

MEETING MINUTES – May 11, 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, May 11, 2016. Chairman Mike Reed called the meeting to order at 7:00 PM.

Authority members present: Rick Weik, Brian Kane, Dave Noyes, Mike Reed and Don Eckel. Also present: Mark Homan, Becker Engineering. Teresa Beever, administrator, arrived at 7:15 PM.

1. **MINUTES**

The *motion* by Rick Weik, seconded by Don Eckel was approved unanimously to accept the minutes of the April 13, 2016 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

Joan Strosser and Ida M Young, whose homes are located on Dogwood Drive, asked the authority about the upcoming sewer extension project that will affect their properties. The Authority explained that the project is in the preliminary stages and there are few details at this time. The Authority did assure them that there will be public meetings scheduled for the residents regarding the extension, once there is information available.

3. **ENGINEER'S REPORT**

See attachment

LGH Sewer Connection – BEL reported that there has been no response from LGH to communications from the Authority's solicitor. Teresa Beever informed the Authority that a letter was sent to LGH informing them that their sewer capacity has been dropped.

Tapping Fee – The Authority reviewed the tapping fee calculation briefly. The board members expressed concern for residents who are on fixed incomes and are obligated to connect to the sewer system. The Authority took no action, and decided to table further discussion until the June 8, 2016 meeting.

Conestoga View Sewer Service – BEL distributed the project narrative to the board members. The Authority will review the information over the next month and will discuss the alternatives at the June 8, 2016 meeting. Don Eckel asked Mark Homan if BEL could provide the advantages/disadvantages of each of the options that were presented. BEL should be able to provide this opinion for the next meeting.

4. **CORRESPONDENCE**

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

5. **BILLS**

The *motion* by Brian Kane, seconded by Dave Noyes was approved unanimously to pay total monthly operating expenses of \$38,309.39.

The *motion* by Rick Weik, seconded by Brian Kane was approved unanimously to pay escrow expenses totaling \$2,463.08 relating to the LGH, Hoover Heights, and Carper Dance Studio and to return escrow funds for completed projects, including Sonic Drive-in (\$750.00) Landis Weaver (\$226.28), High Properties (\$3,000.00), DS Waters (\$11,959.79) and Conestoga Valley School District (\$60.40). The total payout from escrow funds is \$18,459.55.

6. **PAYMENT REQUISITION**

The *motion* by Don Eckel, seconded by Dave Noyes was approved unanimously to authorize payment Requisition No. 171 for \$38,309.39 to pay operating expenses. The Authority and engineer signed the document.

The *motion* by Rick Weik, seconded by Brian Kane was approved unanimously to authorize payment Requisition No. 15 for \$16,015.00 to pay expenses from the Bond Redemption and Improvement Fund for Engineering expenses associated with the Conestoga View Sewer Extension project.

7. **DRAFT 2016-2017 BUDGET**

The Authority reviewed the draft 2016-2017 budget, with an adjustment to the anticipated income from the Industrial Customers. The *motion* by Don Eckel, seconded by Brian Kane was approved to adopt the 2016-2017 budget as presented.

8. **OTHER BUSINESS**

- The Public Works Department of West Earl Township is planning improvements to the stream bank of the Cocalico Creek in the vicinity of the Cocalico Creek Pumping Station. The Township requested use of the **PS property for storage of material** needed for this project. The Authority approved the use of the Cocalico Creek Road Pumping Station property, as long as Brian Hershock is aware of the project and it does not pose any problem for his operation of the pumping station.
- **Stephanie Metzger, 351 Rose Hill Road**, asked the Authority for reimbursement of labor costs to replace a broken valve and float that was provided free of charge by the Sewer Authority. The Metzger's were given the Notice to Connect on November 27, 2012, but did not make the connection until April, 2016. After a brief discussion, the Authority tabled the item in order to speak with the inspector about the condition of the tank and its parts at the time of hook-up.
- Ten accounts were presented for consideration of **shut-off of water service due to non-payment of sewer charges**. The *motion* by Dave Noyes, seconded by Rick Weik was approved unanimously to shut off water to these properties due to non-payment of sewer charges.
- On Wednesday, March 2, 2016, Teresa Beever sent an email to Dale Kopp and Candie Johnson asking if the Water Authority would like to meet with representatives of **DS Waters** jointly to discuss the ongoing **EDU exceedances** for both water and sewer. The Water Authority chose to speak with DS Waters independently. Mike Reed reported that WEWA Chairman Jeff Zimmerman, informed him that the meeting had taken place on April 20, 2016. The Sewer Authority directed BEL to gather pertinent information regarding DS Waters' flows to discuss the capacity issue with them.

9. **ADJOURNMENT**

The *motion* by Don Eckel, seconded by Rick Weik was approved unanimously to adjourn the meeting at 8:43 PM.

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

1. DS Waters (**No Change from April 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. WESA's Solicitor issued an additional letter to LGH counsel on April 18, 2016 and to our knowledge, has not received any response.

3. Lancaster County Career & Technology Center **(No Change from April 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. BEL recently received the 1st quarter sampling results and will be reviewing those results in the near future.
 - 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. BEL contacted Zimco to remind them to submit the 1st quarter sampling results.
 - 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 April 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 April 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 April 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 tapping fee of \$2,560.00 effective June 1, 2015. As directed at the April 2016 Authority meeting, BEL updated the tapping fee calculation and provided that to the Board via email on May 4, 2016.
9. Stone Barn Place **(No Change from April 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 April 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 April 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.

BEL will provide the Authority with Draft copies of the available alternatives at the May Authority meeting for discussion and review in advance of the June 2016 Authority meeting.

13. WWTF NPDES Permit Renewal **(No Change from April 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 April 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: BEL has been working with the Township's Consultant and the contractor to address a sanitary sewer lateral conflict. It is our understanding that the contractor will be on site in the near future to complete the project.

16. Carper Dance Studio: Sanitary sewer construction and testing has been completed. The developer needs to provide sanitary sewer record drawings to the Authority.
17. Hoover Heights: BEL recently received sanitary sewer design drawings and issued a review letter dated May 6, 2016.

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