

MEETING MINUTES – June 8, 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, June 8, 2016. Chairman Mike Reed called the meeting to order at 7:01 PM.

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

1. **MINUTES**

The *motion* by Don Eckel, seconded by Brian Kane was approved unanimously to accept the minutes of the May 11, 2016 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

None

3. **ENGINEER'S REPORT**

See attachment

DS Waters – BEL will schedule a meeting with representatives of DS Waters and the Sewer Authority to discuss their ongoing exceedances of wastewater discharge and instantaneous flow. The Authority would like to know their projections of flow in order to adjust their paid capacity.

LGH Sewer Connection – the solicitor asked for the Authority's direction regarding the April 18, 2016 request for information and escrow. LGH has not responded to the request. The Authority directed the solicitor to take no action. BEL will contact the solicitor to relate the Authority's direction.

Tapping Fee – BEL provided the tapping fee calculation for the Authority's review at the May 11, 2016 meeting. The engineer asked if the Authority would like to consider adjusting the current tapping fee. The *motion* by Mike Reed, seconded by Brian Kane, was approved by a vote of 4-1 to **increase the tapping fee to \$2,800.00 per EDU effective June 8, 2016**. Dave Noyes voted against the increase. BEL will provide the solicitor with the information to prepare the tapping fee resolution for execution at the July 13, 2016 Authority meeting.

Conestoga View Sewer Service – BEL distributed the project narrative to the board members at the May 11, 2016 meeting, at which time, the Authority asked for advantages and disadvantages of each option. BEL provided this information and reviewed each item with the Authority.

Option 1- Entire area served with low pressure system: \$2,367,000

Option 2- Area served with low pressure system except for lots fronting Oregon Pike (approximately 12): \$2,576,000.

Option 3- Area served with low pressure system except for western most lots fronting South Conestoga View Drive: \$2,904,000.

The Authority discussed the different possibilities for bidding the project, and favored a base bid with alternates, which would include the Millway Road Extension, Old Akron Road and 9th Street areas.

The *motion* by Brian Kane, seconded by Rick Weik was approved unanimously to **choose option 1, a complete low pressure system**, to serve the Conestoga View Area. BEL will prepare the information to present to the Board of Supervisors.

4. **SLUDGE HAULING**

Kline's submitted a proposal for sludge hauling at .0649/gal and wet well cleaning at \$398.00 per service.

Jgenvironmental submitted a proposal for sludge hauling at .0685/gal and wet well cleaning at \$500.00 per service.

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to award the sludge hauling contract to Kline's Septic for the fiscal year June 1, 2016 through May 31, 2017.

5. **CORRESPONDENCE**

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

6. **BILLS**

The **motion** by Don Eckel, seconded by Brian Kane was approved unanimously to pay total monthly operating expenses of \$27,375.26.

The **motion** by Dave Noyes, seconded by Brian Kane was approved unanimously to pay escrow expenses totaling \$452.50 relating to the LGH and Hoover Heights.

7. **PAYMENT REQUISITION**

The **motion** by Rick Weik, seconded by Dave Noyes was approved unanimously to authorize payment Requisition No. 172 for \$27,375.26 to pay operating expenses. The Authority and engineer signed the document.

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to authorize payment Requisition No. 16 for \$2,957.50 to pay expenses from the Bond Redemption and Improvement Fund for Engineering expenses associated with the Conestoga View Sewer Extension project. The Authority and engineer signed the document.

8. **OTHER BUSINESS**

- The board asked BEL to discuss a **clean out schedule** of the sewer Authority's lines with the plant operator.
- **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. The chairman was unable to speak with the inspector about this issue before this meeting but plans to speak with him prior to the July 13, 2016 meeting to report to the Authority.
- Ten accounts were presented for consideration of **shut-off of water service due to non-payment of sewer charges** at the May, 2016 meeting. Office staff reports that all but one of these homeowners have paid their accounts. The one homeowner with a partial balance outstanding is making installments payments and has the house up for sale.

9. **ADJOURNMENT**

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to adjourn the meeting at 8:04 PM.

WEST EARL SEWER AUTHORITY

June 2016 Engineer's Report

1. DS Waters: As previously discussed with the Authority, DS Waters flows continue to exceed their maximum allowable daily flow of 61,250 gpd as well as their instantaneous maximum flow of 200 gpm. BEL previously recommended that the Authority meet with DS Waters concurrent with the West Earl Water Authority to discuss water and sewer capacity, however, it is our understanding that the Water Authority met with DS Waters independently.
2. LGH Sewer Connection **(No Change from May Report)**: 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 May 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 received the 1st quarter sampling results and issued a letter to the Authority dated May 12, 2016.
 - b. Zimco/American LaFrance: The NRW Permit will expire on December 31, 2019. BEL received the 1st quarter sampling results issued a review letter to the Authority dated May 23, 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 May 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 May 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 May 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 **(No Change from May Report)**: 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 May 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 May 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 May 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 provided sanitary sewer service alternatives along with estimated construction cost opinions at the May 2016 Authority meeting for the Authority's review and consideration. BEL will provide the Authority with a list of advantages and disadvantages of each alternative for discussion at the June Authority meeting.
13. WWTF NPDES Permit Renewal **(No Change from May 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 May 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 May Report)**: 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 **(No Change from May Report)**: Sanitary sewer construction and testing has been completed. The developer needs to provide sanitary sewer record drawings to the Authority.
17. Hoover Heights **(No Change from May Report)**: BEL recently received sanitary sewer design drawings and issued a review letter dated May 6, 2016.