

**MEETING MINUTES – July 9, 2014
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 103 at the West Earl Township Municipal Building, 157 West Metzler Road, Brownstown, Pennsylvania on Wednesday, July 9, 2014. Chairman Jim Houser called the meeting to order at 7:00 PM.

Authority members present: Jim Houser, Mike Reed, Don Eckel, Rick Weik and Dave Noyes. Also present: Dan Becker, Becker Engineering.

1. **MINUTES**

The *motion* by Dave Noyes, seconded by Mike Reed was approved unanimously to accept the minutes of the June 11, 2014 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT/GUESTS**

None

3. **323 S. STATE STREET SEWER SERVICE DISCONNECTION REQUEST**

The new property owner of 323 S. State Street has requested that the sanitary sewer user fee billing be suspended until the property zoning and planning issues are addressed. The Authority Board discussed the request at length and wants to be certain that this request is being handled consistent with past policies and procedures. The Board tabled action on this request and instructed staff to review previous requests.

4. **ENGINEER'S REPORT**

See attachment

Township East Main Street Storm Sewer Project – BEL reported that the Township's design consultant has submitted plans for review. Authority staff will coordinate video inspection of the existing gravity sewer lines in the project area to determine the location of existing sanitary sewer laterals. Authority staff will also field measure the depths of the existing lateral cleanouts at the curb line to determine approximate depth of the sanitary sewer laterals. Authority staff will provide that information to BEL so the plan review can be completed and any necessary sanitary sewer lateral adjustments/relocations can be incorporated in the Township's bidding documents.

5. **BILLS**

The *motion* by Rick Weik, seconded by Don Eckel was approved unanimously to pay total monthly operating expenses of \$45,076.73.

The *motion* by Mike Reed, seconded by Rick Weik was approved unanimously to pay \$3,205.00 to Crits Roofing for replacement of the WWTF Control Building roofing

6. **PAYMENT REQUISITIONS**

The *motion* by Mike Reed, seconded by Rick Weik was approved unanimously to authorize payment of requisition No. 149 for \$45,076.73 to pay operating expenses.

The *motion* by Dave Noyes, seconded by Jim Houser was approved unanimously to authorize payment of construction requisition No. 130 for \$3,205.00 to pay for the WWTF Control Building roofing replacement.

7. **OTHER BUSINESS**

The Monthly Operator's Report was reviewed and discussed by the Authority.

Jim presented the PLGIT Easy Online Network form which needs to be modified to allow the current Township Manager access to the PLGIT account. The *motion* by Mike Reed, seconded by Rick Weik was approved unanimously to remove Pat Barrett as the PLGIT Easy Online Network user. The *motion* by Dave Noyes, seconded by Rick Weik was approved unanimously to add Candie Johnson as the PLGIT Easy Online Network user.

8. **ADJOURNMENT**

The *motion* by Don Eckel, seconded by Dave Noyes was approved unanimously to adjourn the meeting at approximately 7:30 PM.

1. **DS Waters (No Change from June Report):** BEL received a phone call from George Sheare with DS Waters on January 4, 2013. Mr. Sheare indicated that the production at DS Waters has increased recently, and they have been experiencing higher operational costs as well as operational issues associated with their wastewater treatment system which treats their bottle washing wastewater prior to discharge to the Cocalico Creek. I explained to Mr. Sheare that if DS Waters is looking to increase their discharge to the Authority's system, a written request should be made to the Authority requesting additional capacity. The Authority would then evaluate the receiving sewer system capacity, and respond to DS Waters outlining whether excess capacity exists within the Authority system or whether any Authority system upgrades would be required to convey the additional flows. I also explained to Mr. Sheare that DS Waters would be required to pay the additional tapping fees associated with the additional capacity and also pay the increased sewer user fees. Mr. Sheare appreciated the information and will get back in touch with the Authority or BEL if they would like to pursue this issue any further.
2. **LGH Sewer Connection (No Change from June Report):** The Authority approved the sewer capacity agreement at the August 2011 Authority meeting. BEL also attended a meeting with LGH representatives on January 24, 2013 to review the status of the project. LGH has indicated that they are anticipating moving the project forward in the near future. Jim will be meeting with LGH representatives and a directional drilling contractor on May 7, 2013 to review the off-site sanitary sewer routing.
3. **Lancaster County Career & Technology Center (No Change from June 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. DS Waters previously provided the quarterly sampling results and BEL issued a review letter to the Authority dated April 17, 2014.
 - b. **Zimco/American LaFrance:** The Authority authorized issuance of the NRW permit renewal at the April 2012 Authority. The NRW Permit will expire on December 31, 2014. Zimco provided quarterly sampling results and BEL issued a review letter to the Authority dated May 2, 2014. BEL also issued a letter to Zimco dated June 4, 2014 reminding them that the NRW Permit renewal application is due to the Authority by June 30, 2014.
 - 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. At the request of the Authority, BEL issued a NRW Permit Questionnaire to Oatman Properties who recently purchased the property located at 1805 Newport Road. BEL has not received a response.
5. **WWTF Steel Tanks (No Change from June Report):** BEL attended the annual inspection of the tank coating with MAB on March 14, 2014. The MAB representative stated that the tanks are in very good condition and that some minor rust spots should be "touch up" painted to prolong the life of the tank coating.
6. **WWTF Nutrient Credits (No Change from June Report):** It appears that the Authority will have excess Total Nitrogen and/or Total Phosphorus credits available to sell since the actual WWTF discharge loadings are less than the NPDES permitted loadings. However, in order for the Authority to have the ability to sell those nutrient credits, the credits need to be certified by PADEP. BEL has certified nutrient credits for other municipalities and estimates approximately 8 – 12 hours of work to certify the credits, communicate/correspond with PADEP and the Authority. After the credits are

