

**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 11, 2019. Vice Chairman Brian Kane called the meeting to order at 6:57 PM.

Authority members present: 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 Dave Noyes was approved unanimously to accept the minutes of the August 14, 2019 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT/GUESTS**

Township Supervisor Dave Thornton informed the Authority that Candie Johnson resigned and the Township Manager position is currently vacant. Mr. Thornton will be assuming the manager's duties until an interim manager is in place. Mr. Thornton provided his contact information to the Authority.

3. **FINANCIAL STATEMENTS**

CPA Brian Marchuck of Brown Schultz Sheridan & Fritz (BSSF) presented the **audited financial statements** to the Authority for fiscal year ending May 31, 2019.

The *motion* by Brian Kane, seconded by Don Eckel was approved unanimously to accept the **Financial Statements for fiscal year ending May 31, 2019** as presented by CPA Brian Marchuck of Brown Schultz Sheridan & Fritz (BSSF).

4. **ENGINEER'S REPORT**

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

Non-Residential Waste Discharge Permit Program

DS Services – The *motion* by Don Eckel, seconded by Dave Noyes was approved unanimously to issue the NRW Permit for DS Services, effective September 1, 2019 through August 31, 2024.

Zimco – Zimco paid the surcharge of \$130.23 for their NRW Permit exceedances.

Cleveland Brothers – there are several items that Cleveland Bros needs to address to complete the NRW permit application.

Conestoga View Sewer Extension – there are outstanding paving and lawn restoration items that C&R needs to complete. C&R indicated via email that they will not perform any maintenance until all private lateral installations are paid by the homeowners. There are two property owners who have not paid C&R.

BEL issued a letter to C&R's bonding company on June 27, 2019, and subsequently a conference call was held to discuss the remaining outstanding maintenance work. The Authority, by consensus, directed BEL to send a letter to the bonding company indicating that C&R is in default of the contract. The bonding company requested an extensive amount of information to proceed. BEL also received pricing from Hoover Excavating for \$6,900 to complete the work. After discussion, the Authority determined it would be **more cost effective to complete the outstanding punch list items than to pursue C&R to fulfill their obligation** through the bonding company.

The **motion** by Dave Noyes, seconded by Brian Kane was approved unanimously to hire Hoover Excavating complete the work.

152 Brian Drive – the property owner has not contacted the Authority after the most recent reminder was sent indicating a depth correction that must be made to the gravity sewer lateral into the grinder pumping basin.

Brownstown Commons Lot 4/5 – BEL reported that the proposed U-Gro project for Lots 4 & 5 fell through and the developer requested his escrow returned.

535 Old Akron Road – The low pressure sewer lateral was damaged and Cawley was contacted to make the repair. Brian Kane informed the Authority that the contractor who was called to repair the lateral came from Coatesville. BEL will contact Cawley and direct them to contact local contractors to alleviate extended wait time for repairs.

5. **CORRESPONDENCE**

- **MOR** – the Authority reviewed the report submitted by Cawley Environmental Services, Inc. for July, 2019.
- **Treasurer’s Reports** – the Authority reviewed the treasurer’s report from July, 2019.

6. **BILLS**

The **motion** by Don Eckel, seconded by Brian Kane was approved unanimously to pay total monthly operating expenses of \$65,142.80

The **motion** by Dave Noyes, seconded by Don Eckel was approved unanimously to pay escrow expenses of \$1,103.75 for the Transition to Community, Brownstown Commons, 99 Rosewood Drive, Bobby Rahal and Marlee projects.

7. **PAYMENT REQUISITIONS**

The **motion** by Don Eckel, seconded by Brian Kane was approved unanimously to authorize payment **Requisition No. 211** for \$65,142.80 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. 55** for \$210.00 to pay expenses from the Bond Redemption and Improvement Fund for engineering expenses associated with the Conestoga View Project. The Authority and engineer signed the document.

8. **OTHER BUSINESS**

None

9. **ADJOURNMENT**

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

**WEST EARL SEWER AUTHORITY
September 2019 Engineer’s Report**

1. DS Waters: BEL received “Revised” Final Design documents from DS Waters and BEL issued review comments on August 26, 2019.

2. LGH Sewer Connection **(No Change from August Report)**: 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 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: DS Waters addressed BEL's review comments. Consequently, **BEL recommends that the Authority issue the NRW Permit for DS Waters, effective September 1, 2019 through August 31, 2024.** BEL also received the 2nd quarter sampling results and issued a review letter dated August 6, 2019.
 - b. Zimco/American LaFrance **(No Change from August Report)**: The NRW Permit will expire on December 31, 2019. BEL received a renewal application from Zimco on July 1, 2019 and BEL issued a review letter August 13, 2019. BEL also received the 2nd quarter sampling results and issued a review letter dated August 7, 2019 along with the surcharge calculation in the amount of \$130.23.
 - 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 received a Non Residential Waste application on July 3, 2019 but needs to provide sampling results and the permit application fee of \$100.00.
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 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. BEL has requested a construction schedule from the developer's contractor regarding the correction method for the one manhole experiencing infiltration.

