

**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 13, 2017. Chairman Mike Reed called the meeting to order at 7:02 PM.

Authority members present: Rick Weik, Brian Kane, Dave Noyes, Mike Reed and Don Eckel. Also present: Dan Becker, Becker Engineering. Teresa Beaver, administrator.

1. **MINUTES**

The *motion* by Don Eckel, seconded by Rick Weik was approved unanimously to accept the minutes of the August 9, 2017 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

- **Calvin Good, 326 & 328 South 7th Street**, asked the Authority to consider not requiring the business at 326 South 7th Street, Good's Door Sales, to make connection to public sewer, citing the lack of lavatory facilities at the establishment. Mr. Good stated that there had been an outside spigot for washing vehicles at this location, but it is no longer functioning. The engineer recommended deferring to the solicitor for her opinion regarding the obligation to make the connection, and the potential building code issues. The Authority concurred with the recommendation and will wait for the solicitor's opinion.

3. **Jeff Steely, 492 and 494 South 9th Street**, asked the Authority how many of the buildings on his properties would be obliged to connect to the public sewer line. There is a holding tank in place for one of the establishments on the property. The Authority will defer to the solicitor for her opinion and interpretation of the Township's Mandatory Connection Ordinance.

4. CPAs Jim Koontz and Brian Marchuck of Brown Schultz Sheridan & Fritz (BSSF) presented the **audited financial statements** to the Authority for fiscal year ending May 31, 2017.

5. **ENGINEER'S REPORT**

See attachment

Creek Hill Subdivision – BEL reported that there are a few outstanding issues that the developer is currently addressing that need to be completed before the Authority will accept dedication.

Stone Barn Place– In August, 2017, the project was dropped due to nonpayment of capacity reservation fees. The developer's consultant submitted a request for 8 EDU's capacity, or 2,120 gpd for the proposed development. The *motion* by Don Eckel, seconded by Mike Reed was approved unanimously to **grant 8 EDU's capacity for the proposed Stone Barn Place development.**

An invoice for \$3,360.00 will be sent to the developer for the capacity reservation fee.

Conestoga View Sewers – the notice to proceed was issued to the contractor and the pre-construction meeting with C&R Directional Boring, LLC (the contractor) was held on September 12, 2017. Some materials needed for the project are produced in an area that was affected by recent hurricanes, therefore C&R is unable to provide a detailed schedule at this time. BEL is continuing to review shop drawings that were submitted by the contractor.

The Authority discussed sending a letter to the residents updating the progress of the project, but decided to wait until we receive a schedule from the contractor.

The Authority received notification from Nathan and Jodi Martin, who own the property at **422 Millway Road**. Mr. & Mrs. Martin requested connection to the public sewer line at this location. The *motion* by Mike Reed, seconded by Brian Kane was approved unanimously to **allow installation of a grinder tank and pump** at this undeveloped lot.

Patti (Martin) Brubaker, owner of **390 Millway Road**, notified the Authority that she is **declining connection to the sewer** because her residence is beyond 150 feet from the sewer line.

BEL will continue to provide observation reports to the Authority.

Route 272 and Church Street Sanitary Sewer Manholes – There are three manholes that are in poor condition and should be considered for repair. BEL opined that in-place composite lining repair is a viable alternative. The authority discussed the repair and has decided to proceed. BEL distributed copies of the bidding and construction schedule.

West Earl Township Municipal Building Sewer/Water Service – By unanimous consensus, the Authority agreed to continue to **pursue the extension to include sewer service to the Township building**. BEL distributed a preliminary map and construction cost opinion for the Authority's facilities and also for the township facilities for the sewer portion of the proposed line, using the figures for the Conestoga View sewer extension project. The engineer requested C&R Directional Boring to provide costs to extend the water line.

Eagle Drive pumping station - the **sidewalk in front of the resident's home at 11 Eagle Drive** has been broken up by fuel trucks and waste hauler trucks gaining access to the Eagle Drive pumping station. The engineer, authority representatives and township representatives visited the site to determine how the entryway can be altered so the sidewalk will not be damaged. Chairman Mike Reed suggested putting in a concrete apron which would be considerably more durable than extending asphalt at the entryway. BEL will get pricing for the next meeting. BEL also recommended getting an easement from the homeowner to make the repairs.

