

**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, July 8, 2020. Chairman Mike Reed called the meeting to order at 7:03 PM.

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

1. **MINUTES**

The **motion** by Brian Kane, seconded by Dave Noyes was approved unanimously to accept the minutes of the June 10, 2020 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 Flow Equalization – the flow equalization facilities' start up is scheduled for the week of July 13, 2020.

LCCTC – A consultant has contacted the Authority with questions regarding the Authority's sanitary sewer facilities. BEL is corresponding with the consultant to provide the information requested.

Non-Residential Waste Discharge Permit Program

DS Services – DS Services has not paid the invoice for additional tapping fees.

Conestoga View – Four unconnected properties remain.

Bobby Rahal – A fitting that was lost in the sewer system by the construction crew was found at the Church Street pumping station in the scrap basket. As the basket was being raised, the cable on the hoist broke and the hook, part of the cable and the basket were all dropped back into the pump station. Kline's was scheduled to clean the station today, July 8, 2020, and retrieve the items to prevent damage to the pumps. Cawley will evaluate the hoist and provide a cost for its repair. Additional charges for the engineer's time relating to this incident will be separated out on the monthly invoice to be charged to the construction company.

Scott Monger – The original HOP that was issued for this project has expired and the developer would like to resubmit an HOP application for a new permit. BEL recommends that the Authority authorize the submission of the application.

- The **motion** by Mike Reed, seconded by Brian Kane was approved unanimously to authorize submission of the application for a new HOP permit for sanitary sewer lateral installation at 205 East Main Street for the proposed Scott Monger project.

Chairman Mike Reed signed the HOP application. BEL will forward the document to the developer's consultant for submission.

Brownstown Commons – The developer submitted a financial security reduction request. BEL reviewed the request and recommends the financial security be reduced by \$2,450.00.

- The **motion** by Brian Kane, seconded by Dave Noyes was approved unanimously to reduce the financial security by \$2,450.00, from \$10,550.00 to \$8,100.00.

LASA – BEL was contacted for additional system information, which was provided to LASA.

Church Street Manhole Repair - A damaged manhole on Church Street was discovered and BEL obtained pricing for its repair.

- The **motion** by Mike Reed, seconded by Brian Kane was approved unanimously to accept the proposal from Zimmerman’s Excavating for \$4,995.00 to repair the manhole.

Maintenance Items – BEL is corresponding with Cawley for repairs to the items discussed at last month’s meeting, including the spare sludge pumps at the WWTP and at the Eagle Drive pumping station, and the replacement or repair of the fine bubble diffuser racks.

4. **NEW BUSINESS**

Reuben Z Zeiset, owner of the property at 215 South State Street, Talmage, requested 1 EDU capacity for a proposed second dwelling at this location.

- The **motion** by Brian Kane, seconded by Dave Noyes was approved unanimously to grant capacity for one additional EDU for the property located at 215 South State Street to accommodate an addition dwelling proposed by the owner, Reuben Z Zeiset at this location.

5. **CORRESPONDENCE**

- **MOR** – the May 2020 report was reviewed by the Authority.
- **Treasurer’s Report** – the May 31, 2020 Treasurer’s Report was reviewed by the Authority.

6. **BUDGET**

The Authority reviewed the Draft 2020-2021 budget. The **motion** by Mike Reed, seconded by Brian Kane was approved unanimously to adopt the 2020-2021 budget as presented.

7. **BILLS**

The **motion** by Dave Noyes, seconded by Brian Kane was approved unanimously to pay total monthly operating expenses of \$45,591.60.

The **motion** by Brian Kane, seconded by Mike Reed was approved unanimously to pay escrow expenses of \$3,636.82 for the Martin Appliance Warehouse, Brownstown Commons, Bobby Rahal and Marlee projects.

8. **PAYMENT REQUISITIONS**

The **motion** by Brian Kane, seconded by Dave Noyes was approved unanimously to authorize payment **Requisition No. 221** for \$45,491.60 to pay operating expenses. The Authority and engineer signed the document.

9. **OTHER BUSINESS**

None

10. **ADJOURNMENT**

The **motion** by Mike Reed, seconded by Brian Kane was approved unanimously to adjourn the meeting at 7:35 PM

**WEST EARL SEWER AUTHORITY
June 2020 Engineer’s Report**

1. DS Waters Flow Equalization: Construction of the flow equalization facilities resumed the week of June 1, 2020. DS Waters provided an updated construction schedule indicating a completion of July 13, 2020.

