

**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, January 8, 2020. 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: Mark Homan, Becker Engineering. Teresa Beever, administrator.

SEWER AUTHORITY REORGANIZATION 2020

The ***motion*** by Don Eckel, seconded by Dave Noyes was approved unanimously to re-appoint Mike Reed as Chairman, Brian Kane as Vice-Chairman, Don Eckel as Secretary/Treasurer, Dave Noyes as Assistant Secretary/Treasurer **AND** to re-appoint ***Becker Engineering as Authority Engineer, Morgan, Hallgren, Crosswell and Kane as Authority Solicitor, and Brown, Schultz, Sheridan & Fritz as Auditor.***

1. **MINUTES**

The ***motion*** by Don Eckel, seconded by Brian Kane was approved unanimously to accept the minutes of the December 11, 2019 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT/GUESTS**

None

3. **ENGINEER'S REPORT**

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

DS Services Flow Equalization – BEL Reported that DS Services provided a revised schedule for installation of the flow equalization facilities. DS Services projects completion by May 13, 2020.

LCCTC – A response letter to LCCTC was sent January 2, 2020 indicating that the Authority has no plans at this time to extend the sanitary sewer facilities near or adjacent to the LCCTC Brownstown Campus.

Non-Residential Waste Discharge Permit Program

DS Services – The Authority reviewed a draft letter to DS Services for 15 additional EDU's.

The ***motion*** by Don Eckel, seconded by Brian Kane was approved unanimously to send the letter and invoice to **DS Services for 15 additional sewer EDU's.**

Brownstown Business Center – On January 6, 2020, the Authority received a letter from the developer stating that the plans for this project have changed whereby the 2nd floor would be converted into 2 office suites in lieu of 2 apartments. Because the project includes only interior renovations, the engineer recommends collecting an escrow amount of \$1,000 rather than the \$10,000 land development escrow that is set in the Fee Schedule.

The ***motion*** by Mike Reed, seconded by Don Eckel was approved unanimously to **accept \$1,000.00 escrow** for evaluation of the EDU requirement for this project.

Once this escrow has been established with the Authority, the engineer will be directed to review the proposal for conversion of the 2nd floor apartments to office suites and respond to the developer with the evaluation.

The revised plans (January 6, 2020) indicate that there will be approximately 28 employees using the building. BEL recommends a use of 3 total EDU's at this location.

The **motion** by Mike Reed, seconded by Brian Kane was approved unanimously to **require the purchase of 2 additional EDU's capacity**, for a total of 3 EDU's at this location to accommodate the office suites for 28 employees.

Forney Estate (formerly Cloverbrook) – ownership of the remaining 2 lots of the Cloverbrook development has transferred from Mr. Redcay to Forney Estate, LLC. The Attorney for the purchaser asked the Authority to release the financial security posted by Redcay for the remaining work and to determine the amount of financial security needed by the purchaser to complete the remaining work at the site.

The Authority solicitor proposed action to be taken to release the Bond issued as financial security for completion of the improvements required by the Final Subdivision and Land Development plan for Cloverbrook Development, conditioned upon the posting of substitute financial security by the purchaser.

The Authority approved evaluation by BEL to determine the financial security required to complete the remaining work. Once this financial security amount is determined, the board, by consensus, agreed to take action via email on the proposed motion, and authorized the chairman to sign any documents that are required.

4. **CORRESPONDENCE**

- **MOR** – reports from October, 2019 and November, 2019 were reviewed by the Authority. Don Eckel asked that Cawley be contacted regarding the repeated report that CES is still investigating the situation of the guiderail hardware for the influent basket showing heavy corrosion and ask them to correct the problem. Chairman Reed asked that Cawley provide a priority list for repairs and a time frame for the completions of the projects.
- **Treasurer's Reports** – the Authority reviewed the treasurer's report from November, 2019.

5. **BILLS**

The **motion** by Don Eckel, seconded by Mike Reed was approved unanimously to pay total monthly operating expenses of \$39,646.03.

The **motion** by Dave Noyes, seconded by Brian Kane was approved unanimously to pay escrow expenses of \$4,375.75 for the Brownstown Business Center, Bobby Rahal, Marlee, LGH, and Transition to Community Projects.

6. **PAYMENT REQUISITIONS**

The **motion** by Dave Noyes, seconded by Mike Reed was approved unanimously to authorize payment **Requisition No. 215** for \$39,646.03 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. 59** for \$106.25 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.

7. **OTHER BUSINESS**

Statements of Financial interest forms were provided by email to the board members. Brian Kane and Dave Noyes returned the completed forms.

8. **ADJOURNMENT**

The *motion* by Mike Reed, seconded by Don Eckel was approved unanimously to adjourn the meeting at 7:52 PM.

