

**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 12, 2018. Vice-Chairman Brian Kane called the meeting to order at 7:00 PM.

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

1. **MINUTES**

The **motion** by Don Eckel, seconded by Rick Weik was approved unanimously to accept the minutes of the August 8, 2018 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

**Derrick Siegrist**, developer for the property located at 99 Rosewood Drive asked the authority to waive the requirement for improvements to downstream sewer facilities. Vice Chairman Brian Kane asked for a motion to grant the request. None was made. The Authority requires the improvements to be completed as specified.

**Jeff Steely**, owner of the property at 494 South 9<sup>th</sup> Street asked the Authority for **an extension to connect to public sewer**, citing health issues, bad weather and insufficient funds.

The **motion** by Rick Weik, seconded by Don Eckel was approved unanimously to grant an extension to connection until December 31, 2018.

**Billing for sewer service will commence as scheduled, on September 29, 2018.**

Mr. Steely also asked for a **payment plan** to pay the tapping fee of \$2,800.00.

The **motion** by Rick Weik, seconded by Dave Noyes was approved unanimously to accept a payment plan for Mr. Steely, to be paid in full by December 31, 2018, of three separate payments each consisting of 1/3 the amount of the tapping fee, to be paid by the end of October 2018, the end of November 2018 and the end of December 2018 respectively.

**Jeff Zimmerman** provided a written **request for a 30 day extension to connect** 490 Millway Road (Mar-Allen Concrete) due to weather delays.

- The motion by Don Eckel, seconded by Dave Noyes to grant an extension to September 30, 2018 was not approved.
- Motion by Dave Noyes, seconded by Brian Kane to rescind the previous motion was approved unanimously.
- The **motion** by Dave Noyes, seconded by Brian Kane was approved unanimously to grant a 30-day extension until October 15, 2018 to connect the Mar-Allen property to public sewer.

**Billing for sewer service will commence as scheduled, on September 16, 2018.**

**Gregory Bricker**, owner of the property at 1 South Conestoga View Drive provided a written **request for a 90 day extension to connect to the public sewer**, citing non-response from plumbers for estimates.

The **motion** by Rick Weik, seconded by Brian Kane was approved unanimously to grant a 90 day extension to December 17, 2018 for connection to the sewer system and payment of the \$2,800.00 tapping fee.

**Billing for sewer service will commence as scheduled, on September 17, 2018.**

Mr. Bricker also requested a **payment plan** for the tapping fee, but was not in attendance to discuss his proposal of payment with the Authority.

3. **FINANCIAL STATEMENTS**

CPAs Jim Koontz and Brian Marchuck of Brown Schultz Sheridan & Fritz (BSSF) presented the **audited financial statements** to the Authority for fiscal year ending May 31, 2018.

4. **ENGINEER'S REPORT**

**BEL** reviewed the following items with the board. **See attachment.**

**DS Services**

**LGH** – a copy of the August 28, 2018 ETSA letter to WESA was distributed to the Authority.

**Non-Residential Waste Discharge Permit Program** –

- o Cleveland Bros is proposing discharge of wash bay water into the sanitary sewer system. The engineer asked that the request and the details of the waste water contribution are submitted in writing. A non-residential waste permit application was given to Cleveland Brothers for completion.

**Creek Hill**

**Stone Barn Place**

**Conestoga View Sewers** – BEL recommends final payment of \$25,725.00 for this project.

**Sewer Index Mapping**

**Bobby Rahal Automotive Group**

**System Maintenance** – BEL observed the Manhole at the Oregon Pike pumping station is in need of repair and is the likely cause of the Infiltration/Inflow problem reported by Cawley Environmental on August 4, 2018. BEL recommends performing a more detailed review of all the precast concrete structures installed as part of the Oregon Pike PS project to observe the interior condition of the manholes.

**PA One Calls**

**West Earl Township Building Water Service**

**Marlee Properties, LLC**

**99 Rosewood Drive**

**245 (241) East Main Street PennDOT HOP**

**Darl & Denise Yoder subdivision** – BEL reports that revised plans for this proposed subdivision have not been received. No escrow has been established for this project.

**389 Millway Road** – a letter from the SEO was distributed to the Authority regarding the condition of the on-lot system at this address.

