

**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 9, 2020. Chairman Mike Reed called the meeting to order at 7:02 PM.

Authority members present: Don Eckel, 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 July 8, 2020 regular meeting of the West Earl Sewer Authority as presented.

A quorum was not present for an August 12, 2020 meeting; therefore, no minutes were taken.

2. **DENMAR** – Tom Devenney (ELA Group) Richard Hoover (Hoover Builders) and Dennis Martin (DENMAR) attended the meeting to request relief from the Authority’s requirement to install gravity sewer to serve the property along Cocalico Creek Road which is currently being developed for DENMAR properties. The developer’s reasons for preferring a low pressure connection includes the additional zoning that would be required to encroach on the floodplain to install gravity sewer, potential rock that would be encountered to excavate for gravity sewer and an extended timeline for additional permitting and mobilization for the installation of gravity sewer. The developer proposes connecting to the existing low pressure line that is installed along Burkholder Drive.

The Sewer Authority regulations state that low pressure sewers are to provide sewer service to existing properties which cannot be served by conventional gravity sewers or common pumping stations and force mains. Additionally, where it is possible to install gravity-type sewers, or where it is feasible to utilize sewage pumping stations and force mains, the use of low pressure sewers will not be permitted.

The **motion** by Mike Reed, seconded by Brian Kane was approved unanimously to deny the request to connect to an existing low pressure sewer line located in Burkholder Drive.

The developer shall install a new gravity sanitary sewer main along Cocalico Creek Road, from the Authority’s Cocalico Creek Road pumping station to the limits of the property road frontage along Cocalico Creek Road, and connect the sanitary sewer lateral to the new gravity sanitary sewer main.

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, 2020.

The **motion** by Brian Kane, seconded by Mike Reed was approved unanimously to accept the **Financial Statements for fiscal year ending May 31, 2020** as presented by CPA Brian Marchuck of Brown Schultz Sheridan & Fritz (BSSF).

4. **PUBLIC COMMENT**

John Yoder, 11 Eagle Drive, informed the Authority that there are three Blue Spruce trees at the Eagle Drive pumping station that are dying. He asked if they could be removed and replaced

with Arborvitae to match the other screening that is in place. The Authority will get pricing for replacement trees and have them planted.

5. **ENGINEER'S REPORT**

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

DS Services Flow Equalization – the flow equalization facilities' start up was completed on July 24, 2020.

Creek Hill – The Sewer Authority is still waiting for the Maintenance Guarantee in the amount of \$54,873.23 from the developer. Until the Maintenance Guarantee is received, neither the escrow nor the financial security for this project will be released.

Forney Estate – several issues were discovered during the televised inspection of the sewer system. The developer will make the necessary repairs to the system. Work will commence in mid-October, 2020.

LASA – A representative from LASA contacted BEL to visit the pumping stations to begin documenting information and identifying possible immediate needs for each facility. BEL will coordinate with LASA personnel for the site visits.

Martin Appliance – BEL reviewed the capacity request for this project and recommends granting capacity for 6 EDU's sewer capacity.

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to grant 6 EDU's, or 1,380 gpd of sanitary sewer capacity for the Martin Appliance project.

WWTF Diffuser Rack

The **motion** by Brian Kane, seconded by Dave Noyes was approved unanimously to authorize replacement of the air columns at two of the diffuser racks at the Waste Water Treatment Facility in the amount of \$14,673.53.

Church Street Pumping Station Hoist

BEL authorized Cawley to proceed with repairs to the hoist on Aug 20, 2020.

Cawley Spreadsheet of Maintenance Items

BEL requested that Cawley prepare and submit a spreadsheet containing current and future maintenance items at each of the pumping stations and the WWTF.

6. **CORRESPONDENCE**

- **MOR** – the June 2020 and July 2020 reports were reviewed by the Authority.
- **Treasurer's Report** – the June 30, 2020 Treasurer's Report was reviewed by the Authority.

7. **BILLS**

The **motion** by Brian Kane, seconded by Don Eckel was approved unanimously to pay **current month's total monthly operating expenses** of \$61,648.63.

The **motion** by Brian Kane, seconded by Mike Reed was approved unanimously to pay **previous month's total monthly operating expenses** of \$38,264.11.

The **motion** by Dave Noyes, seconded by Mike Reed was approved unanimously to pay **current month's escrow expenses** of \$3,304.25 for the Martin Appliance Warehouse, Forney Estates, Brownstown Elementary School, Bobby Rahal, Creek Hill and Marlee projects.

The **motion** by Brian Kane, seconded by Dave Noyes was approved unanimously to pay **previous month's escrow expenses** of \$2,695.84 for the Martin Appliance Warehouse, Forney Estates, Brownstown Commons, Brownstown Elementary School, Bobby Rahal, Scott Monger and Marlee projects.

