

Solicitor Cassidy called the **January 9, 2020 Re- Organization meeting** of the **Earl Township Sewer Authority** to order at 6:30 p.m. Present were Gene Neidermyer, Jim Leonard, Earl Kenep, Floyd Grove and Tony Gay. Also present were Patrick Kidd (Operator), Gary Martin (Engineer), William Cassidy (Solicitor) and Tom Plitt (Township Supervisor).

Solicitor Cassidy asked for nominations for the following officers:

**Chairman:** Earl **nominated Eugene (Gene) Neidermyer**, Floyd seconded and all voted yes.

**Vice- Chairman:** Floyd **nominated James Leonard**, Gene seconded and all voted yes.

**Secretary/Treasurer:** Jim **nominated Earl Kenep**, Floyd seconded and all voted yes.

**Assistant Treasurer:** Gene **nominated Floyd Grove**, Earl seconded and all voted yes.

**Assistant Secretary:** Gene **nominated Tony Gay**, Jim seconded and all voted yes.

**Appointed Secretary/Treasurer:** Floyd **nominated Linda Marburger**, Earl seconded and all voted yes.

**Appointed Assistant Secretary/Treasurer:** Gene **nominated Brenda Becker and Joy Oberholtzer**, Jim seconded and all voted yes.

**Solicitor:** Floyd made a **motion to appoint William Cassidy of Appel & Yost LLP**, Jim seconded and all voted yes.

**Engineer:** Earl made a **motion to appoint Gary Martin of Becker Engineering**, Gene seconded and all voted yes.

**Auditor:** Floyd made a **motion to appoint Maher Duessel**, Jim seconded and all voted yes.

**Depositories:** Gene made a **motion to approve Ephrata National Bank, BB&T Bank, PNC Bank and PLGIT**. Earl seconded and all voted yes.

Floyd made a **motion to approve the 2020 mileage reimbursement rate at Fifty Seven and a Half Cents (\$.575) per mile for personal vehicle usage**. Jim seconded and all voted yes.

Floyd made a **motion to approve the current IRS established rate of Three Dollars (\$3.00) per daily round trip for commuting with a company vehicle which shall be included on the employee's Form W-2 as taxable wages at the end of the calendar year**. Jim seconded the motion and all voted yes.

Solicitor Cassidy then turned the meeting over to Chairman Gene Neidermyer for the regularly scheduled ETSA monthly meeting at 6:45pm.

Jim made a **motion to approve the December 12, 2019 minutes as presented**. Earl seconded the motion and all voted yes.

Gary and Bill reported that SOCO Subdivision, southside of Airport Road, has requested that the Authority invoice the new lot owners for the Reservation of Capacity, upon the sale of the lots and prior to the property connecting to the public sewer. After much discussion, the Authority directed Solicitor Cassidy to discuss this with Mr. Wills and return next month with more information.

Floyd made a **motion to appoint Noah Zimmerman as the Operator-in-Responsible-Charge and to be the contact for DEP**. Earl seconded the motion and all voted yes.

Floyd made a **motion to approve Noah Zimmerman as the Authority representative to sign the monthly Discharge Monitoring Reports (DMR) for submission to DEP**. Jim seconded the motion and all voted yes.

Floyd made a **motion to advertise for a Water and Wastewater Operator in the Penny Saver, Shopping News and Ephrata Review for two (2) weeks**. Tony seconded the motion and all voted yes.

Floyd made a **motion to advertise for a Water and Wastewater Operator in the Lancaster Newspaper for one (1) week at the cost of Two Hundred and Twenty Five Dollars (\$225.00)**. Earl seconded the motion and all voted yes.

**EAST EARL ROAD SEWER LINE CLEANING PROJECT:**

Total expenses paid to date: Sixty Eight Thousand Six Hundred and Nineteen Dollars and Fifty Nine Cents (\$68,619.59). WVA share of East Earl Road Project owed to date is Twenty Nine Thousand Two Hundred Sixty Nine Dollars and Forty Cents (\$29,269.40).

Patrick reported that the East Earl Road cleaning project and repair has been completed. Gary reported that final Change Order and Payment request to close out the project will be presented for the Authority consideration next month.

**MANHOLE REHAB:**

Total expenses paid to date is Six Hundred Ninety One Thousand Four Hundred Sixty Seven Dollars and Sixty Three Cents (\$691,467.63). WVA's share of Manhole Rehab project to date is Two Hundred Ninety Six Thousand Four Hundred Twelve Dollars and Eighty Five Cents (\$296,412.85).

Linda reported that she spoke with Denise at WVA and they will be issuing cost sharing reimbursement checks for the East Earl Road Project and the Manhole Project at their next week's meeting.