Respectively Submitted,

Teresa Beever

Recording Secretary, West Earl Sewer Authority

WEST EARL SEWER AUTHORITY January 2020 Engineer's Report

1. DS Waters Flow Equalization: DS Waters provided a revised schedule for installation of the flow equalization facilities. DS Waters is projecting construction to be completed by May 13, 2020. This completion date is 2 months later than the completion date reported last month and is due to increased lead times for the precast concrete vault.
2. LGH Sewer Connection (**No Change from December 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: LCCTC had contacted BEL questioning whether the Authority had any plans to extend public sanitary sewer service into the area of the LCCTC facility. As a follow up to those discussions, LCCTC representatives submitted an email request to the Authority dated November 25, 2019 for the Authority's consideration. BEL drafted a response letter for the Authority to utilize when responding to LCCTC.
4. Non-Residential Waste (NRW) Discharge Permit Program:
 - a. DS Waters: The NRW Permit will expire on August 31, 2024. BEL previously received the 3rd quarter sampling results and issued a review letter dated November 1, 2019. The quarterly wastewater flows averaged 65,141 gpd, which exceeds the maximum daily quarterly flow of 61,250 gpd. As requested by the Authority, BEL compiled a flow summary for the past several years for the Authority and also drafted a letter for the Authority to utilize to require additional sanitary sewer capacity purchase by DS Waters.
 - b. Zimco/American LaFrance: The NRW Permit will expire on December 31, 2024. BEL previously received the 3rd quarter sampling results and issued a review letter dated October 29, 2019 and issued the surcharge calculation in the amount of \$1,397.34 dated November 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 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 submitted a Non Residential Waste application and BEL issued review comments on September 11, 2019.
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 **(No Change from December 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. 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. All remaining outstanding construction punch list issues have been addressed by the developer's contractor.
8. Tapping Fee **(No Change from December Report)**: The Authority modified the sanitary sewer tapping fee to \$3,900.00 effective June 1, 2019.
9. 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.

10. Conestoga View Sewer Service: BEL has been providing observation services for the private property lateral installations and approximately 5 connections remain outstanding.
11. Bobby Rahal Automotive Group: BEL received plumbing plans and issued a review letter dated June 13, 2019. Sanitary sewer construction is ongoing and BEL is providing periodic construction observation.
12. Sewer Lateral Inspections: BEL has been performing sanitary sewer lateral inspections as necessary.
13. 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.

At the request of the Authority, BEL completed a site review in the area of 8 Garland Drive to investigate a sanitary sewer odor complaint. The property owner thought that a Comcast contractor working in the area may have damaged the Authority's sanitary sewer line as they were working in the area. It appears that there was not any damage to the Authority's sanitary sewer facilities, however, there was in fact a sewer odor present near the low pressure sewer line transition to gravity sewer in Millway Road. After discussion with Authority staff, it was agreed that plastic manhole inserts will be purchased and installed within the discharge manhole as well as the next upstream manhole within Garland Drive to prevent odors from escaping the existing manholes. The cost of each insert is approximately \$54.00. BEL installed the 2 manhole inserts on December 12, 2019.

14. PA One Calls: BEL responded to 112 PA One Calls since December 11, 2019.
15. West Earl Township Building Water Service **(No Change from December 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.
16. Marlee Properties, LLC **(No Change from December Report)**: The developer has posted the required sanitary sewer financial security in the amount of \$116,675.00 and coordinated a preconstruction meeting which was held on October 10, 2019. The developer's contractor anticipates completing site blasting the week of December 9, 2019 and sanitary sewer installation is scheduled to begin mid-January 2020.
17. 99 Rosewood Drive **(No Change from December Report)**: The Authority authorized release of the remaining \$2,000.00 sanitary sewer financial security at the October 2019 Authority meeting contingent upon the developer reimbursing the Authority for all outstanding professional services fees.
18. Brownstown Business Center (15 South State Street): 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 "caretaker's 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.

The developer has subsequently eliminated plans to construct the "caretaker's house" but is interested in modifying the existing office space as mentioned above. In fact, I believe most of the construction work if not all of the construction work has already been completed without permits. At any rate, the developer submitted a sanitary sewer capacity request dated December 17, 2019 and BEL provided a recommendation letter to the Authority dated January 2, 2020. **BEL recommends**

that the Authority require the developer to post a \$1,000.00 dollar escrow account and grant 3 additional EDU's of sanitary sewer capacity for this project.

19. 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.
20. 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.
21. 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.
22. 241 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.
23. 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. The Authority forwarded a reminder to the developer to pay the Capacity Reservation/Commitment Fee on August 2, 2019.
24. Brownstown Commons Lots 4 & 5 **(No Change from December Report)**: Sanitary Sewer facility construction and testing has been completed for Lot 4. No sanitary sewer work has commenced for Lot 5. The developer needs to provide Record Drawings to the Authority.
25. Transition to Community **(No Change from December Report)**: Sanitary sewer facility construction and testing for one group home and the director's home has been completed. The developer needs to provide Record Drawings to the Authority.
26. Brownstown Elementary School: All sanitary sewer facility shop drawings have been reviewed. Sanitary sewer facility construction is anticipated to commence in Spring 2020. BEL received a call from Lobar, Inc. (Contractor) on November 21, 2019 stating that an existing on-site sanitary sewer lateral was damaged and repaired as part of this project. BEL questioned what material was used for the repair and was informed that Schedule 40 PVC pipe and Fernco Couplings were utilized. BEL noted that Fernco couplings are not allowed to be used and need to be removed and replaced with hard couplings. Lobar noted that they will remove the Fernco couplings at a later date as they are not working in the area at this time. Lobar contacted BEL indicating that sanitary sewer work will commence on January 6, 2020.
27. Sanitary Sewer Easements: Teresa located the remaining recorded sanitary sewer easement agreements so all easement agreements are accounted for. BEL provided digital copies of the agreements and associated mapping to the Authority on December 11, 2019.
28. WWTF Influent Pumping Station Trash Basket Guide Rails **(No Change from December Report)**: 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.

29. Forney Estate (formerly Cloverbrook): The Authority Solicitor has provided a recommendation to the Authority to release the former developer from the remaining sanitary sewer financial security and to require the new owner to establish a substitute sanitary sewer financial security. Since we were not serving as the Authority's consulting Engineer for this project, we have little information available. We will attempt to have recommendations in order for discussion at the January Authority meeting.

G:\BEng-Data\Projects\20-199-01\Engineer's Reports\January 2020 Engineers Report.doc