8. **PAYMENT REQUISITIONS**

The **motion** by Brian Kane, seconded by Mike Reed was approved unanimously to authorize payment **Requisition No. 223** for \$61,648.63 to pay **current month's operating expenses**. The Authority and engineer signed the document.

The **motion** by Brian Kane, seconded by Dave Noyes was approved unanimously to authorize payment **Requisition No. 222** for \$38,264.11 to pay **previous month's operating expenses**. The Authority and engineer signed the document.

9. **OTHER BUSINESS**

The administrator reported that the following **liens were filed**: the Bricker property at 1 South Conestoga View Drive for unpaid tapping fee of \$1,600 and for unpaid user fees of \$356.85; and the Miller property at 324 South Seventh Street for unpaid tapping fee of \$3,900 and for unpaid user fees of \$117.

Capacity reservation fees paid: Scott Monger Project – March 14, 2020 through March 13, 2021; Brownstown Commons – May 25, 2020 through May 24, 2021; Forney (formerly Cloverbrook) – June 21, 2020 through June 20, 2021.

10. **ADJOURNMENT**

The **motion** by Mike Reed, seconded by Brian Kane was approved unanimously to adjourn the meeting at 7:55 PM

WEST EARL SEWER AUTHORITY August 2020 Engineer's Report

1. DS Waters Flow Equalization: Construction of the flow equalization facilities is complete with the exception of the control valve, which is scheduled for installation on August 17, 2020. So far, the system is functioning as designed and the control valve will limit the daily flow to 61,250 gpd and instantaneous pumping rate to 200 gpm.
2. LGH Sewer Connection (**No Change from July 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 July Report**): LCCTC had previously contacted BEL questioning whether the Authority had any plans to extend public sanitary sewer service into the area of the LCCTC facility. A consultant for LCCTC recently contacted the Authority with questions regarding the Authority's sanitary sewer facilities.
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 2nd quarter sampling results and issued a review letter dated July 31, 2020.
 - b. Zimco/American LaFrance: The NRW Permit will expire on December 31, 2024. BEL received the 2020 2nd quarter sampling results and issued a review letter dated July 31, 2020. Zimco continues to exceed their allocated capacity of 1,600 gpd.
 - 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 July Report**): Cleveland Brothers submitted a Non Residential Waste application and BEL issued review comments on September 11, 2019. BEL provided the review comments to a consultant representing Cleveland Brothers on June 30, 2020.
5. Creek Hill (**No Change from July 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.
6. Tapping Fee (**No Change from July Report**): The Authority modified the sanitary sewer tapping fee to \$3,900.00 effective June 1, 2019.
7. Fairmount Homes WWTF (**No Change from July 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 will be provided to the Farmersville Area. BEL responded on February 24, 2017 updating the Fairmount Homes consultant of the LGH project status.
8. Conestoga View Sewer Service (**No Change from July Report**): BEL has been providing observation services for the private property lateral installations and 4 connections remain outstanding.
9. Bobby Rahal Automotive Group: Sanitary sewer construction is complete and some testing remains outstanding. The developer's contractor dropped a plastic pipe fitting in the discharge manhole flow channel and the fitting was swept downstream into the Authority's system. The fitting was located in the Church Street Pumping Station wet well trash basket.
10. Sewer Lateral Inspections: BEL has been performing sanitary sewer lateral inspections as necessary.
11. 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.

12. PA One Calls: BEL responded to 123 PA One Calls since July 6, 2020.
13. West Earl Township Building Water Service **(No Change from July 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.
14. Marlee Properties, LLC: Sanitary sewer construction is complete. Testing of the sanitary sewer facilities and submission of record drawings remain outstanding.
15. Scott Monger Subdivision **(No Change from July Report)**: 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.
16. 152 Brian Drive Sewer Lateral Installation **(No Change from July 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.
17. 152 Stone Quarry Road Sanitary Sewer Service **(No Change from July 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.
18. Darl & Denise Yoder **(No Change from July 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.
19. 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 and BEL issued a review letter dated June 15, 2020. The Authority authorized a reduction to the sanitary sewer financial security from \$10,550.00 to \$8,100.00 at the July 2020 Authority meeting.
20. Transition to Community **(No Change from July Report)**: Sanitary sewer facility construction and testing for one group home and the director's home is complete. The developer needs to provide Record Drawings to the Authority.
21. Brownstown Elementary School: The contractor completed construction of the grease interceptor facilities on July 27, 2020.
22. Forney Estate (formerly Cloverbrook): The new developer provided the sanitary sewer financial security for \$136,302.00 and posted the required escrow. Ditchcreek Utility Services flushed and televised the sanitary sewer facilities and provided the DVD's to BEL for review. BEL issued a review letter dated August 11, 2020 outlining several issues that need to be addressed by the developer prior to the Authority's consideration of dedication.
23. LASA Agreement **(No Change from July Report)**: One of the LASA appraisers contacted BEL to request additional information regarding the Authority's sanitary sewer facilities. BEL provided the requested information on June 30, 2020.

