

Gene Neidermyer called the **November 12, 2020 meeting** of the **Earl Township Sewer Authority** to order at 6:35 p.m. Present were Gene Neidermyer via-zoom, Jim Leonard, and Tony Gay. Also present were Noah Zimmerman (Operator) via-zoom, Gary Martin (Engineer) via-zoom, William Cassidy (Solicitor) via-zoom and Tom Plitt (Township Supervisor).

Jim made a **motion to approve the minutes with the correction in paragraph eight (8) on page one (1) it should read Sam Stoltzfus for Tri-S Management for the September 10, 2020 Earl Township Sewer Authority Meeting.** Tony seconded the motion, and all voted yes.

John Pogue from Landvision LLC. presented the Colonial Road Woodworks LLC, 171 Commerce Drive request to, revise the sewer capacity request for Colonial Road Woodworks. At the June 11, 2020 ETSA Meeting four (4) EDUs were requested and approved. Mr. Pogue reported that after further review, the production operation will not require water or sewer usage. The operation consists of the fabrication and assembly of outdoor furniture. Mr. Pogue would like to reduce the number of EDUs approved to two (2) EDUs. Jim made a **motion to approve reducing the number of EDUs from four (4) to two (2) EDUs for Colonial Road Woodworks LLC, 171 Commerce Drive contingent upon providing ninety (90) days' worth of daily readings after production begins.** Tony seconded the motion and all voted yes.

Jim made a motion to adopt **RESOLUTION NO. 2020-1 PROJECT 1 TAPPING FEE FOR 2020 IN THE AMOUNT SIX THOUSAND TWO HUNDRED FORTY FIVE DOLLARS (\$6,245.00).** Tony seconded the motion and all voted yes.

Linda presented the Maher Duessel three (3) year Engagement Letter to conduct the year end audit. The Authority questioned the paragraph regarding usage of third (3rd) party consultants. The Authority directed Linda to contact Maher Duessel regarding third (3rd) party consultants and report back at the December 10, 2020 meeting.

Gary reported on the proposed improvement to the Peters Road Industrial Park, 233 Quality Circle property. A new lumber storage building is to be constructed, and an employee restroom. Gary said no action is needed at this time.

Solicitor Cassidy and Gary presented a Slope Agreement for Joseph E. Lapp, LappTops, 182 & 202 Orlan Road. The reconstruction of the sewer laterals on 182 Orlan Road will be at less than a two percent (2 %) slope which does not meet ETSA specifications. This Agreement also provides that this will be a private sewer improvement and the future maintenance and repair will be the sole responsibility of Developer and its successors. Jim made a **motion to adopt and execute the Slope Agreement for LappTops, 182 Orlan Road, noting that this sewer lateral will not be dedicated to ETSA and maintenance and repair to this lateral will be the sole responsibility of the developer and it's successors.** Tony seconded the motion and all voted yes.

Gary presented a Cost Opinion for LappTops, 182 Orlan Road, in the amount of Forty Seven Thousand Eight Hundred Fifty Six Dollars (\$ 47,856.00). Jim made a **motion to approve the Improvement Guarantee for LappTops in the amount of Forty Seven Thousand Eight Hundred and Fifty Six Dollars (\$ 47,856.00).** Tony seconded the motion and all voted yes.

Noah reported that there was an accident with the 550 Ford pickup truck (Big Red). The estimate for repairs is One Thousand Nine Hundred Eighty Two Dollars and Forty Two Cents (\$1,982.42). The Authority directed Linda to file a claim with our insurance company.

Linda presented the draft copy of the 2021 ETSA Budget. After some discussion, the Authority decided to review the proposed budget, and consider approving, with possible revisions, at the December 10, 2020 meeting.

Linda reported current expenses paid to date for the Project 1 Manhole is Twenty Thousand Four Hundred Eighty Two Dollars and Forty Five Cents (\$ 20,482.45)

Sewer Operator Report presented by Noah Zimmerman:

1. Plant was within all permit limits for October.
2. Sam Ringler Trucking hauled 55,000 gallons of bio-solids in October.

Noah proposed a new work schedule for the operators. This new schedule will be a three (3) week rotation. It will give the three (3) full time operators a three (3) day weekend, except for the week they are on call. The on-call operator will work on Fridays for three (3) hours and two and a half (2.5) hours Saturday and Sunday, and Monday through Thursday will be an eight (8) hour shift. Jerry will work Monday through Wednesday eight (8) hours per day. The not on-call two (2) full time operators will work Monday through Thursday ten (10) hour shifts. This new work schedule will start on a trial basis beginning the first full pay week in January 2021. Jim **made a motion to approve the new operator work schedule on a trial basis starting in January 2021.** Tony seconded the motion and all voted yes.

