEL submitted the renewal application to PADEP on July 9, 2015.
14. Sewer Index Mapping **(No Change from March 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.
15. Phase 3, East Main Street Stormwater Project **(No Change from March Report)**: BEL has been working with the Township's Consultant and the contractor to address a sanitary sewer lateral conflict.
16. Carper Dance Studio: BEL attended a preconstruction meeting for this project and is waiting for shop drawings from the developer's contractor. Construction of the sanitary sewer facilities is scheduled to commence later this month.
17. Hoover Heights **(No Change from March 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.

The developer's consultant will supposedly be establishing an escrow account for this project which will allow work by the Authority to commence.