6. **CORRESPONDENCE**

The Authority reviewed the following correspondences:

- Letters from MHCK to BEL and to Calvin & Roxanne Good regarding EDU evaluation
- Property owner declining connection, 390 Millway Road
- Property owner requesting connection, 422 Millway Road
- BEL dedication review letter, Creek Hill Development
- Stone Barn Place capacity request
- Treasurer's report

7. **HOOVER HEIGHTS ESCROW**

The *motion* by Mike Reed, seconded by Brian Kane was approved unanimously to **return the remaining escrow funds to the developer** for the proposed Hoover Heights development if the plan is denied by the Township in October.

8. **BILLS**

The **motion** by Rick Weik, seconded by Dave Noyes was approved unanimously to pay total monthly operating expenses of \$61,030.12.

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to pay escrow expenses of \$2,182.27 for the Creek Hill Project.

9. **PAYMENT REQUISITIONS**

The **motion** by Brian Kane, seconded by Mike Reed was approved unanimously to authorize payment **Requisition No. 187** for \$61,030.12 to pay operating expenses. The Authority and engineer signed the document.

The **motion** by Rick Weik, seconded by Brian Kane was approved unanimously to authorize payment **Requisition No. 30** for \$15,926.05 to pay expenses from the Bond Redemption and Improvement Fund for Engineering expenses associated with the Conestoga View Sewer Extension project. The Authority and engineer signed the document.

10. **OTHER BUSINESS**

On August 10, 2017, representatives from Cawley Environmental Services (CES) and BEL met with Michelle Bachman, Chairman Mike Reed and Teresa Beever to discuss how to make Michelle's **transition as the new plant operator** successful. Michelle received information regarding contacts, procedures and reporting.

Billy Shumate, owner of the property at **241 East Main Street**, contacted the Township for a building permit to construct a new home at this location. The Water Authority granted 1 EDU capacity for this new construction at their September 5, 2017 meeting. The homeowner requested sewer capacity, also. The **motion** by Don Eckel, seconded by Brian Kane was approved unanimously to grant 1 EDU capacity for the new residential construction at 241 East Main Street.

11. **ADJOURNMENT**

The **motion** by Mike Reed, seconded by Don Eckel was approved unanimously to adjourn the meeting at 8:43 PM.

WEST EARL SEWER AUTHORITY September 2017 Engineer's Report

1. DS Waters: As previously discussed with the Authority, DS Waters flows continue to exceed their maximum allowable daily flow of 61,250 gpd as well as their instantaneous maximum flow of 200 gpm. BEL and the Authority met with DS Waters on July 27, 2016. DS Waters provided a letter to the Authority dated October 11, 2016 indicating that their flow reduction strategies should be in place by early December 2016. DS emailed an update on December 22, 2016 to BEL indicating that all of the improvements have been completed but they are still in process of modifying their softening process to maximize the flow between backwashes. DS Waters feels that they should be able to double the flow through the softeners while continuing to maintain the same number of

backwash cycles which would result in lower wastewater flows. BEL issued a letter to DS Waters on May 15, 2017 requesting an update on the results of their internal project and DS Waters provided an email response on July 11, 2017 indicating they are still fine tuning their processes to reduce the amount of wastewater being discharged to the Authority's sanitary sewer system.

2. **LGH Sewer Connection (No Change from August Report):** ETSA issued a letter to WESA dated January 5, 2015 indicating that ETSA is willing to continue discussions with WESA to provide sanitary sewer service to LGH. ETSA forwarded the final capacity evaluation study to WESA on February 7, 2017.
3. **Lancaster County Career & Technology Center (No Change from August 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 (No Change from August Report):**
 - a. DS Waters: The NRW Permit will expire on August 31, 2019. BEL received the 2nd quarter sampling results and issued a review letter dated August 3, 2017.
 - b. Zimco/American LaFrance: The NRW Permit will expire on December 31, 2019. BEL received the 2nd quarter sampling results and issued a review letter dated August 2, 2017.
 - 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. **PADEP Sewage Facilities Planning (No Change from August 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 August 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:** All sanitary sewer construction and testing has been completed. The Authority authorized a reduction to the sanitary sewer financial security reduction from \$281,693.50 to \$36,582.15 at the November 2015 Authority meeting. BEL received sanitary sewer Record Drawings and issued a review letter dated November 14, 2016. The developer's contractor corrected the section of gravity sanitary sewer line which had been installed at a slope less than permitted by PADEP on July 10, 2017 and the 2 affected manholes need to be vacuum tested. BEL completed a site review of the installed facilities in anticipation of the developer requesting to dedicate the sanitary sewer facilities to the Authority and issued a letter dated August 26, 2017 outlining the remaining outstanding issues.