**Sewer Operators Report presented by Patrick Kidd:**

1. Plant was within all permit limits for December.
2. Sam Ringler Trucking hauled 88,000 gallons of bio-solids in December.
3. The lateral for the block plant, East Earl Road, was repaired on 12/18/19. The Operators will do follow up inspections and flushing as needed.

Patrick reported that the screen device at the WWTP had malfunctioned, and that moisture had made its way behind the electrical panel. It is up and running currently.

Patrick reported that the Ronk Phase Convertor at the South Kinzer Avenue Pump Station, had stopped working and the Operators were able to fix it. However, if this were to stop again, we don't have the spare parts to fix it again. The Authority directed Patrick to research the cost of spare parts and also to contact PP&L to see what the cost would be to have three (3) phase electric installed to the South Kinzer Avenue Pump Station.

**Engineer's Report presented by Gary Martin:**

1. ***East Earl Road Sewer Cleaning and Lining:*** Project complete. Anticipated final Payment Request and certified payrolls and a final Change Order to reduce the contract to reflect the work completed by ETSA when the lateral was excavated and not by Mr. Rehab from the inside of the sewer. However, despite multiple communications with Mr. Rehab before and after the 01/02/20 cutoff date for providing this documentation, it was not received as of 1500 on 01/08/20 so we hope to close out his project next month. (\$2,709.03 due to Mr. Rehab)
2. **Notice of Termination for Stormwater NPDES Permit:** All the calculations have been completed and certified by the stormwater Engineer and the plans and calculations have been submitted to the Earl Township Engineer for final review and (hopefully) approval so they can be recorded and this can be closed out.
3. **The Landings at Garden Spot Reserve:** Updated Record Plans received on 11/14/19. Follow up review letter issued on 12/04/19. Still waiting for next revision.
4. **Chapter 94s:** Draft summaries for the flows to the Borough to be distributed next month. Similar information for the flows from the ETSA WWTP to be distributed in March.
5. **NPDES Permit Renewal:** Renewal due by 09/01/20. Not to be forgotten.

6. **Tapping Fee Update(s):** Project 1 Tapping Fee update to consider. Jim made a **motion to increase the Tapping Fee for Project 1 to Six Thousand Three Hundred Dollars (\$6,300.00)**. Floyd seconded the motion and all voted yes.

**Monthly Reporting Items**

**Project 1:**

1. **Monthly Flows to New Holland:** Average daily flows for December: 41,100 gpd (compared to November's 39,500 gpd and October's 42,100 gpd).

**Project 2/3:**

1. **MEMHP:** Reported average daily flow for December: 13,200 gpd (compared to November's 16,000 gpd and October's 15,500 gpd). Dry months and lower flows.
2. **GSV:** Average daily flows for December: 53,100 gpd (compared to November's 56,800 gpd and October's 60,000 gpd). Average daily flow below guaranteed 62,869 gpd so \$693.29 Guarantee of Capacity Fee assessed for December.
3. **Monthly STP flows:** Reported average daily flows for December: 330,400 gpd (compared to November's 328,800 gpd and October's 319,700 gpd). Flows from GSV and WVA both down but plant flows were up in December. We will note again that the effects of the I/I flow continues to impact the cost sharing with WVA by putting more of the operating costs on ETSA because of the higher flows.
4. **Flows from WVA:** Average daily recorded flows for December: 129,400 gpd (compared to November's 132,700 gpd and October's 136,900 gpd).
5. **Connection and Permitting Tracking:** One (1) new permit logged in this reporting period for Lot 14 in the Landings. For 2019, a total of 20 EDUs has been purchased for 20 different properties.
6. **The Landings at Garden Spot Reserve:** 31 Permits issued to-date and 25 connections completed to-date.
7. **Hollander Properties:** Construction underway and Operators are monitoring.
8. **Daniel Blank Project:** New submission received on July 17, 2019 for the connection for the existing and proposed dwellings on this property (across from New Holland Road South Pump Station). Gary needs to complete review ASAP.
9. **GSV Phase 4:** Construction underway and Operators are monitoring.

**Solicitor's Report presented by William Cassidy:**

Solicitor Cassidy reported on the delinquent sewer account at 823 West Main Street, property, and that he was requested by the lender to provide the amount due through January 31, 2020, Linda shall provide all outstanding balances through January 31, 2020.

The balances for the delinquent accounts were:

Project #1 - \$ 3,839.57

Project #3 - \$ 15,596.22

The December receipts were:

Project #1 - \$ 7,474.58

Project #3 - \$ 41,473.58

Earl made a **motion to approve the disbursements of checks #3183 - #3189 for Project 1 in the amount of \$ 24,268.81 and checks #6021 – #6048 for Project 3 in the amount of \$ 43,702.01**. Floyd seconded the motion and all voted yes.

Meeting adjourned at 8:04 p.m.

Respectively submitted,

Linda A. Marburger, Appointed Secretary/Treasurer

