

Gene Neidermyer called the **February 11, 2021 meeting** of the **Earl Township Sewer Authority** to order at 6:30 p.m. Present were Gene Neidermyer, Jim Leonard, Earl Kenepp, Floyd Grove, and Tony Gay. Also present were Alex Bauder (Operator), Gary Martin via-zoom (Engineer), William Cassidy via-zoom (Solicitor) and Tom Plitt (Township Supervisor).

Jim made a **motion to approve the January 14, 2021 minutes with the following correction, page two (2) paragraph five (5) sentence three (3) should read. “presented a collection”**. Floyd seconded the motion and all voted yes.

Jim & Donna Blanshine, 106 Skyline Drive, were present to report to the Authority that on July 15, 2020, they had a devastating fire at their home. The house was not destroyed; however, the damage was extensive enough that it is uninhabitable. Mr. Blanshine said that the reconstruction process has begun but there has been little to no sewer used since July 15, 2020. Mr. & Mrs. Blanshine asked that the Authority waive the sewer usage fee effective July 15, 2020 and discontinue the quarterly usage billing until the home is livable. Floyd made a **motion to retro actively waive the sewer bill from July 15, 2020 to the current date and to forgive the quarterly sewer usage fees until Mr. & Mrs. Blanshine’s, home is in livable condition. The motion was contingent upon Mr. & Mrs. Blanshine informing Linda as soon as conditions allow them to occupy the above address.** Tony seconded the motion and all voted yes.

Linda was directed by Authority to check with the Zoning Officer to see if he knows when this might happen. The Zoning Officer should be informed that he should notify the Authority when an Occupancy Permit has been issued in order for the Authority to resume invoicing the property owners.

Brandon Rutt, 9 Runway Avenue, was present to discuss the one half (1/2) EDU tapping fee he is required to purchase for the beauty salon, which was installed in their home on September 24, 2013. The Earl Township Board of Supervisors presented a letter that stated that the building permit paperwork was reviewed and the Zoning Officer at that time had only noted that a minimal amount of sewer will be used for a shampoo bowl. The permit was approved without notifying the Authority to ensure that additional capacity would be purchased. Tony made a **motion to waive the one half (1/2) EDU Tapping Fee for the hair salon established on September 24, 2013.** Earl seconded the motion and all voted yes.

The additional one half (1/2) quarterly sewer usage fee will be added to the property’s sewer account immediately.

Cathleen Seale, 417 Jared Way, sent a letter to the Authority to dispute a Twelve Dollars (\$12.00) bank fee that was added to her account when a check was lost in the mail and she stopped payment on the check. When the check was received, Linda deposited the check not knowing the stop payment was in place. ETSA incurred a bank fee of Twelve Dollars (\$12.00) for non-sufficient funds. The ETSA policy and procedure manual states that the ETSA will pass the bank charges for non-sufficient funds to the account owner. After some discussion, the Authority directed Linda to remove the Twelve Dollar (\$12.00) bank charge and to send a letter to Cathleen Seale, with a copy of the policy and procedures of ETSA for future reference.

The Earl Township Board of Supervisors (BOS) provided a letter stating that when the TRI-S Management, 568 North Hollander Road sewer extension is dedicated to the ETSA as a public system, the BOS will require mandatory connection, and require properties with a principal building located within one hundred and fifty feet (150’) to connect to the public sewer system.

Jarin Smoker, Seven Tree Woodworking at 124 King Court, was present to inquire about hooking up to the public sewer system. The Authority informed Mr. Smoker that he would be required to install an extension to hook up to the sewer system.

Gary reported the current Tapping Fee for P1 is Six Thousand Two Hundred Forty Five Dollars (\$6,245.00). With the annual update the eligible P1 Tapping Fee is Six Thousand Four Hundred

Fifteen Dollars (\$6,415.00). Jim made a **motion to increase the P1 Tapping Fee to Six Thousand Four Hundred Fifteen Dollars (\$6,415.00) per EDU, effective today.** Tony seconded the motion and all voted yes.

