

**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 13, 2018. Chairman Mike Reed called the meeting to order at 7:05 PM.

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

1. **MINUTES**

The *motion* by Don Eckel, seconded by Dave Noyes was approved unanimously to accept the minutes of the May 9, 2018 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

None

3. **Jeff Zimmerman** asked the Authority's consideration to allow connection of his father's property at **204 South Conestoga View Drive** prior to being issued the Notice to Connect by the West Earl Township Board of Supervisors. Mr. Zimmerman stated that the open ditch creates a hazard for his father and for his office employees entering on the ground floor. The Authority intends to establish the Substantial Completion date as June 6, 2018 at tonight's meeting, therefore, the board granted the request. The *motion* by Brian Kane, seconded by Dave Noyes was approved unanimously **to allow the connection** at 204 South Conestoga View Drive before the West Earl Township Board of Supervisors issues the Notice to Connect.

Separately, Jeff Zimmerman, who is the West Earl Water Authority's Vice-Chairman, asked if the Sewer Authority would work with WEWA to bid **the project for supplying the West Earl Township building** with water service and extend the sewer line to the end of the lane for future connection to public sewer. By unanimous consensus the Sewer Authority agreed to combine efforts with the Water Authority to move forward with the project.

4. **ENGINEER'S REPORT**

See attachment

DS Services – the Authority Solicitor prepared a Draft Notice of Violation, as directed by the Authority, for review. The *motion* by Mike Reed, seconded by Brian Kane was approved unanimously **to accept the Draft Notice of Violation** as prepared by the solicitor, and setting the time allotment for compliance to 30 days. The letter will be sent certified as well as by First Class Mail.

LGH – The Authority received a copy of the June 7, 2018 correspondence from ETSA to LGH in which ETSA declined the conditions identified by LGH regarding providing sanitary sewer service to the LGH project area.

Stonebarn Place- The developer has retained a new design consultant for this project who has recently submitted plans for BEL's review.

Conestoga View Sewers – Although all testing was not completed when the request was made on June 1, 2018, C&R Directional Boring requested that Substantial Completion be established on June 6, 2018. At the recommendation of BEL, the *motion* by Don Eckel, seconded by Brian

Kane was approved unanimously to **establish the Substantial Completion date as June 6, 2018** and authorize the chairman to execute the Certificate of Substantial Completion upon receipt from the Contractor.

C&R has submitted an **Application for Payment No. 5** for work completed through May 31, 2018. BEL reviewed the application and recommends that the Authority authorize payment to C&R in the amount of \$446,627.06. Payment will be included with the bills at this meeting.

Manhole risers will be purchased for the upcoming Township paving project in the project area. The cost of the risers is \$8,002.50 which will be paid from the Bond Redemption and Improvement Fund.

Bobby Rahal – Subsequent to BEL’s May 4, 2018 review letter, revised plans were submitted for the engineer’s review.

Eagle Drive Pumping Station Driveway – The **motion** by Brian Kane, seconded by Mike Reed was approved unanimously to award the job to **Rose Hill Concrete for \$1,740 to replace two broken sidewalk sections.**

3888 Oregon Pike – The property owner constructed a new home and demolished the previously existing home. The **motion** by Mike Reed, seconded by Dave Noyes was approved unanimously to grant the verbal request to **relinquish one sewer EDU** for the former home at the location identified at 3890 Oregon Pike.

This will become effective June 11, 2018, the date BEL generated the sketch of the installed and demolished sanitary sewer facilities.

126 West Metzler Road – the Authority was notified that the property owner’s plumber discovered a potential sewer lateral issue. BEL obtained a quote from Melron to televise the lateral. The Authority will wait until the planning has begun for the installation of the Township building’s utilities to televise the lateral.

152 Brian Drive – The letter notifying Dennis Adams, the homeowner, to make corrections to his sewer connection was sent on June 4, 2018 by Certified Mail as well as First Class Mail. To date there has been no response from Mr. Adams.

