

**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, December 13, 2017. Chairman Mike Reed called the meeting to order at 7:00 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 Mike Reed was approved unanimously to accept the minutes of the November 8, 2017 regular meeting of the West Earl Sewer Authority as presented.

2. **PUBLIC COMMENT**

- None

3. **ENGINEER'S REPORT**

See attachment

DS Services – BEL distributed copies of DS Services Quarterly Flow Results for the Authority's review. Board members discussed the continuing exceedances and is concerned with DS Services lack of response to the problem. The Authority suggested proposing a deadline for installation of a flow restriction device at their facility. If they fail to install such a device by the deadline given, the Authority proposes installation of such a device on the pump station. BEL will draft a letter to DS Services for the Authority's review.

LGH – BEL reported that ETSA is still discussing the sewer service at this location. Terms have not been finalized yet. ETSA will keep WESA informed of the progress.

Creek Hill – The developer has requested a full release of the financial security for this project; however, there are still outstanding issues that need to be resolved before the Letter of Credit will be released. The developer was again advised of these issues in an email correspondence on November 22, 2017.

Conestoga View Sewers – the contractor has indicated that pipe delivery should occur in December 2017. BEL sent a letter to the contractor expressing concern for the Sewer Authority's lost revenue caused by the delay in beginning the project. BEL reported that C&R sent a schedule today, December 14, 2017, that indicates they plan to mobilize on Tuesday, January 2, 2018 and begin drilling on Monday, January 8, 2018. The engineer will draft an update letter to the affected property owners for the Authority's review.

PA One Calls – BEL continues to support Township staff as needed with PA One Calls. The engineer advised Township Staff to add information into CS Datum on the sewer system as they make observations in the field.

Route 272 and Church Street Sanitary Sewer Manholes – The bid documents were received and reviewed by BEL, and found to be in order. The notice to proceed was issued to SWERP. BEL was advised that Abel Construction will be on site late next week (Dec 18-22, 2017) to replace the frame and cover for manhole C/1 located at the intersection of West Metzler Road and Church Street.

West Earl Township Municipal Building Sewer/Water Service – the Township issued a letter requesting that the Authority pay all the costs to provide public sewer to the Township building. Rick Weik spoke with Butch Keppley (BOS) who indicated he did not see an urgency to connect the Township building at this time. The Authority discussed the option to prepare for future connections by upsizing the proposed pipe to a 3-inch pipe. The **motion** by Mike Reed, seconded by Brian Kane was approved 4-1 to install a 3-inch sewer line in the roadway and to provide a lateral stub for a future connection of the Township building.

Eagle Drive pumping station – the solicitor prepared an easement agreement for the adjoining property owner. BEL met with the property owner and provided copies of the agreement for review. The homeowner contacted BEL today and said he was not interested in signing the easement agreement.

4. **CORRESPONDENCE**

- **BEL's Proposed 2018 Hourly Rates** – the **motion** by Don Eckel, seconded by Brian Kane was approved unanimously to accept BEL's proposed 2018 rates as presented.
- **Treasurer's report** – the Authority reviewed the October 31, 2017 treasurer's report.
- **Sewer Permit List** – the Authority reviewed the permit list for 2017.

5. **NEW BUSINESS**

3888-3890 Oregon Pike - Alvin King, owner of the property located at this address is converting a double unit home to a single unit home and indicated verbally that he would like to relinquish one of the EDU's currently assigned to this location. Mr. King was informed that he must send a written request to the Authority for their approval. To date, he has not made this request. Mr. King has already disconnected the sewer line from the former residence had has reconnected to the new structure. He was also informed that he will need to identify what modifications he make to the sewer lateral and provide a sketch. Since the connection was not property inspected, he could televisive the lateral, and provide details on his construction methods bedding materials and backfill materials. The lateral should be air tested in accordance with the Authority's requirements.

Pump Hoist Chain – Steve Miller, who is the operator with Cawley Environmental, has notified the Authority that there is a chain hoist at the WWTP that is dedicated to pulling the transfer pumps out of the tank for service/repairs when needed and that chain needs to be replaced due to heavy corrosion. The buyer for Cawley Environmental, Mr. Bruce Doane, contacted the hoist manufacturer who provided a price of \$4,761.60 for the chain alone. Shipping and labor would be additional costs. Mr. Doane then found a supplier who could provide the chain for \$3,082.20, shipping for \$32.00 and installation labor for \$130.00. The **motion** by Brian Kane, seconded by Mike Reed was approved unanimously to approve the purchase and installation of the proposed chain hoist for a total of \$3,244.20, pending confirmation of the chain size of ½ - inch.

