

**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, July 11, 2018. 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: 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 June 13, 2018 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

Jesse and Pam Koch, 5 White Street, asked about the Conestoga View Project and the current timeline. They were informed that the Board of Supervisors approved issuance of the Notice to Connect at their July 9, 2018 meeting. Mr. & Mrs. Koch also informed the Authority the outstanding amount due to C&R for the additional pipe that was installed will be paid by the previous owner and is forthcoming with all other outstanding expenses related to the connection.

3. **ENGINEER'S REPORT**

See attachment

DS Services – the Notice of Violation was sent to DS Services and a reply was received by the Authority on July 2, acknowledging the problem and indicating that steps will be taken to correct the situation. The Authority directed BEL to contact the Authority's attorney and request a firm timeframe for the improvements from DS Services.

LGH – BEL reported that ETSA met with representatives of LGH this morning and LGH asked for additional EDU capacity. ETSA made it clear that LGH must project their needs and make a firm commitment to ETSA before any agreements will be executed between the two.

Conestoga View Sewers – There are about a dozen homeowners who have not paid C&R for the additional pipe that was installed. The Authority is willing to assist C&R in getting paid and will check with the solicitor on what the Authority can do to help in this matter. C&R submitted change order #2, which will reconcile the actual installed quantities with the bid form quantities.

The *motion* by Mike Reed, seconded by Brian Kane was approved unanimously to authorize change order #2, for \$13,734.50 less than the bid form quantities.

C&R has submitted an **Application for Payment No.6** for work completed through June 30, 2018. BEL reviewed the application and recommends that the Authority authorize payment to C&R in the amount of \$71,697.93. Payment will be included with the bills at this meeting.

99 Rosewood Drive– BEL has contacted the developer's consultant and indicated that the escrow account needs to be established with the Authority before any review work will be done on the design drawings.

245 East Main Street -

The HOP has been received from PA DOT for this project. Josh Kennedy (BEL) met with the property owner on July 5, 2018 about this project.

4. **CORRESPONDENCE**

- **Treasurer's report** – the Authority reviewed the May 31, 2018 treasurer's report
- **MOR** – the Authority reviewed the report submitted by Cawley Environmental Services, Inc.

5. **BILLS**

The **motion** by Dave Noyes, seconded by Brian Kane was approved unanimously to pay total monthly operating expenses of \$39,353.15.

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to pay escrow expenses of \$3106.25 for the Stone Barn Place project, the Scott Monger project, the Bobby Rahal project, the Marlee project and DS Services.

6. **PAYMENT REQUISITIONS**

The **motion** by Brian Kane, seconded by Mike Reed was approved unanimously to authorize payment **Requisition No. 197** for \$39,353.15 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. 41** for \$91,606.12 to pay expenses from the Bond Redemption and Improvement Fund for Engineering expenses associated with the Conestoga View Sewer Extension project, including Payment application #6 for 91,606.12 from C&R Directional Boring. The Authority and engineer signed the document.

7. **OTHER BUSINESS**

- The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to contact Martin Energy Group for generator maintenance.
Rick Weik will contact Martin and ask for a proposal in writing for the Authority's records.

The Sewer Authority adjourned to executive session at 7:35 P.M.

The Authority reconvened the regular meeting at 7:48 P.M.

8. **ADJOURNMENT**

The **motion** by Brian Kane, seconded by Don Eckel was approved unanimously to adjourn the meeting at 7:48 PM.

1. DS Waters: The Authority issued a Notice of Violation letter to DS Waters dated June 19, 2018. DS Waters submitted a response letter dated July 2, 2018 requesting additional time to address their sanitary sewer flow issues. The correspondence did not give any indication of how much additional time is being requested.
2. LGH Sewer Connection **(No Change from June Report)**: 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 June 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 June 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 June 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.
5. PADEP Sewage Facilities Planning **(No Change from June 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 June 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 June 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 June 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 recently retained a new design consultant for

the project and plans were recently submitted for review. BEL issued a review letter dated June 15, 2018.

10. **Fairmount Homes WWTF (No Change from June 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 and the Substantial Completion date for the project has been established as June 6, 2018. BEL issued a letter to the Authority dated June 29, 2018 indicating that all sanitary sewer connection notices can be issued by West Earl Township.

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. BEL provided an updated punch list including some clarifications on June 25, 2018. Since that time no additional punch list items have been addressed by C&R.

C&R issued a letter on July 5, 2018 outlining several property owners that have not paid C&R for the sewer lateral installations beyond the 30-feet of lateral that the Authority had paid for as part of the construction contract. BEL will contact the Authority Solicitor to determine how the Authority can assist C&R with obtaining full payment from all property owners. BEL also provided a response letter to C&R on July 6, 2018 and discussed the remaining issues with C&R on July 6, 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 will be submitting an Application for Payment for release of the remaining retainage in advance of the July Authority meeting along with Change Order No. 2 which will reconcile the actual installed quantities with the bid form quantities.

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

12. **WWTF NPDES Permit Renewal (No Change from June 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. 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 (No Change from June Report):** 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 July 6, 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 June 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 50 PA One Calls since June 12, 2018.
18. Route 272 and Church Street Sanitary Sewer Manholes: The project has been completed and the warranty period will expire on February 21, 2019.
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: Rose Hill Concrete repaired the 2 concrete sidewalk sections on June 26, 2018. The cost for the repairs is \$1,740.00.
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 and BEL issued a review letter dated June 27, 2018.
22. 99 Rosewood Drive: 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. BEL received design drawings on June 28, 2018. The Authority directed to delay review of the submission until an escrow account is established by the builder.
23. Brownstown Business Center **(No Change from June 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. 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.
25. Scott Monger Subdivision: The Authority granted 1 EDU of sanitary sewer capacity for the Scott Monger Subdivision at the March 2018 Authority meeting. The developer will need to schedule a preconstruction meeting and provide sanitary sewer shop drawings prior to commencement of construction. PennDOT has issued the Highway Occupancy Permit for construction of the sanitary sewer lateral.
26. 152 Brian Drive Sewer Lateral Installation **(No Change from June Report)**: 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.

27. 152 Stone Quarry Road Sanitary Sewer Service **(No Change from June 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.
28. 245 East Main Street PennDOT HOP: BEL attended a preconstruction meeting with Mr. Shumate on July 5, 2018. Shop drawings will need to be provided prior to construction and PennDOT has issued the Highway Occupancy Permit for construction of the sanitary sewer lateral.