245 East Main Street -

The HOP has been received from PA DOT for this project.

5. **CORRESPONDENCE**

- **Treasurer’s report** – the Authority reviewed the April 30, 2018 treasurer’s report
- **MOR** – the Authority reviewed the report submitted by Cawley Environmental Services, Inc.

6. **BUDGET**

The Authority reviewed the Draft 2018-2019 budget. The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to adopt the 2018-2019 budget as presented.

7. **BILLS**

The **motion** by Don Eckel, seconded by Dave Noyes was approved unanimously to pay total monthly operating expenses of \$50,361.84.

The **motion** by Don Eckel, seconded by Brian Kane was approved unanimously to pay escrow expenses of \$1,568.75 for the Scott Monger project, the Bobby Rahal project and the Marlee project.

8. **PAYMENT REQUISITIONS**

The *motion* by Brian Kane, seconded by Dave Noyes was approved unanimously to authorize payment **Requisition No. 196** for \$50,361.84 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. 40-A** for \$467,283.71 to pay expenses from the Bond Redemption and Improvement Fund for Engineering expenses associated with the Conestoga View Sewer Extension project, including Payment application #5 for 446,627.06 from C&R Directional Boring, and the Manhole Rehab project. The Authority and engineer signed the document.

9. **OTHER BUSINESS**

- Teresa Beever reported that the expansion tank at the WWTP ruptured after the new well pump was installed. Melron replaced the tank on May 29, 2018.
- Tom McGarvey will evaluate the spare grinder pumps at the plant and will provide the information to the Authority for the July meeting.
- Mike Reed has been in contact with the claims representative from The Hartford Steam Boiler Inspection and Insurance Company, Patric Brooks, regarding the generator claim. Mike Reed has been unsuccessful in getting results from Cummins about repair of the generator. Mr. Brooks will be contacting Cummins' insurance company and will proceed with the claim.

10. **ADJOURNMENT**

The *motion* by Don Eckel, seconded by Mike Reed was approved unanimously to adjourn the meeting at 8:00 PM.

**WEST EARL SEWER AUTHORITY
June 2018 Engineer's Report**

1. DS Waters: As directed by the Authority at the May 2018 Authority meeting, BEL contacted the Authority Solicitor regarding legal options to have DS Waters comply with their permitted wastewater discharge to the Authority's system. The Solicitor prepared a Draft Notice of Violation for review by the Authority. **The Authority will need to take formal action to issue the letter to DS Waters via certified and regular mail.**

2. LGH Sewer Connection: ETSA issued a non-negotiable letter to LGH dated March 15, 2018 outlining the conditions required for ETSA to provide sanitary sewer service to the property located in West Earl Township. LGH provided a counter proposal to ETSA dated May 14, 2018. ETSA issued a letter declining the counter proposal on June 7, 2018.
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 (**No Change from May Report**): The NRW Permit will expire on August 31, 2019. BEL received the 1st quarter sampling results and issued a review letter dated April 25, 2018.
 - b. Zimco/American LaFrance (**No Change from May Report**): The NRW Permit will expire on December 31, 2019. BEL received the 1st quarter sampling results and issued a review letter dated April 16, 2018.
 - 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. As requested, Robson Forensic provided a completed NRW Permit Questionnaire to the Authority on May 21, 2018. Based on the response, Robson Forensic will not need to apply for a NRW Permit from the Authority.
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**): BEL received and reviewed a sanitary sewer financial security reduction request dated November 13, 2017 from the developer requesting a 100% reduction to the financial security. BEL issued email correspondence to the developer dated November 22, 2017 outlining the sanitary sewer issues that have been outstanding and indicating that any further financial security reductions cannot be considered until the outstanding issues are resolved. The Authority previously authorized a 90% sanitary sewer financial security reduction in November 2015 to bring the remaining security to \$36,582.15.
8. Tapping Fee (**No Change from May Report**): The Authority approved the tapping fee of \$2,800.00 effective June 1, 2016.
9. Stone Barn Place: The Authority granted 8 EDU's of sanitary sewer capacity (2,120 gpd) at the September 2017 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. The developer has retained a new

design consultant for the project and plans were recently submitted for review. BEL will be reviewing those plans in the near future.