**Spare Grinder Pumps** – BEL provided pricing from Mid-Atlantic Pump for all new spare grinder pumps.

The **motion** by Rick Weik, seconded by Don Eckel was approved unanimously to purchase seven WG20-21 pumps and one WGX20-21 pump at a cost of approximately \$15,690.00, to use as spares.

Teresa Beever will contact Tom McGarvey to inform him that the Authority does not want to repair the old pumps and they should be discarded appropriately.

5. **CORRESPONDENCE**

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

6. **BILLS**

The ***motion*** by Rick Weik, seconded by Don Eckel was approved unanimously to pay total monthly operating expenses of \$58,158.60.

The ***motion*** by Dave Noyes, seconded by Brian Kane was approved unanimously to pay escrow expenses of \$3,290.00 for the 99 Rosewood Drive, Marlee, Stone Barn Place, Creek Hill, and LGH projects.

7. **PAYMENT REQUISITIONS**

The ***motion*** by Rick Weik, seconded by Dave Noyes was approved unanimously to authorize payment **Requisition No. 199** for \$58,158.60 to pay operating expenses. The Authority and engineer signed the document.

The ***motion*** by Rick Weik, seconded by Dave Noyes was approved unanimously to authorize payment **Requisition No. 43** for \$8,187.05 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.

The ***motion*** by Don Eckel, seconded by Brian Kane was approved unanimously to authorize payment **Requisition No. 44** for \$25,725.00 from the Bond Redemption and Improvement Fund to C&R Directional Boring for the final payment for the Conestoga View sewer extension project. The Authority and engineer signed the document.

8. **OTHER BUSINESS**

- The UV sensor assembly for the WWTP was received on September 11, 2018. The plant operator was notified for its installation.
- The claim for the generator is being processed and the Authority should be receiving payment soon.
- Martin Energy Group Services provided a quote for semiannual generator service at all the Authority's pumping station locations.

The ***motion*** by Rick Weik, seconded by Brian Kane was approved unanimously to accept the quote from Martin Energy Group Service for semiannual generator service, totaling approximately \$7,000.00 per year.

Teresa Beever will contact Martin Energy Group Services and ask to be scheduled for generator service as soon as possible.

The Sewer Authority adjourned to executive session at 8:40 P.M.

The Authority reconvened the regular meeting at 8:42 P.M.

9. **ADJOURNMENT**

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

## **WEST EARL SEWER AUTHORITY September 2018 Engineer's Report**

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. DS Waters attended the August 2018 Authority meeting and indicated that they have hired a consultant to help determine a solution to the flow exceedance

issues. DS Waters provided correspondence to BEL on August 31, 2018 indicating they are still in process of scheduling a meeting with their consultant.

2. LGH Sewer Connection: LGH has agreed to the conditions required for ETSA to provide sanitary sewer service to the property located in West Earl Township. ETSA provided correspondence to the Authority indicating that a draft agreement will be provided to WESA for review.
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 **(No Change from August Report)**: The NRW Permit will expire on August 31, 2019. BEL received the 2<sup>nd</sup> quarter sampling results and issued a review letter dated July 30, 2018.
  - b. Zimco/American LaFrance **(No Change from August Report)**: The NRW Permit will expire on December 31, 2019. BEL received the 2<sup>nd</sup> quarter sampling results and issued a review letter dated July 17, 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. Cleveland Brothers: BEL was contacted regarding discharging wash bay water that is currently being recycled and disposed off site, into the Authority's sanitary sewer system. Cleveland Brothers has indicated that the wash bay water will be treated prior to discharge. BEL requested that Cleveland Brothers put the request in writing detailing the proposed pretreatment process, capacity needs, etc.
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: The Authority previously authorized a 90% sanitary sewer financial security reduction in November 2015 to bring the remaining financial security to \$36,582.15. BEL received revised sanitary sewer Record Drawings and issued an approval letter dated August 22, 2018. The developer's consultant needs to provide 3 print sets and 2 electronic copies to BEL. The Authority Solicitor provided 2 copies of the Bill of Sale for the sanitary sewer collection system to the developer for execution on August 29, 2018. The developer will also need to provide a sanitary sewer maintenance guaranty in the amount of \$54,873.23 prior to the Authority considering dedication of the sanitary sewer facilities.