24. Martin Appliance Warehouse: BEL received revised sanitary sewer design plans and issued a review letter on August 5, 2020. **BEL recommends that the Authority grant 6 EDU's, or 1,380 gpd of sanitary sewer capacity for this project.**

The developer submitted a request to the Authority dated August 7, 2020 requesting relief from the Authority's requirements of installation of a gravity sanitary sewer extension.

25. Church Street Manhole Repair: Zimmerman Excavating completed repair of the manhole on July 27, 2020.
26. Manhole Paving Risers: The Township requested BEL to order manhole paving risers for the Township's Industrial Drive paving project. Due to the lead-time necessary to procure the risers, the Township Road Master borrowed risers from another municipality and will generate a listing of risers necessary to restock the risers utilized.
27. Eagle Drive Pumping Station: Cawley installed the new pump purchased by the Authority. Cawley removed the damaged pump and will repair it when the parts arrive. BEL requested a schedule from Cawley.
28. WWTF Sludge Pump: Cawley will install the new SBR Basin 1 sludge pump recently purchased by the Authority and will remove the damaged pump for evaluation. BEL requested a schedule from Cawley.
29. WWTF Diffuser Rack: Cawley will provide a cost for repair of the aged diffuser racks. BEL requested a schedule from Cawley.
30. WWTF Portable Hoist Rugged Wheeled Storage Case: The Authority authorized Cawley to purchase the storage case for approximately \$100. Cawley is confirming the dimensions of the case. BEL requested a schedule from Cawley.
31. Newport Road Pumping Station Door Replacement: The door locksets were replaced and it appears that the doors have been previously damaged. The cost to replace the doors is approximately \$1,550.00.
32. WWTF Floating Aerator: Cawley replaced the floating aerator tethering cable on June 15, 2020.
33. Church Street Pumping Station Hoist: Cawley is evaluating the repairs necessary for repair of the hoist. BEL requested a schedule from Cawley.

WEST EARL SEWER AUTHORITY

September 2020 Engineer's Report

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and issued a review letter dated July 31, 2020. Zimco continues to exceed their allocated capacity of 1,600 gpd.

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14. Marlee Properties, LLC: Sanitary sewer construction is complete. Testing of the sanitary sewer facilities is complete. The developer needs to provide the grinder pumping station start up report and submit the sanitary sewer record drawings.

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23. LASA Agreement (No Change from August Report): One of the LASA appraisers contacted BEL to request additional information regarding the Authority's sanitary sewer facilities. BEL provided the requested information on June 30, 2020.
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The developer submitted a request to the Authority dated August 7, 2020 requesting relief from the Authority's requirements of installation of a gravity sanitary sewer extension.

25. Manhole Paving Risers (No Change from August Report): The Township requested BEL to order manhole paving risers for the Township's Industrial Drive paving project. Due to the lead-time necessary to procure the risers, the Township Road Master borrowed risers from another municipality and will generate a listing of risers necessary to restock the risers utilized.
26. Eagle View Pumping Station: Cawley installed the new pump purchased by the Authority. Cawley removed the damaged pump and will repair it when the parts arrive. BEL requested a schedule from Cawley.

Cawley also note that the exhaust fan and motor have not been functioning "for some time now." Cawley received a quote of \$815.50 to replace the exhaust fan and motor. BEL will authorize Cawley to proceed with the repairs.
27. WWTF Sludge Pump: Cawley will install the new SBR Basin 1 sludge pump recently purchased by the Authority and will remove the damaged pump for evaluation. BEL requested a schedule from Cawley.
28. WWTF Diffuser Rack: Cawley received a quote of \$14,673.53 to replace the air columns at two of the diffuser racks. The Authority will need to authorize this work.
29. WWTF Portable Hoist Rugged Wheeled Storage Case: The Authority authorized Cawley to purchase the storage case for approximately \$100. Cawley is confirming the dimensions of the case. BEL requested a schedule from Cawley.
30. Newport Road Pumping Station Door Replacement: The door locksets were replaced and it appears that the doors have been previously damaged. The cost to replace the doors is approximately \$1,550.00.
31. Church Street Pumping Station Hoist: Cawley received a quote of \$2,707.61 for purchase of a new winch assembly/cable/hook and for confined space entry to inspect the trash basket rail system and clean the trash basket. BEL authorized Cawley to proceed with the repairs on August 20, 2020.
32. Cawley Maintenance Items: BEL has requested that Cawley prepare and submit a spreadsheet to the Authority outlining all current and future maintenance items at each of the pumping stations and the WWTF.