10. Fairmount Homes WWTF (**No Change from May Report**): BEL received correspondence from Fairmount Homes' consultant indicating the Fairmount Homes is considering a building expansion that may require an expansion to their existing WWTF. The consultant stated that Fairmount Homes does not want to absorb the costs of expanding/upgrading their WWTF if public sanitary sewer service is going to be provided to the Farmersville Area. BEL responded on February 24, 2017 updating the Fairmount Homes consultant of the LGH project status.
11. Conestoga View Sewer Service: C&R Directional Boring, LLC has completed all sanitary sewer construction and testing. C&R submitted correspondence to the Authority dated June 1, 2018, requesting that Substantial Completion be established on June 6, 2018, even though all testing was not completed when the request was made. **BEL recommends that the Authority establish the Substantial Completion date as June 6, 2018 and authorize the Chairman to execute the Certificate of Substantial Completion upon receipt from the Contractor.**

The Contractor did not provide a listing of the remaining outstanding work items as part of their June 1, 2018 correspondence as required by the Contract Documents. Consequently, BEL prepared a punch list of remaining work items for the contractor and provided that punch list to C&R on June 8, 2018.

The Township is planning on paving all of the Township Roads impacted by this project with the exception of White Street later this summer. BEL has coordinated ordering and purchasing the necessary manhole risers to accommodate the Township's paving with the Township Road Master. The cost of the risers is \$8,002.50, which includes several extra for Township staff to keep in storage for future use.

C&R has submitted an Application for Payment No. 5 for work completed through May 31, 2018. **BEL has reviewed the Payment Application and recommends that the Authority authorize payment to C&R in the amount of \$446,627.06.**

The Final Completion date for this project is July 13, 2018.

12. WWTF NPDES Permit Renewal: 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. PADEP provided an updated Draft NPDES Permit to the Authority via email on April 30, 2018. BEL reviewed this and provided an email to the Authority dated May 4, 2018 which indicates that PADEP did not address any of our July 9, 2015 comments.
13. Sewer Index Mapping: BEL provided the most recent Authority mapping to the Township for inclusion in the Township's CS Datum database. BEL also provided the Authority's most recent sanitary sewer mapping information, Chapter 94 data, etc. to the Lancaster County Planning Commission for their use in the County Wide 2040 Comprehensive Plan.
14. Bobby Rahal Automotive Group: The Authority granted 8 EDU's of sanitary sewer capacity at the June 2017 Authority meeting and issued a capacity letter dated June 20, 2017. BEL received revised sanitary sewer design drawings and issued a review letter dated May 4, 2018.

The Authority Solicitor has been working with the Developer's attorney regarding the necessary sanitary sewer facility agreements.
15. Sewer Lateral Inspections: BEL has been performing sanitary sewer lateral inspections as necessary.
16. System Maintenance (**No Change from May Report**): At the May 2017 Authority meeting, the Authority requested that BEL prepare a sanitary sewer system maintenance schedule for the

Authority's consideration. BEL prepared a draft schedule for the Authority's information and review and provided that to the Authority at the July 2017 Authority meeting.

