

**WEST EARL SEWER AUTHORITY
PO BOX 725
BROWNSTOWN, PA 17508-0725**

Before the meeting began, Rick Weik announced his resignation from the West Earl Sewer Authority and delivered a letter of resignation to the Board. The letter will be given to the Board of Supervisors.

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, January 9, 2019. Chairman Mike Reed called the meeting to order at 7:00 PM.

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

SEWER AUTHORITY REORGANIZATION 2019

The Chairman opened nominations for officers.

Dave Noyes nominated **Mike Reed for Chairman**, seconded by Don Eckel. Approved unanimously.

Don Eckel nominated **Brian Kane for Vice-Chairman**, seconded by Dave Noyes. Approved unanimously.

Mike Reed nominated **Don Eckel for Secretary/Treasurer**, seconded by Brian Kane. Approved unanimously.

Mike Reed nominated **Dave Noyes for Assistant Secretary/Treasurer**, seconded by Brian Kane. Approved unanimously.

Each nominee accepted his nomination.

Mike Reed was appointed Chairman for 2019 unanimously.

Brian Kane was appointed Vice-Chairman for 2019 unanimously.

Don Eckel was appointed Secretary/Treasurer for 2019 unanimously.

Dave Noyes was appointed Assistant Secretary/Treasurer for 2019 unanimously.

The *motion* by Don Eckel, seconded by Mike Reed was approved unanimously to re-appoint ***Becker Engineering as Authority engineer.***

The *motion* by Mike Reed, seconded by Don Eckel was approved unanimously to re-appoint ***Morgan, Hallgren, Crosswell and Kane as Authority Solicitor.***

The *motion* by Brian Kane, seconded by Dave Noyes was approved unanimously to re-appoint ***Brown, Schultz, Sheridan & Fritz as Auditor.***

1. **MINUTES**

The **motion** by Don Eckel, seconded by Mike Reed was approved unanimously to accept the minutes of the December 12, 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.**

DS Services – BEL reviewed and commented on the Draft Design Proposal from DS Services on December 28, 2018. DS Services will be addressing these comments.

LGH - the Authority received a draft of the Temporary Sewer Service Agreement for review.

The **motion** by Brian Kane, seconded by Mike Reed was approved unanimously to approve the Temporary Sewer Service Agreement with West Earl Sewer Authority, West Earl Township and Ephrata Township Sewer Authority contingent on the solicitor's review and approval.

Non-Residential Waste –DS Services permit expires August 31, 2019. BEL will contact DS Services to begin the necessary requirements for renewal.

Conestoga View Sewers – the pump manufacturer and plumber have completed repairs on the grinder pumps at the Green Acres Mobile Home Park (340 South 7th Street) and Jeff Steely's property (494 South 9th Street) that needed repair.

There are approximately 12 properties that have not made their final connection.

99 Rosewood Drive – The developer has not posted financial security for this project. There is currently a negative balance in the escrow account for this project. The finance personnel will request additional funds to replenish the escrow account.

Brownstown Commons Lots 4&5- BEL reported that revised design drawings were received today.

4. **CORRESPONDENCE**

- **MOR** – the Authority reviewed the report submitted by Cawley Environmental Services, Inc. for the month of November, 2018. The engineer will contact Cawley Environmental about some of the outstanding maintenance issues listed on the November report to determine if these items have since been completed.

5. **NEW BUSINESS**

Cawley Environmental informed the Authority that the Influent Grinder (Muffin Monster) at the Cocalico Creek pumping station needs to be repaired. The Authority did not authorize repair or replacement of the influent grinder.

6. **BILLS**

The **motion** by Don Eckel, seconded by Brian Kane was approved unanimously to pay total monthly operating expenses of \$50,338.61.

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to pay escrow expenses of \$7,162.25 for the Creek Hill, Stone Barn Place, 99 Rosewood Dr., Brownstown Commons, LGH, and Transition to Community projects.

