

MEETING MINUTES – September 14, 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, September 14, 2016. Chairman Mike Reed called the meeting to order at 6.58 PM.

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

1. **MINUTES**

The *motion* by Rick Weik, seconded by Don Eckel was approved unanimously to accept the minutes of the August 10, 2016 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

None

3. **ENGINEER'S REPORT**

See attachment

Non-Residential Waste Discharge Permit Program – BEL reported that **DS Services** has again exceeded their daily permitted flow limits and the pH levels were again outside the range of allowable pH levels. **Zimco's** sampling indicated that several pollutants have exceeded the permitted limits. Both will be closely monitored for further exceedances.

Conestoga View Sewers – BEL provided the draft PADEP Act 537 Special Study to the Authority, which includes an alternatives analysis for sanitary sewer service for this proposed project. Satisfied with the draft as prepared, the Authority, unanimously consented to authorize BEL to send the document to the Board of Supervisors for their review prior to finalizing and submitting to PADEP.

Hoover Heights – BEL informed the Authority that the developer's consultant has requested a waiver from the Authority's requirement regarding the scale of the plans. The *motion* by Don Eckel, seconded by Rick Weik was approved unanimously to deny the waiver request, and require the developer to resubmit the plans using the scale required by the Authority.

4. **DRAFT FINANCIAL STATEMENTS/DCED REPORT**

Brown, Schultz, Sheridan & Fritz (BSSF) provided copies of the draft financial statements as well as the draft DCED report for the Authority's review. The Authority, by unanimous consensus, approved the draft financial statement and DCED report. Teresa Beever will direct BSSF to finalize the statements and report.

5. **CORRESPONDENCE**

- Copies of the **Monthly Operator's Report** were distributed to the Authority for review.
- Copies of BEL's review letters of DS Services, Zimco and Hoover Heights were distributed to the Authority for review.

6. **BILLS**

The *motion* by Dave Noyes, seconded by Brian Kane was approved unanimously to pay total monthly operating expenses of \$34,970.15.

The *motion* by Rick Weik, seconded by Brian Kane was approved unanimously to pay escrow expenses totaling \$1,252.50 relating to the Creek Hill, Hoover Heights and LGH projects.

7. **PAYMENT REQUISITIONS**

The ***motion*** by Don Eckel, seconded by Brian Kane was approved unanimously to authorize payment **Requisition No. 175** for \$34,970.15 to pay operating expenses. The Authority and engineer signed the document.

The ***motion*** by Dave Noyes, seconded by Brian Kane was approved unanimously to authorize payment **Requisition No. 19** for \$7,351.50 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 attorney asked for the Authority to make a decision whether it wants to proceed with a Sheriff Sale of a property on East Main Street. A judgement was entered in favor of the West Earl Sewer Authority and against the owner of the property regarding the Writ of Scire Facias. The cost to proceed with a Sheriff Sale of the property is substantial. Additionally, the owners of the property are discussing a possible payment agreement with the Township for payment of other outstanding bills. The Authority would like to remain consistent with the Township and therefore, will seek advice from the attorney regarding a similar agreement with the homeowner, rather than post the property for Sheriff Sale.
- Member Don Eckel asked about the construction apparently going on at the Stoltzfus property at 323 S State Street. The property in question was to have the building razed, therefore the Authority said the property would not need to connect to public sewer. It appears as though a porch is being installed onto the house that was supposed to be torn down, so the Authority is interested in the use of the property. Teresa Beever will check permit records and discuss the issue with the zoning officer to verify what construction may be going on at this site.

9. **ADJOURNMENT**

The ***motion*** by Mike Reed, seconded by Don Eckel was approved unanimously to adjourn the meeting at 7:59 PM.

**WEST EARL SEWER AUTHORITY
September 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 and the Authority met with DS Waters on July 27, 2016. DS Waters representatives indicated that they will be evaluating alternatives to reduce their peak discharges into the Authority's sanitary sewer system. Those alternatives may include installation of a flow equalization facility, increasing their discharge to their stormwater facilities, modifications to their existing treatment equipment backflow cycles, etc. BEL requested that DS Waters identify their

intentions in writing to the Authority but to date, has not received a response. DS Waters representatives have indicated to BEL that they are formulating a plan of action for the Authority's consideration.

2. **LGH Sewer Connection (No Change from August 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 forwarded a letter and escrow check to the Authority dated July 21, 2016. The Authority subsequently issued a letter to ETSA dated August 3, 2016.

3. **Lancaster County Career & Technology Center (No Change from August 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 2nd quarter sampling results and issued a letter to the Authority dated August 15, 2016.
 - b. **Zimco/American LaFrance:** The NRW Permit will expire on December 31, 2019. BEL received the 2nd quarter sampling results issued a review letter to the Authority dated August 19, 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 August 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 August 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 August 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 August Report):** The Authority approved the tapping fee of \$2,800.00 effective June 1, 2016.
9. **Stone Barn Place (No Change from August 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 August 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 August 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 provided the draft PADEP Act 537 Special Study which includes an alternatives analysis for sanitary sewer service to the Authority. If the Authority is satisfied with the draft document, BEL will forward the draft to the Township Supervisors for review prior to finalizing and submitting to PADEP. BEL has also prepared the preliminary engineering design of the sanitary sewer project and will forward those drawings to the West Earl Water Authority for review with respect to existing public water facilities.
13. WWTF NPDES Permit Renewal **(No Change from August Report)**: The Authority's WWTF NPDES Permit will expire on January 31, 2016. BEL submitted the renewal application to PADEP on July 9, 2015 and PADEP issued the Draft NPDES Permit. BEL issued written comments to PADEP on July 15, 2016 regarding the Draft NPDES Permit.
14. Sewer Index Mapping **(No Change from August 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 August Report)**: The sanitary sewer work has been completed. BEL has requested that the Township's design consultant provide as-built drawings to the Authority.
16. Carper Dance Studio **(No Change from August Report)**: Sanitary sewer construction and testing has been completed. The developer needs to provide sanitary sewer record drawings to the Authority.
17. Hoover Heights: BEL received revised sanitary sewer drawings and issued a sanitary sewer review letter dated August 26, 2016. The developer's consultant has requested a waiver from the Authority's requirements regarding the scale of the plans. The Authority requires a vertical scale of 1" = 10' while the submitted plans includes a scale of 1" = 5'. The purpose of the requirement is to provide a consistent scale for all sanitary sewer plans for sanitary sewer facilities dedicated to the Authority.
18. 2016 Series Bond #2 Refinancing: BEL was requested to prepare a Consulting Engineer's Certificate for the refinancing project and will provide the Certificates to Bond Counsel at the September Authority meeting.