17. PA One Calls: BEL responded to 37 PA One Calls since May 3, 2018.
18. Route 272 and Church Street Sanitary Sewer Manholes: The project has been completed and the Substantial Completion date is February 23, 2018. BEL provided the project closeout binder to the Authority on June 4, 2018.
19. West Earl Township Building Water Service: As outlined in BEL's May 22, 2018 email to the Authority, BEL recommends that the Authority consult with WEWA to decide which entity should take the lead on bidding the water and sewer service extension project.
20. Eagle View Pumping Station Driveway: There are 2 sidewalk sections that are broken that need to be replaced. Rose Hill Concrete provided a cost of \$1,740 to repair the sidewalk sections.
21. Marlee Properties, LLC: The Authority granted sanitary sewer capacity for 3 EDU's at the January 2018 Authority meeting. The developer's consultant submitted revised sanitary sewer design drawings on May 16, 2018, but on May 23, 2018, the developer's consultant requested that BEL VOID the submission and not review the plans. Evidently, there are changes that the developer's consultant wants to make to the plans prior to having the sanitary sewer facility design reviewed.
22. 99 Rosewood Drive (**No Change from May Report**): The Authority granted sanitary sewer capacity for 1 EDU at the January 2018 Authority meeting, conditioned upon the developer/builder submitting sanitary sewer facility design information for review and approval. As directed by the Authority at the April Authority meeting, BEL forward the Authority's Rules and Regulations to the builder on April 18, 2018. BEL also forwarded the Authority's Rules and Regulations to Harbor Engineering on May 4, 2018.
23. Brownstown Business Center (**No Change from May Report**): BEL met with the property owner on January 12, 2018 regarding a proposed building modification/addition at 15 South State Street. The property owner is proposing to construct a "caretakers house" and modify the existing building office space into 2 long term rentals and up to 10 separate office spaces each with 1 or 2 employees. BEL informed the property owner of the Authority's requirements and recommended that they submit a letter to the Authority outlining the details of the project and requesting sanitary sewer capacity. BEL did receive sanitary sewer design drawings and issued a review letter dated March 29, 2018.
24. 3888 Oregon Pike: The property owner constructed a new home and demolished the previously existing home which contained 2 EDU's. The sanitary sewer facilities for the new home were installed without being witnessed by the Authority or BEL. BEL witnessed a pressure test on February 1, 2018. BEL indicated to the property owner that he needs to provide a drawing detailing the sanitary sewer facilities that were abandoned and installed as part of the project. The property owner provided a very basic hand drawn sketch of the installed sanitary sewer lateral which did not provide very much information. BEL met with the property owner on site and generated a sketch of the installed and demolished sanitary sewer facilities and provided that sketch to the Authority on June 11, 2018.
25. 126 West Metzler Road Sewer Lateral: BEL was notified that the property owner's plumber contacted the Authority about a potential sewer lateral issue. BEL visited the site and discussed this issue with the plumber. BEL obtained a quote from Melron in the amount of \$325.00 to televise the lateral to determine the integrity of the lateral piping.
26. Scott Monger Subdivision: The Authority granted 1 EDU of sanitary sewer capacity for the Scott Monger Subdivision at the March 2018 Authority meeting. At the May 2018 Authority meeting, the Authority approved the sanitary sewer design, conditioned upon the 3 minor items outlined in BEL's May 3, 2018 review letter being adequately addressed. PennDOT has issued the Highway Occupancy Permit (HOP) for construction of the sanitary sewer lateral.

27. 152 Brian Drive Sewer Lateral Installation: The property owner constructed the sanitary sewer lateral himself and the depth of the gravity sewer lateral into the grinder pumping basin is only 18-inches, which is not in conformance with the Authority's specifications. BEL attempted to contact the property owner on several occasions but never heard back from him. BEL prepared a draft letter for the Authority to issue to the property owner to have the lateral installed with a minimum cover of 42-inches.
28. 152 Stone Quarry Road Sanitary Sewer Service **(No Change from May Report)**: BEL previously spoke with the property owner regarding sanitary sewer service options and suggested that the property owner submit a letter to the Authority describing the property sanitary sewer situation. The property owner, Jared Martin, submitted an email to the Township on April 4, 2018. BEL provided the Authority's Rules and Regulations to Mr. Martin on April 18, 2018 and recommended that he contact a Professional Engineer to assist him with his sanitary sewer service options.
29. 245 East Main Street PennDOT HOP: The Authority executed the sanitary sewer lateral PennDOT HOP application for construction of the sanitary sewer lateral at the May 2018 Authority meeting and provided that to the property owner's consultant for submission to PennDOT.