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: The Authority granted 8 EDU's of sanitary sewer capacity (2,120 gpd) at the September 2017 Authority meeting. BEL received revised sanitary sewer design drawings via email on August 14, 2018 and provided a few very minor comments via email on August 17, 2018. The developer's consultant needs to provide a final set of sanitary sewer design drawings to the Authority along with an opinion of probable construction cost for purpose of establishing financial security for the project.
10. Fairmount Homes WWTF (**No Change from August 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. There are 4 minor punch list items that need to be addressed by C&R and they are working with Affordable Paving and Excavating to have those issues resolved.

C&R submitted the Final Application for Payment. **BEL recommends that the Authority authorize Final payment to C&R in the amount of \$25,725.00.**

12. 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. 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. BEL will provide an updated index map, including the Creek Hill sanitary sewer facilities (assuming dedication occurs in the next few months).
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. BEL received and reviewed the sanitary sewer facility easement legal descriptions and exhibits and emailed review comments to the developer's consultant on September 5, 2018.
15. Sewer Lateral Inspections: BEL has been performing sanitary sewer lateral inspections as necessary.
16. System Maintenance: 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.

As a result of Cawley's SSO Report, BEL completed a brief site review of the Oregon Pike PS project to determine the sources of the Infiltration/Inflow into the station and provided an email to the Authority on August 20, 2018 detailing our recommendations.

17. PA One Calls: BEL responded to 62 PA One Calls since August 6, 2018.
18. Route 272 and Church Street Sanitary Sewer Manholes **(No Change from August Report)**: 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. WEWA is in process of completing rock borings along the proposed water line route.
20. 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 August 13, 2018.
21. 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 and issued a review letter dated August 17, 2018.
22. Brownstown Business Center **(No Change from August 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.
23. 126 West Metzler Road Sewer Lateral **(No Change from August Report)**: 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.
24. Scott Monger Subdivision **(No Change from August Report)**: 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.
25. 152 Brian Drive Sewer Lateral Installation **(No Change from August 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.
26. 152 Stone Quarry Road Sanitary Sewer Service **(No Change from August 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.

27. 245 East Main Street PennDOT HOP: Construction and testing of the sanitary sewer lateral has been completed. The property owner/contractor will need to close out the PennDOT HOP.
28. Darl & Denise Yoder: The Yoder's are proposing to subdivide an existing lot along Stone Quarry Road and their consultant submitted a sanitary sewer capacity request for 1 EDU to accommodate the proposed new lot. The Authority granted 1 EDU, or 265 gpd, of sanitary sewer capacity at the August 2018 Authority meeting.
29. Route 272 PennDOT Paving Project: Candie forwarded a letter to BEL on August 2, 2018 regarding a PennDOT project which will impact the Authority's sanitary sewer facilities. BEL reviewed the correspondence and responded to Candie on August 17, 2018.
30. 389 Millway Road: The property owner attended the August 2018 Authority meeting and requested an extension for physical connection to the Authority's sanitary sewer facilities since his existing house will be demolished and a new home built on the property at a different location. The Township Sewage Enforcement Officer inspected the condition of the existing On Lot Disposal System and issued a letter to the Township dated August 21, 2018 indicating that the existing system is in adequate condition to allow for a deferral of connection to the Authority's system until October 2019.
31. Spare Grinder Pumps: As discussed at the August 2018 Authority meeting, BEL obtained pricing from Mid Atlantic Pump for all new spare grinder pumps. PADEP requires a municipality to have 1 spare pump per every 50 units. In order to have a full supply of the spares on hand, the Authority would need to purchase 9 spare pumps at a cost of approximately \$24,820. However, since the Authority's existing system includes only 1 duplex grinder pumping system with 3 horsepower pumps in Talmage and 1 duplex grinder pumping system with 5 horsepower pumps in Conestoga View, the Authority could choose to not purchase spares for these 2 systems since they already have redundancy built in by containing 2 pumps. That would result in the Authority needing to purchase 8 spare pumps (seven WG20-21 pumps and one WGX20-21 pump) at a cost of approximately \$15,690. We can discuss in more detail at the September Authority meeting.
32. Sanitary Sewer Facility Asset Listing: As requested by the Township, BEL has compiled the necessary documentation and completed a site review of the Authority's collection and conveyance system on August 13, 2018. A site review of the Wastewater Treatment Facility was scheduled for August 22, 2018, however, due to area flooding, that site review was cancelled and another date needs to be scheduled.