8. Tapping Fee **(No Change from August Report)**: The Authority modified the sanitary sewer tapping fee to \$3,900.00 effective June 1, 2019.
9. Stone Barn Place **(No Change from August Report)**: At the May 2019 Authority meeting, the Authority approved the sanitary sewer design conditioned upon the item outlined in BEL's April 18, 2019 review letter being adequately addressed. BEL received a copy of the recorded private sanitary sewer easement agreement between the 2 private property owners on May 13, 2019.
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: The Substantial Completion date for the project has been established as June 6, 2018. BEL completed a site review and issued a letter to C&R dated May 10, 2019 outlining several items that need to be completed in advance of the 1-year warranty expiration of June 5, 2019. C&R responded via email that they will not perform any maintenance work until all private lateral installations are paid by the remaining 2 property owners. C&R indicated that they are owed \$2,500 from the 2 property owners. The Authority authorized BEL to forward a letter to C&R's bonding company indicating that C&R is in default of the contract. The bonding company provided a response dated August 27, 2019 requesting a significant amount of information. BEL also obtained pricing from local contractors to complete the punch list items and Hoover Excavating provided a cost of \$6,900 to complete the work.

BEL has also been providing observation services for the private property lateral installations and approximately 7 connections remain outstanding.

12. Bobby Rahal Automotive Group: BEL attended a preconstruction meeting for the project on May 29, 2019 and continues review of the shop drawings. BEL also received plumbing plans and issued a review letter dated June 13, 2019. The site contractor completed blasting for the project in the area of the Authority's existing force mains and there did not appear to be any damage to the Authority's facilities.
13. Sewer Lateral Inspections: BEL has been performing sanitary sewer lateral inspections as necessary.
14. System Maintenance **(No Change from August 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.

The Authority authorized the televising of the influent line into the Cocalico Creek PS wet well. Pipe Data View completed the televising on June 25, 2019 and BEL provided a recommendation letter to the Authority dated July 18, 2019.
15. PA One Calls: BEL responded to 64 PA One Calls since August 8, 2019.
16. West Earl Township Building Water Service **(No Change from August Report)**: At the request of the Township, BEL provided drawings to the Water Authority consultant to proceed with installation of the water extension to serve the Township Building.
17. Marlee Properties, LLC **(No Change from August Report)**: The Authority granted sanitary sewer capacity for 3 EDU's at the January 2018 Authority meeting. The Authority also approved the sanitary sewer design conditioned upon the items outlined in BEL's May 14, 2019 review letter being adequately addressed at the June 2019 Authority meeting. The Authority Solicitor has prepared the necessary agreements and forwarded those to the developer for execution prior to approval by the Authority.

18. 99 Rosewood Drive: The Authority authorized a reduction to the sanitary sewer financial security to \$2,000.00 at the July 2019 Authority meeting. The developer needs to provide the grinder pumping station start up report and record drawings.
19. 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.
20. 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.
21. 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. 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.
22. 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.
23. 241 East Main Street PennDOT HOP **(No Change from August Report)**: Construction and testing of the sanitary sewer lateral has been completed. The property owner/contractor will need to close out the PennDOT HOP.
24. Darl & Denise Yoder **(No Change from August 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. The Authority forwarded a reminder to the developer to pay the Capacity Reservation/Commitment Fee on August 2, 2019.
25. Brownstown Commons Lots 4 & 5: The Authority approved the sanitary sewer design conditioned upon the comments outlined in BEL's January 15, 2019 review letter at the February 2019 Authority meeting. BEL attended a pre-construction meeting on August 29, 2019 and has reviewed the sanitary sewer shop drawings.
26. Transition to Community: The Authority approved the sanitary sewer design conditioned upon the items outlined in BEL's March 13, 2019 review letter being adequately addressed at the April 2019 Authority meeting. BEL attended a preconstruction meeting for this project on July 26, 2019 and has reviewed the sanitary sewer shop drawings.
27. Brownstown Elementary School **(No Change from August Report)**: The Authority approved the sanitary sewer design conditioned upon the items outlined in BEL's May 28, 2019 review letter being adequately addressed at the June 2019 Authority meeting.

28. 122 West Metzler Road Sewer Connection **(No Change from August Report)**: Construction and testing of the sanitary sewer lateral was completed on August 2, 2019. Final road paving will be completed when the final driveway is paved.
29. Sanitary Sewer Easements: As requested by the Township Manager, BEL has prepared mapping to identify the location of existing Authority sanitary sewer easements and to also identify any sanitary sewer easements that need to be obtained.
30. 535 Old Akron Road Sewer Lateral Repair: The low pressure sewer lateral was damaged by vehicle traffic and Cawley was contacted to repair the damaged lateral.
31. 130 Rose Hill Road Grinder Pump Basin: The owner of 120 Rose Hill Road contacted the Authority with a concern regarding the grinder pump basin for 130 Rose Hill Road. As requested, BEL reviewed the basin installation for 130 Rose Hill Road and issued our findings to the Authority on August 29, 2019.
32. WWTF Influent Pumping Station Trash Basket Guide Rails: BEL contacted Cawley to have the trash basket cleaned which was completed by a subcontractor to Cawley. It is BEL's opinion that no action is required by the Authority at this time to replace the trash basket.