

**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, February 13, 2019. Chairman Mike Reed called the meeting to order at 7:00 PM.

Authority members present: 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 January 9, 2019 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

Steve Ansel, owner of the property at **11 South Conestoga View Drive** cited financial difficulties and asked the Authority's consideration to accept a payment plan to pay the required \$2,800.00 tapping fee. Mr. Ansel proposed paying \$50 on the first day of each month beginning on March 1, 2019 for 6 months, and then increasing payments gradually until the total amount is paid.

The *motion* by Mike Reed, seconded by Don Eckel was approved unanimously to accept Mr. Ansel's proposal to pay \$50 per month, beginning March 1, 2019, but to return to the Authority after six months, on August 14, 2019 for another review of his finances.

Mr. Ansel was informed that a lien can be placed on his property at any time if he fails to make the payments according to the schedule.

3. **ENGINEER'S REPORT**

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

LGH - the Authority received a draft of the Temporary Sewer Service Agreement for review. The solicitor prepared a letter stating that the agreement is in acceptable form.

The *motion* by Mike Reed, seconded by Don Eckel was approved unanimously to accept the agreement as drafted and to execute the agreement at the appropriate time.

Non-Residential Waste –DS Services permit expires August 31, 2019. DS Services submitted the permit application fee for renewal.

ZIMCO was notified of the strength of waste violation and the surcharge of \$339.76 has been calculated and billed.

Stone Barn Place – the previously approved 8-lot subdivision plan was rescinded and new plans have been presented to BEL. As part of the Talmage sewer extension, a stub was installed to serve the former proposed 8 lot subdivision. Since that sewer service will no longer be necessary, the engineer advised the Authority that the stub should be removed and capped at the main. This work will be done as construction begins.

System Maintenance – BEL solicited pricing for repair of the Oregon Pike PS manhole and the Cocalico Creek PS wet well and valve vault, and presented these quotes to the Authority.

The **motion** by Don Eckel, seconded by Dave Noyes was approved unanimously to accept the proposal from Zimmerman Excavating for \$4,424.00 to repair the sanitary sewer manhole at the Oregon Pike pumping station and to accept the proposal from SWERP for \$7,650.00 to repair the wet well and valve vault at the Cocalico Creek pumping station.

99 Rosewood Drive – The developer posted financial security for this project and the Escrow account has been replenished.

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to execute the **Developer’s Agreement** between Custom Home Group, Inc. and West Earl Sewer Authority.

Brownstown Commons Lots 4&5- BEL reviewed the revised plans for this project and recommends approval.

The **motion** by Mike Reed, seconded by Dave Noyes was approved unanimously to **approve the revised sewer plans** for the Brownstown Commons Lots 4 & 5 project.

4. **CORRESPONDENCE**

- **MOR** – the Authority reviewed the report submitted by Cawley Environmental Services, Inc. for December, 2018. The Authority would like a more up to date account of the items that are repeatedly listed on the report for repair. BEL will contact Cawley and discuss the Authority’s request.

5. **NEW BUSINESS**

The Authority received plans for a project at the Brownstown Elementary School. These plans were given to BEL for review.

The new owner of the lot located at 122 West Metzler Road asked if there is an existing lateral to serve this location. The Authority directed the homeowner to coordinate with BEL to locate a service lateral.

6. **BILLS**

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to pay total monthly operating expenses of \$38,216.23.

The **motion** by Dave Noyes, seconded by Don Eckel was approved unanimously to pay escrow expenses of \$1,887.50 for the 99 Rosewood Dr., Brownstown Commons, Transition to Community and Marlee projects.

7. **PAYMENT REQUISITIONS**

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to authorize payment **Requisition No. 204** for \$38,216.23 to pay operating expenses. The Authority and engineer signed the document.

The **motion** by Dave Noyes, seconded by Don Eckel was approved unanimously to authorize payment **Requisition No. 49** for \$2,010.00 to pay expenses from the Bond Redemption and Improvement Fund for engineering expenses associated with the Oregon Pike PS I&I project. The Authority and engineer signed the document.

8. **ADJOURNMENT**

The **motion** by Dave Noyes, seconded by Don Eckel was approved unanimously to adjourn the meeting at 7:45 PM.

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February 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. To date, BEL has not received a revised schedule from DS Waters. BEL has been including the Authority Solicitor on all correspondence.

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. The Authority Solicitor has reviewed the Agreement and issued a letter to the Authority dated January 29, 2019.
3. Lancaster County Career & Technology Center **(No Change from January 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: The NRW Permit will expire on August 31, 2019 and BEL issued a reminder letter to DS Waters dated January 10, 2019 reminding them that the permit renewal application is due to the Authority by February 28, 2019. BEL received the 4th quarter sampling results and issued a review letter dated January 25, 2019.
 - b. Zimco/American LaFrance: The NRW Permit will expire on December 31, 2019. BEL received the 4th quarter sampling results and issued a review letter dated February 5, 2019. BEL also provided the surcharge calculation to the Authority on February 5, 2019.
 - 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 January 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 January 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 January 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 January 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 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 January Report)**: The Authority approved the tapping fee of \$2,800.00 effective June 1, 2016.
9. Stone Barn Place **(No Change from January 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 January 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 11 connections remain outstanding.
12. WWTF NPDES Permit Renewal: The Final NPDES permit was issued on January 1, 2019. BEL reviewed that Permit for consistency with previous Draft Permit versions. The NPDES permit will expire on
13. Bobby Rahal Automotive Group **(No Change from January 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 has solicited pricing from various contractors for repair of the Oregon Pike PS manhole and the Cocalico Creek PS wet well and valve vault. BEL will distribute the pricing to the Authority in advance of the February Authority meeting.
16. PA One Calls: BEL responded to 30 PA One Calls since January 9, 2019.
17. West Earl Township Building Water Service **(No Change from January 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.
18. 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 notified the consultant via email on January 30, 2019 indicating that a few minor issues remain outstanding. The developer's consultant submitted revised information via email on February 1, 2019 and BEL is in process of reviewing that information.

19. 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. The Authority received the Letter of Credit which establishes the sanitary sewer financial security at \$40,689.00. The developer will need to provide the executed Developer's Agreement to the Authority prior to commencing construction. **BEL recommends that the Authority authorize execution of the Developer's Agreement upon receipt from the developer.**
20. Brownstown Business Center (**No Change from January 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.
21. 126 West Metzler Road Sewer Lateral (**No Change from January 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.
22. Scott Monger Subdivision (**No Change from January 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.
23. 152 Brian Drive Sewer Lateral Installation (**No Change from January 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.
24. 152 Stone Quarry Road Sanitary Sewer Service (**No Change from January 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.
25. 245 East Main Street PennDOT HOP (**No Change from January Report**): Construction and testing of the sanitary sewer lateral has been completed. The property owner/contractor will need to close out the PennDOT HOP.
26. Darl & Denise Yoder (**No Change from January 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.
27. Route 272 PennDOT Paving Project (**No Change from January Report**): 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.

28. 389 Millway Road (**No Change from January 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.
29. 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
30. Brownstown Commons Lots 4 & 5: BEL received revised sanitary sewer design drawings on December 20, 2018 and issued a review letter dated January 15, 2019. **BEL recommends that the Authority approve the sanitary sewer design conditioned upon the comments outlined in BEL's January 15, 2019 review letter.**
31. Transition to Community: BEL received sanitary sewer design drawings and issued a review letter dated December 10, 2018. BEL met with the developer's consultant to discuss the review comments and BEL is waiting for a plan resubmission.
32. 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. It appears that the property owner replaced the slotted cap with a solid cap.

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