7. **PAYMENT REQUISITIONS**

The *motion* by Brian Kane, seconded by Dave Noyes was approved unanimously to authorize payment **Requisition No. 203** for \$50,338.61 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. 48** for \$4,776.25 to pay expenses from the Bond Redemption and Improvement Fund for Engineering expenses associated with the Conestoga View Sewer Extension project and the Oregon Pike PS I&I project. The Authority and engineer signed the document.

8. **ADJOURNMENT**

The *motion* by Mike Reed, seconded by Don Eckel was approved unanimously to adjourn the meeting at 7:33 PM.

**WEST EARL SEWER AUTHORITY
January 2019 Engineer's Report**

1. DS Waters: BEL received a Draft Design Proposal from DS Waters and issued a letter dated December 28, 2018 outlining our comments. BEL also requested that DS Waters provide a schedule regarding when the final design will be completed and submitted for review.

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 a copy of the draft Temporary Sewer Service Agreement to WESA on December 12, 2018.
3. Lancaster County Career & Technology Center **(No Change from December 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 December 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 **(No Change from December Report)**: 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 December 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 December 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 December 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 has received the required print sets and electronic copies of the Record Drawings and provided copies to the Authority. 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 December Report)**: The Authority approved the tapping fee of \$2,800.00 effective June 1, 2016.

9. Stone Barn Place **(No Change from December Report)**: 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 December 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: The Substantial Completion date for the project has been established as June 6, 2018. All remaining punch list items and grinder pump issues have been addressed. BEL has been providing observation services for the private property lateral installations and approximately 12 connections remain outstanding.
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. BEL did receive a copy of the Final NPDES permit on January 2, 2019. BEL will be reviewing that Permit for consistency with previous Draft Permit versions.
13. Bobby Rahal Automotive Group **(No Change from December 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.

14. Sewer Lateral Inspections: BEL has been performing sanitary sewer lateral inspections as necessary.
15. 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.

BEL is in process of preparing the bidding documents for the repairs to the Oregon Pike PS manhole and the Cocalico Creek PS wet well and valve vault.

16. PA One Calls: BEL responded to 19 PA One Calls since December 12, 2018.
17. Route 272 and Church Street Sanitary Sewer Manholes: The project has been completed and the warranty period will expire on February 21, 2019. BEL completed a site review of the project and all work items are in satisfactory condition.
18. West Earl Township Building Water Service **(No Change from December 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.

19. Marlee Properties, LLC **(No Change from December 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.
20. 99 Rosewood Drive: The Authority granted sanitary sewer capacity for 1 EDU at the January 2018 Authority meeting and approved the sanitary sewer design at the December 2018 Authority meeting.
21. Brownstown Business Center **(No Change from December 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.
22. 126 West Metzler Road Sewer Lateral **(No Change from December 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.
23. Scott Monger Subdivision **(No Change from December 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.
24. 152 Brian Drive Sewer Lateral Installation **(No Change from December 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.
25. 152 Stone Quarry Road Sanitary Sewer Service **(No Change from December 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.
26. 245 East Main Street PennDOT HOP **(No Change from December Report)**: Construction and testing of the sanitary sewer lateral has been completed. The property owner/contractor will need to close out the PennDOT HOP.
27. Darl & Denise Yoder **(No Change from December 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.
28. Route 272 PennDOT Paving Project: 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. BEL completed the required paperwork and forwarded to PennDOT. BEL has also confirmed with

the Township that there are spare manhole risers available in the event minor manhole grade adjustments need to be made during construction.

29. 389 Millway Road **(No Change from December 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.
30. 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
31. Brownstown Commons Lots 4 & 5: BEL received revised sanitary sewer design drawings on December 20, 2018 and emailed a few minor design comments to the developer's consultant. The developer's consultant will be modifying the design drawings.
32. Transition to Community **(No Change from December Report)**: BEL received sanitary sewer design drawings and issued a review letter dated December 10, 2018.
33. 16 Garland Drive: BEL responded to a sewer odor issue and completed a site review. Based on our site review, it appears that a slotted cap was installed for the cleanout as opposed to a solid cap. Installation of a solid cleanout cap should remedy the situation.