certified by PADEP, the Authority needs to verify available credits in October/November of each year to verify that the Authority does not sell more credits than they have available.

7. PADEP Sewage Facilities Planning (**No Change from June 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 is in the process of drafting the planning information and will forward that information to the Authority for review prior to submission to PADEP.

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 will prepare the necessary paperwork for submittal to PADEP after the Oregon Pike Sewer Extension project has been completed.

8. West Earl Township East Main Street Storm Sewer Project: BEL recently received design drawings for Phase 2 of the storm sewer facility installation along East Main Street. BEL recommends that the Township consultant coordinate design efforts with the Authority with respect to existing sanitary sewer facilities. BEL will coordinate lateral locations/elevations with Authority staff.
9. Patti Martin Sewer Extension (**No Change from June Report**): BEL received a preliminary sketch plan for a 10 lot subdivision along Millway Road from Fry Surveying. Roger Fry had requested that we discuss sanitary sewer alternatives with the Authority to determine whether the project can be served with public sewers. BEL reviewed a GIS map with the Authority at the December 2012 Authority meeting and the Authority was in agreement that the site could be served with public service, provided that any sewer extensions are coordinated with the future Conestoga View Service Area public sewer project. Roger Fry had contacted the Township Engineer regarding the Authority's requirements for connection to the sewer extension and also questioned the required easement width that is required by the Authority.
10. 9th Street Sewer Extension (**No Change from June Report**): BEL was contacted by representatives of the 513 South 9th Street property inquiring when public sewer may be available to the site. BEL informed the representatives that the Authority has no immediate plans to provide public sanitary sewer facilities in this area. However, if the Township requests that the Authority provide public facilities, then a project may be undertaken by the Authority. If the property owner desires public service or is required to connect to public facilities, then that would need to be done so at the property owner's expense at this time.
11. Old Akron Road Sewer Extension (Landis Property) (**No Change from June Report**): The Authority requested that BEL evaluate sanitary sewer extension alternatives to provide public sanitary sewer service to an area along Oregon Pike and Old Akron Road. BEL reviewed a GIS map and preliminary project costs with the Authority at the April 2013 Authority meeting.
12. Creek Hill (**No Change from June Report**): BEL attended a preconstruction meeting for the project on October 2, 2013. At this time, the developer still has not addressed the remaining administrative items that need to be completed prior to commencement of construction. BEL provided a summary of the remaining outstanding sanitary sewer issues to the Township to provide to a prospective new developer on May 20, 2014.
13. Tapping Fee (**No Change from June Report**): The Authority updated their tapping fee to \$2,234.19 at the May 2014 Authority meeting. The new tapping fee became effective June 1, 2014.

14. Stone Barn Place **(No Change from June Report)**: The Authority granted sanitary sewer capacity for 8 EDU's or 2,120 gpd at the Authority 2013 Authority meeting and the developer has paid the Capacity Reservation/Commitment Fee in accordance with the Authority's requirements. BEL issued a sanitary sewer plan review letter dated September 30, 2013.
15. Fairmount Homes WWTF **(No Change from June Report)**: BEL received a telephone call from Fairmount Homes regarding the status of public sanitary sewer service for the LGH property. Apparently, Fairmount Homes needs to decide whether they will expand and/or upgrade their WWTF in the very near future and is concerned that they will be required to connect to public sanitary sewer facilities if and when public facilities become available in the Farmersville area. Fairmount Homes is not opposed to connecting to public sewer facilities, however, does not want to spend hundreds of thousands of dollars to upgrade/expand their WWTF and then have to connect to public facilities immediately thereafter. There is no action required by the Authority at this time and BEL will provide more information to the Authority at the May Authority meeting.
16. 2010 Bond Refinancing: BEL provided the Consulting Engineer's Certificate to bond counsel on June 24, 2014.
17. Ness Property **(No Change from June Report)**: BEL had discussed sanitary sewer capacity issues with High Associates regarding a site located behind the Newport Road Pumping Station.