

**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, December 12, 2018. Chairman Mike Reed called the meeting to order at 7:03 PM.

Authority members present: Rick Weik, 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 November 14, 2018 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

None

3. **ENGINEER'S REPORT**

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

LGH – ETSA will be forwarding a draft agreement for the Authority's review in the next few weeks.

Non-Residential Waste –BEL's review of ZIMCO's sampling results confirmed exceedances of permitted limitations. ZIMCO will be surcharged for exceedances.

Stonebarn Place – Subsequent to the Authority's approval of sanitary sewer design for this project, the developer was approached by the school district who is interested in purchasing the parcel. The project is on hold for now.

Conestoga View Sewers – the pump manufacturer and plumber are working out problems with two of the installed pumps for this project.

There are approximately 15 properties that have not made their final connection.

99 Rosewood Drive - The ***motion*** by Dave Noyes, seconded by Mike Reed was approved unanimously to approve the sanitary sewer design for this project, as recommended by the engineer.

Transition to Community – BEL reviewed design drawings and issued a review letter on December 10, 2018.

4. **CORRESPONDENCE**

- **MOR** – the Authority reviewed the report submitted by Cawley Environmental Services, Inc. for the month of October, 2018.
- **Martin Energy Group Quotes** – the Authority reviewed the quotes provided by Martin Energy Group to make repairs at the Church Street pumping station, the waste water treatment plant and the Newport Road pumping station. The board authorized all the repairs.

5. **BILLS**

The **motion** by Don Eckel, seconded by Mike Reed was approved unanimously to pay total monthly operating expenses of \$31,694.91.

The **motion** by Rick Weik, seconded by Don Eckel was approved unanimously to pay escrow expenses of \$1,821.25 for the Stone Barn Place, Bobby Rahal, 99 Rosewood Dr., Brownstown Commons, and Transition to Community projects.

6. **PAYMENT REQUISITIONS**

The **motion** by Dave Noyes, seconded by Don Eckel was approved unanimously to authorize payment **Requisition No. 202** for \$31,694.91 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. 47** for \$3,594.96 to pay expenses from the Bond Redemption and Improvement Fund for Engineering expenses associated with the Conestoga View Sewer Extension project, the manhole rehabilitation project, and the Oregon Pike PS I&I project. The Authority and engineer signed the document.

7. **OTHER BUSINESS**

- At the November 14, 2018 meeting, **Marlin Huss** asked the Authority to consider billing his account from the inspection date, rather than the 61st day from the Notice to Connect, as is stated in Ordinance 49, citing the unusually wet weather that caused delays.

The Authority concurred that the residents were clearly informed at the public meetings as well as in the certified mailings of the Notice to Connect that charges would begin on the 61st day even if connection is not made. The Authority agreed that an exception would not be made in this one case.

*The **motion** by Mike Reed, seconded by Dave Noyes was approved unanimously to deny the request to remove charges from Marlin Huss's sewer account for \$29.25, but to remove \$2.93 penalty that was applied to the unpaid amount in November.*

No further penalties will be removed from the account.

- **Engineer's rates 2019**

The **motion** by Don Eckel, seconded by Dave Noyes was approved unanimously to accept BEL's proposed 2019 rates as presented

8. **ADJOURNMENT**

The **motion** by Don Eckel, seconded by Mike Reed was approved unanimously to adjourn the meeting at 7:38 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. 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. BEL provided copies of DS Waters' most recent project schedule to the Authority at the November 2018 Authority meeting.
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. ETSA plans on forwarding the draft agreement within the next few weeks.
3. Lancaster County Career & Technology Center **(No Change from November 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 November Report)**: The NRW Permit will expire on August 31, 2019. BEL received the 3rd quarter sampling results and issued a review letter dated October 30, 2018.
 - b. Zimco/American LaFrance: The NRW Permit will expire on December 31, 2019. BEL received the 3rd quarter sampling results and issued a review letter dated November 28, 2018. BEL also provided the surcharge calculation to the Authority on November 28, 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 **(No Change from November Report)**: 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 November 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 November 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 November Report)**: 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 November 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 and the Authority approved the sanitary sewer design at the November 2018 Authority meeting. The sanitary sewer financial security shall be established at \$46,145.00.
10. Fairmount Homes WWTF **(No Change from November 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. All remaining punch list have been addressed. There are also a few minor issues with 2 of the grinder pumping units that are being addressed by Mid Atlantic Pump.

BEL provided the project closeout binder, O&M Manuals and the record drawings to the Authority on September 25, 2018. BEL has been providing observation services for the private property lateral installations and approximately 13 connections remain outstanding.

12. WWTF NPDES Permit Renewal **(No Change from November 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 November 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. BEL provided updated index maps to the Authority and Authority Board members.
14. Bobby Rahal Automotive Group **(No Change from November Report)**: 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 revised sanitary sewer facility easement legal descriptions and exhibits which are now satisfactory.

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. As directed by the Authority at the September 2018 Authority meeting, BEL completed a more detailed review of the existing sanitary sewer facilities and will be providing a summary of our findings along with estimated cost opinions for infiltration/inflow reduction. As discussed at the October 2018 Authority meeting, BEL is in process of preparing bidding documents to address the I/I issues.

17. PA One Calls: BEL responded to 22 PA One Calls since November 13, 2018.
18. Route 272 and Church Street Sanitary Sewer Manholes **(No Change from November Report)**: The project has been completed and the warranty period will expire on February 21, 2019.
19. West Earl Township Building Water Service **(No Change from November Report)**: 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 **(No Change from November Report)**: 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 revised design drawings and issued correspondence to the Authority dated December 4, 2018 recommending that the Authority approve the sanitary sewer design.**
22. Brownstown Business Center **(No Change from November 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 November 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 November 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 November 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. The Authority issued a certified letter to the property owner who contacted BEL. Evidently the property owner is proposing to attend the Authority meeting to discuss his situation.
26. 152 Stone Quarry Road Sanitary Sewer Service **(No Change from November 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 **(No Change from November Report)**: 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 **(No Change from November Report)**: 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. The Authority received information from PennDOT on October 29, 2018 and it does not appear there will be significant impact to the Authority's facilities.
30. 389 Millway Road **(No Change from November Report)**: 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. 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. BEL attended a site review of the Wastewater Treatment Facility on October 10, 2018. BEL has prepared a listing of Authority assets that the Authority will be able to provide to the Auditor
32. Brownstown Commons Lots 4 & 5 **(No Change from November Report)**: BEL received sanitary sewer design drawings and issued a review letter dated November 1, 2018.
33. Transition to Community: BEL received sanitary sewer design drawings and issued a review letter dated December 10, 2018.