6. **BILLS**

The **motion** by Don Eckel, seconded by Mike Reed was approved unanimously to pay total monthly operating expenses of \$39,618.20.

The **motion** by Rick Weik, seconded by Brian Kane was approved unanimously to pay escrow expenses of \$1,210.00 for the LGH project and Bobby Rahal project.

7. **PAYMENT REQUISITIONS**

The *motion* by Mike Reed, seconded by Don Eckel was approved unanimously to authorize payment **Requisition No. 190** for \$39,618.20 to pay operating expenses. The Authority and engineer signed the document.

The *motion* by Dave Noyes, seconded by Brian Kane was approved unanimously to authorize payment **Requisition No. 33** for \$2,866.25 to pay expenses from the Bond Redemption and Improvement Fund for Engineering expenses associated with the Conestoga View Sewer Extension project and the Manhole Rehab project. The Authority and engineer signed the document.

8. **OTHER BUSINESS**

- The mower that was put on Municibid sold for \$1,500.00.

9. **ADJOURNMENT**

The *motion* by Brian Kane, seconded by Mike Reed was approved unanimously to adjourn the meeting at 8:18 PM.

WEST EARL SEWER AUTHORITY December 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. BEL has compiled an historical chart and graph detailing the DS Waters quarterly flows for the Authority's consideration at the December 2017 Authority meeting.
2. LGH Sewer Connection **(No Change from November 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. LGH and ETSA had some communication regarding costs to connect to the ETSA system, but no decisions have been made by ETSA.
3. Lancaster County Career & Technology Center **(No Change from November 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 November Report)**:
 - a. DS Waters: The NRW Permit will expire on August 31, 2019. BEL received the 3rd quarter sampling results and issued a review letter dated November 3, 2017.
 - b. Zimco/American LaFrance: The NRW Permit will expire on December 31, 2019. BEL received the 3rd quarter sampling results and issued a review letter dated November 3, 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 November 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 November 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: BEL received and reviewed a sanitary sewer financial security reduction request dated November 13, 2017 from the developer requesting a 100% reduction to the financial security. BEL issued email correspondence to the developer dated November 22, 2017 outlining the sanitary sewer issues that have been outstanding and indicating that any further financial security reductions can not be considered until the outstanding issues are resolved. The Authority previously authorized a 90% sanitary sewer financial security reduction in November 2015 to bring the remaining security to \$36,582.15.
8. Tapping Fee **(No Change from November Report)**: The Authority approved the tapping fee of \$2,800.00 effective June 1, 2016.
9. Stone Barn Place **(No Change from November Report)**: The Authority granted 8 EDU's of sanitary sewer capacity (2,120 gpd) at the September 2017 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 November 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 November 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 **(No Change from November Report)**: 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 took place on September 12, 2017 at 10:00 am. The contractor has submitted shop drawings and BEL has been reviewing those submittals. BEL has been pushing the contractor to provide a construction schedule and the contractor has indicated that pipe delivery should occur in late December 2017.

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.
13. WWTF NPDES Permit Renewal **(No Change from November 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 November 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: It is our understanding that this project has been denied by the Township.

16. Bobby Rahal Automotive Group: 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. BEL received sanitary sewer design plans on November 6, 2017 and emailed preliminary review comments to the developer's consultant on November 17, 2017.
17. Manco Property and Cocalico Creek Realty Properties **(No Change from November 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 November 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 10 PA One Calls since the October 11, 2017 Authority meeting through November 20, 2017. BEL met with Township staff on November 28, 2017 to review PA One Call requirements with respect to sanitary sewer and Township staff is now responding to Authority PA One Calls. BEL also provided a current Index Map in digital format for the Township to utilize and update as part of Authority PA One Calls.
21. Route 272 and Church Street Sanitary Sewer Manholes: BEL received and reviewed the Contract Documents received from SWERP and issued the Notice to Proceed.
22. West Earl Township Building Sewer/Water Service: The Township issued a letter to the Authority dated November 1, 2017 requesting that the Authority provide sanitary sewer service to the Township building. It is BEL's understanding that the Township is requesting that the Authority pay all costs for this sanitary sewer connection. The Authority is going to discuss this request further with the Township.
23. Eagle View Pumping Station Driveway: BEL met with the adjoining property owner and provided copies of the access easement agreement as prepared by the Authority Solicitor. The property owner was instructed to coordinate signing of the documents and notarization with Teresa if there are no questions. BEL has attempted to contact Mr. Yoder several times over the last few weeks to check on the status of the agreement and have not received any return phone calls. BEL also obtained pricing from construction contractors for the concrete apron work.