

WEST EARL WATER AUTHORITY  
MEETING MINUTES  
January 3, 2017

**ATTENDANCE**

Jeff Zimmerman, Bob Youndt, Shawn Erb, Billy Ditzler, Matt Long (ENB) and Dale Kopp (ARRO)

**CALL TO ORDER**

Jeff Zimmerman called the meeting of the West Earl Water Authority to order at 7:00 pm.

**AUTHORITY REORGANIZATION**

Motion was made by Shawn Erb to reorganize as follows, seconded by Billy Ditzler.

All in favor, motion carried as follows:

- Chairman - Phil Machonis
- Vice Chairman – Billy Ditzler
- Treasurer – Shawn Erb
- Secretary – Bob Youndt

**REAPPOINTMENTS**

Motion was made by Shawn Erb to retain the same Engineer and Solicitor as the previous year, seconded by Billy Ditzler.

All in favor, motion carried as follows:

- Engineer – ARRO Consulting
- Solicitor – Morgan, Hallgren, Crosswell & Kane

**PUBLIC COMMENT/GUESTS:**

Matt Long with ENB presented the benefits of an FDIC insured Sweep Account which based current rates and the Authority's current account balance could provide an annual estimated benefit of approximately \$2,000.

Motion was made by Billy Ditzler to accept the proposal as presented, seconded by Bob Youndt.

All in favor, motion carried (with Shawn Erb abstaining from voting).

**APPROVAL OF MINUTES**

Motion was made by Bob Youndt, seconded by Billy Ditzler to approve the regular December 5<sup>th</sup> meeting minutes.

All in favor, motion carried.

**NEW BUSINESS:**

**Technical Support for new Tablets**

- Motion was made by Shawn Erb to pay Mike Olinger \$50.00 for his technical assistance with setting up the Authority's tablets, seconded by Billy Ditzler. All in favor, motion carried.

**ARRO and MHCK Rates for 2017**

- ARRO and MHCK rates were reviewed with no comment.

**Audit Report**

- The 2016 audit as prepared by Brown Schultz, Sheridan, & Fritz was reviewed. Motion was made by Shawn Erb to accept the financial statements for years ending August 31, 2016 and 2015, seconded by Bob Youndt. All in favor, motion carried.

**Fire Service Accounts and Agreement**

- The Authority requested that the Township Manager provide copies of the existing Fire Service Agreement that was instrumental in the construction of the Hilltop Drive Elevated Tank and an accounting of the fees collected from the properties with automated sprinkler systems. The Authority would like to review the Agreement at their February meeting.

## **ENGINEER'S REPORT**

### **DS Waters – Additional Capacity**

- The draft invoice for DS Water purchase of an additional 60 EDUS (\$ 152,188.80) was reviewed and approved. Motion was made by Shawn Erb instructing the Township Manager to mail the invoice to DS Waters, seconded by Billy Ditzler. All in favor. Motion carried.

### **Martin Appliance (4216 Oregon Pike)**

- The Township received plans depicting a proposed expansion of 4,200 SF (3,000 SF Warehouse and 1,200 SF Retail). The property is currently served by public water with a purchased capacity of 1 EDU. The water consumption records were reviewed from the period November 2015 through November 2016 and it was found that the average 13 month water consumption at this property was 323 gallons per day (gpd), which is 123 gpd over the current purchased capacity. Recommend the property be assessed one additional EDU.
- Motion was made by Shawn Erb to assess the property 1 (one) additional EDU of water capacity, based on the review of the past water consumption, seconded by Bob Youndt. All in favor. Motion carried. Township Manager to forward invoice for the additional water capacity.

## **TREASURE'S REPORT**

### **Payment of Bills**

- Motion was made by Billy Ditzler, seconded by Bob Youndt to pay the following bills. All in favor, motion carried.
  - ARRO Consulting, Inc. (\$336.20) – Regular Account
  - ARRO Consulting, Inc. (\$322.35) – LGH Escrow Account
  - Brown Schultz Sheridan & Fritz (\$2,550.00) – Audit
  - MHC&K (\$140.00) – Regular Account
  - MHC&K (\$1,137.50) – LGH Escrow Account
  - MHC&K (\$17.50) – Hoover Heights Escrow Account
  - PA Municipal Authorities Assoc. (\$200.00) – Regular Account
  - Lancaster County Weeklies (\$363.62) – Regular Account
  - Custom Computer (\$55.00) – Regular Account
  - Mike Olinger (\$50.00) – Regular Account (Technical Support on Tablets)

### **Member Business**

- Jeff Zimmerman reported that he had one meeting in December 2016 with the Township Manager regarding the new tablets for the Authority members.

## **ADJOURNMENT**

On Motion by Bob Youndt, seconded Billy Ditzler, the meeting was adjourned at 9:20 pm. All in favor, motion carried.

Submitted  
Dale H. Kopp