2. LGH Sewer Connection **(No Change from May 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 May Report)**: 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. The Authority issued a letter to DS Waters dated January 9, 2020 requiring the purchase of additional sanitary sewer capacity based on historical facility flows. BEL also received the 2020 1st quarter sampling results and issued a review letter dated May 12, 2020.
 - b. Zimco/American LaFrance: The NRW Permit will expire on December 31, 2024. BEL received the 2020 1st quarter sampling results and issued a review letter dated May 13, 2020 and issued the surcharge calculation in the amount of \$1,070.05 dated May 13, 2020.
 - 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 May Report)**: Cleveland Brothers submitted a Non Residential Waste application and BEL issued review comments on September 11, 2019. BEL participated in a conference call with Cleveland Brothers on February 28, 2020 regarding the review comments.
5. PADEP Sewage Facilities Planning **(No Change from May 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) offsets 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 May 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 May 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. The developer's contractor has addressed all remaining outstanding construction punch list issues.
8. Tapping Fee **(No Change from May Report)**: The Authority modified the sanitary sewer tapping fee to \$3,900.00 effective June 1, 2019.

9. Fairmount Homes WWTF **(No Change from May 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 4 connections remain outstanding.
11. Bobby Rahal Automotive Group: Sanitary sewer construction has been completed and some testing remains outstanding.
12. Sewer Lateral Inspections: BEL has been performing sanitary sewer lateral inspections as necessary.
13. System Maintenance **(No Change from May 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.
14. PA One Calls: BEL responded to 56 PA One Calls since May 4, 2020.
15. West Earl Township Building Water Service **(No Change from May 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: Sanitary sewer construction resumed the week of May 25, 2020 and BEL is providing periodic construction observation.
17. Scott Monger Subdivision: The Authority granted 1 EDU of sanitary sewer capacity for the Scott Monger Subdivision at the March 2018 Authority meeting. The developer is waiting for the Township curb and sidewalk project to commence before commencing sanitary sewer construction. The developer will coordinate the renewal of the PennDOT Highway Occupancy Permit for construction of the sanitary sewer lateral.
18. 152 Brian Drive Sewer Lateral Installation **(No Change from May 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.
19. 152 Stone Quarry Road Sanitary Sewer Service **(No Change from May 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.
20. Darl & Denise Yoder **(No Change from May 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.
21. Brownstown Commons Lots 4 & 5: Sanitary Sewer facility construction and testing is complete for Lot 4. No sanitary sewer work has commenced for Lot 5. The developer submitted sanitary sewer Record Drawings to the Authority on June 2, 2020 for review.

22. Transition to Community **(No Change from May 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.
23. Brownstown Elementary School: The contractor is continuing with installation of the stormwater facilities and does not yet have a schedule regarding the remaining sanitary sewer facility construction.
24. Forney Estate (formerly Cloverbrook) **(No Change from May Report)**: The Authority Solicitor previously 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. As directed by the Authority at the January 2020 Authority meeting, BEL prepared a construction cost opinion for removal and replacement of the sanitary sewer facilities and issued correspondence to the Authority dated January 17, 2020 detailing the cost opinion. It is BEL's understanding that the new developer has provided the sanitary sewer financial security letter of credit in the amount of \$136,302.00 to the Township/Authority on March 12, 2020.
25. LASA Agreement: At the request of LASA and the Township, BEL provided hard copies of all of the Authority's drawings to LASA which LASA subsequently scanned. BEL also provided GIS information to LASA.
- LASA requested a significant amount of information regarding the Authority's NRW Program. BEL compiled this information and provided it to LASA on May 21, 2020.
- The Township requested BEL to coordinate site visits to the Authority's facilities by 2 separate LASA appraisers. BEL accompanied both appraisers on the site visits.
- The Authority Solicitor recommends that the Authority take formal action as outlined in BEL's June 9, 2020 email correspondence to the Authority regarding the APA.
26. Martin Appliance Warehouse: BEL received sanitary sewer design plans and issued a review letter dated June 4, 2020. BEL will provide the Authority with a sketch of the proposed sanitary sewer service method at the June Authority meeting for discussion.
27. LPSS Valve Exercising: BEL contacted Cawley regarding exercising the LPSS cleanout manhole valves. The Authority has approximately 105 LPSS cleanout manholes and the valves within those manholes should be exercised periodically. Since transfer of the Authority assets to LASA appears to be imminent, BEL will inform LASA of this maintenance item.