Noah reported on the Nutrient Trading program. We are allotted a certain amount of Nitrogen and Phosphorus each year in the treatment plant NPDES permit for the discharge into Chesapeake Bay water source. The Plant has not discharged all that it is allocated for this current year. Noah is looking to sell the extra credits of Nitrogen and Phosphorus to other treatment plants or entities that need them. The credit is not something we are able to carry over from one (1) year to the next. The selling of these credits will generate some income for ETSA.

Noah reported that he is looking into accepting Holding Tank loads. These loads will be brought in from private haulers. The approximate revenue is Eighty Dollars (\$80.00) per load after a Twenty Dollar (\$20.00) laboratory fee to test the load. After much discussion, the Authority directed Noah to continue researching and to test the process.

Engineer's Report presented by Gary Martin:

1. 2018 Manhole Rehab Project: Remaining contract value: \$1,790.00. Repairs on manhole bases completed on 10/28/20. Awaiting final repairs to frames and covers.
2. 2017 Manhole Rehab Project: Will be completed in conjunction with the 2018 project.
3. Project 1 Manhole repairs: Pact One awarded contract. Pre-Con meeting held on October 29, 2020.
4. Tri-S (Hollander Road) Project: Shop drawing process being finalized. Construction underway, on-site work with utility work to start soon.
5. GSV Memory Care Facility Flows: Still working out the kinks in the GSV reporting of the Memory Care Facility flows. Occupancy started in October. Record Plans for private sewers requested in past review letters. While all private there are parts of the sewer that are under the Township road. Should the Authority drop the request for Record Plan for this private sewer? The Authority requested that GSV provides the Record Plans.
6. Colonial Road Woodworks: Plan Submission received on November 9, 2020. Plan review Letter No. 1 issued on November 28, 2020. New plans received on November 2, 2020. To be reviewed.
7. LappTops: Latest revised plan received on September 29, 2020. Administratively complete letter issued on October 9, 2020. Improvement Guaranty to be established at \$47,856.00.

Monthly Reporting Items

Project 1:

1. Monthly Flows to New Holland: Average daily flows for October: 39,900 gpd (compared to September's 39,800 gpd and August's 41,600 gpd).
2. Dunkin Donuts: Responded to request for information for a proposed new Dunkin Donuts on the New Holland Shopping Center property (independent pad to west of main entrance). Based on an email from the developer's consultant on October 13, 2020, it has been noted that "this project is likely dead, due to traffic issues".

Project 2/3:

1. MEMHP: Reported average daily flow for October: 6,130 gpd (compared to September's 6,670 gpd and August's 12,200 gpd). No clogs noted in October on the monthly submission.
2. GSV: Average daily flows for October: 55,800 gpd (compared to September's 58,200 gpd and August's 56,900 gpd). Memory Care facility occupied and flow now part of this report. Average daily flow for October Memory Care facility (not fully occupied) averaged 1,710 gpd. Average daily flow below guaranteed 62,869 gpd, so \$2,259.84 Guarantee of Capacity Fee assessed for October.
3. Monthly STP flows: Reported average daily flows for October: 305,600 gpd (compared to September's 290,500 gpd and August's 304,400 gpd).
4. Flows from WVA: Average daily recorded flows for October: 117,900 gpd (compared to September's 121,500 gpd and August's 128,200 gpd).
5. Connection and Permitting Tracking: Seven (7) new permits logged in this reporting period (The Landings Lots 11, 79, 86, 94, 96 & 99 and one WVA permit for a lot in Timberline). For 2020, a total of 60 EDUs has been purchased for 60 different properties (51 ETSA and 9 WVA).
6. The Landings at Garden Spot Reserve: 82 Permits issued to-date and 65 connections completed to-date. 18 lots remain to be permitted.

The balances for the delinquent accounts were:

Project #1 - \$ 7,098.65

Project #3 - \$ 27,381.72

The October receipts were:

Project #1 - \$ 202.05

Project #3 - \$ 205,832.16

Tony made a **motion to approve the disbursements of checks for November 12, 2020 #3246 - #3255 for Project 1 in the amount of \$ 21,879.52 and checks for November 12, 2020 #7030 - #7053 for Project 3 in the amount of \$ 14,830.89.** Jim seconded the motion and all voted yes.

Meeting adjourned at 8:00 p.m.

Respectively submitted,

Linda A. Marburger, Appointed Secretary/Treasurer