8. Tapping Fee **(No Change from August Report)**: The Authority approved the tapping fee of \$2,800.00 effective June 1, 2016.
9. Stone Barn Place **(No Change from August Report)**: The Authority granted 8 EDU's of sanitary sewer capacity (2,120 gpd) at the July 2015 Authority meeting. The developer's consultant needs to address one minor sanitary sewer design issue and provide a sanitary sewer construction cost opinion for purpose of establishing the sanitary sewer financial security for the project.
10. Fairmount Homes WWTF **(No Change from August 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.
11. Hess Property **(No Change from August Report)**: BEL received several inquiries from M.L. Saxinger and Associates regarding sewer service and capacity for a proposed project located behind the Newport Road Pumping Station.
12. Conestoga View Sewer Service: At the June 2017 Authority meeting, the Authority authorized award of the construction contract to C&R Directional Boring, LLC, including all alternates, at a cost of \$1,962,193.00 and authorized execution of the construction contracts. The preconstruction conference with the contractor is scheduled for September 12, 2017 at 10:00 am. The contractor has submitted shop drawings and BEL has been reviewing those submittals.

The Authority received a follow up letter from Nathan and Jodi Martin who own a vacant lot along Millway Road dated August 18, 2017 requesting installation of a grinder pumping station and lateral for their property.

At the August 2017 Authority meeting, the Authority rejected Roxanne's Flower Shop request to be considered a single use property, since there are 2 commercial uses and an apartment on the property. The Authority Solicitor issued a letter to the property owner dated August 28, 2017. The property owner submitted a follow up undated letter to the Authority (received September 7, 2017) again requesting to be considered a single use property.

BEL has had discussions with and met with many property owners impacted by this project over the last month and will continue to attempt to assist property owners with placement locations for grinder pumping units and laterals.

During construction of sanitary sewer projects, BEL prepares detailed construction observation logs along with site photos on a daily basis. How does the Authority want to receive this information (weekly, monthly, at the end of the project)? BEL will discuss options at the September Authority meeting.

13. WWTF NPDES Permit Renewal **(No Change from August Report)**: The Authority's WWTF NPDES Permit will expire on January 31, 2016. BEL submitted the renewal application to PADEP on July 9, 2015 and PADEP issued the Draft NPDES Permit. BEL issued written comments to PADEP on July 15, 2016 regarding the Draft NPDES Permit.
14. Sewer Index Mapping **(No Change from August Report)**: The Authority authorized BEL to update the sewer index mapping at the May 2015 Authority meeting. BEL provided a draft map to the Authority staff for review.
15. Hoover Heights **(No Change from August Report)**: BEL received revised sanitary sewer drawings and issued a sanitary sewer review letter dated April 11, 2017.
16. Bobby Rahal Automotive Group **(No Change from August Report)**: The Authority granted 8 EDU's of sanitary sewer capacity at the June 2017 Authority meeting and issued a capacity letter dated June 20, 2017.

17. Manco Property and Cocalico Creek Realty Properties **(No Change from August Report)**: On March 30, 2017, West Earl Township requested that BEL attend a meeting with representatives interested in purchasing these properties for 2 separate business relocations with respect to sanitary sewer service. These properties are located behind the proposed Bobby Rahal Automotive Group project site and adjacent to the Authority's Cocalico Creek Road Pumping Station. BEL provided the representatives with information regarding sanitary sewer capacity availability, method of sanitary sewer service, etc. BEL will provide more information to the Authority at the April Authority meeting.
18. Sewer Lateral Inspections: BEL has been performing sanitary sewer lateral inspections as necessary.
19. System Maintenance **(No Change from August 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.
20. PA One Calls: BEL responded to 23 PA One Calls since the July 2017 Authority meeting and provided documentation to the Authority for each One Call.
21. Route 272 and Church Street Sanitary Sewer Manholes: The Authority authorized BEL to proceed with preparing bidding documents for the 3 manholes downstream from the Newport Avenue/Cocalico Creek Road Pumping Station Force Main discharge manhole at the August 2017 Authority meeting. BEL is in process of preparing the bidding documents.
22. West Earl Township Building Sewer/Water Service: The Township contacted BEL about the possibility of having sanitary sewer and water service extended to the Township building. BEL suggested that these extensions could potentially be incorporated in the Authority's Conestoga View Sanitary Sewer Extension project. BEL is in process of evaluating the costs for extension to the Township building and will provide more information to the Authority at the September Authority meeting.
23. Eagle View Pumping Station Driveway: Evidently, there is damage to the sidewalk and grass area at the entrance to the Authority's Eagle View Pumping Station Driveway. BEL will visit the site on Tuesday, September 12th to review the situation.