Gary reported on the Chapter 94 Report for New Holland Borough. There is a 112 EDU reserve. Some of this could be utilized for the Eastern Service Areas (projected as maximum buildout of 40 EDUs). Jim made a **motion to approve the Chapter 94 Report to New Holland Borough, and sign the signature page of the Report.** Earl seconded the motion and all voted yes.

Floyd made a **motion to approve and sign an application for PENNDOT Highway Occupancy Permit (HOP) for the P1 Manhole Rehab Projects.** Jim seconded the motion and all voted yes.

Floyd made a **motion to approve the P1 Manhole Rehab Project Pact One Contract Payment Request #2, in the amount of Fifty Eight Thousand Two Hundred Fifty Dollars (\$58,250.00).** Jim seconded the motion and all voted yes.

P1 MANHOLE PROJECT:

Linda reported that the current expenses paid to date for the Project 1 Manhole Rehab project is Two Hundred Forty Seven Thousand Two Hundred Eighty Eight dollars and Five Cents (\$247,288.05). This includes the payments to PACT ONE.

Sewer Operators Report presented by Alex Bauder:

1. Plant was within all permit limits for January.
2. Sam Ringler Trucking hauled 110,000 gallons of bio-solids in January.
3. Hauled in Waste 89,800 gallons received in January.

Gary reported that at the WVA February 2021 meeting there was discussion of having the waste hauling resumed into the Terre Hill Plant, which might decrease the amount hauled into ETSA Plant.

Engineer's Report presented by Gary Martin.

1. **Project 1 Manhole repairs:** Remaining Contract value including retainage: \$163,550.00 Project substantially complete except for manhole replacements at Shirk and Voganville Roads.
2. **Tri-S (Hollander Road) Project:** Construction underway. Construction continues to be slowed by rock and weather.
3. **GSV Memory Care Facility Flows:** Still working out the kinks in the GSV reporting of the Memory Care Facility daily flows. Occupancy started in October. Initial flows for the months of November, December, and January have an average daily flow of 7.4 EDUs. The Agreement to defer the additional capacity purchase was for the deferral of 11 EDUs. Maximum flows as reported to date are in increments of 1,000 gallons so a "click" of the meter is 1,000 gallons or 4 EDUs making these readings ineffective for this monitoring use. The logging of **maximum daily flows** is still being worked out by GSV. Record Plans received on January 22, 2021 and review letter issued on February 3, 2021.
4. **Colonial Road Woodworks:** Signed and sealed record plans received on January 26, 2021. Only administrative items remain.
5. **Robert Martin Property Project:** New shop drawings from Gerald G Martin received on 01/11/21. Shop Drawing review responses issued January 21, 2021. Awaiting resubmissions.
6. **The Landings at Garden Spot Reserve:** Becker is awaiting submission of revised Record Drawings.
7. **Project 2/3 Tapping Fee:** Updating the Project 2/3 Tapping Fee will be a more detailed and intensive analysis to address the upgrade cost, the change in debt, and the tabulation of items in the prior analysis which will need to be removed from any upgrade analysis. More debt and more capacity will result in lower Tapping Fee when updated. After some discussion, the Authority directed Gary not to update the Project 2/3 Tapping fee at the current time.

Monthly Reporting Items

Project 1:

1. **Monthly Flows to New Holland:** Average daily flows for January: 37,600 gpd (compared to December's 38,800 gpd and November's 37,300 gpd).
2. **Aaron Beiler:** Still waiting on final dedication documents. Record Plans have been approved. Last communication repeating this status to Mr. Belier's consultant on 11/28/19. Linda reported a letter was sent to Aaron Beiler January 19, 2021 requesting completion of Maintenance Guarantee and Deed of Dedication documentation. Mr. Beiler was asked to provide an update before February 11, 2021 meeting. Linda reported there was no response from Mr. Beiler. The Authority directed Solicitor Cassidy to contact Mr. Beiler's Legal Counsel.

Project 2/3:

MEMHP: Reported average daily flow for January: 7,480 gpd (compared to December's 10,200 gpd and November's 6,220 gpd). Clogs noted on January 23rd and 24th increasing the monthly average slightly.

1. **GSV:** Average daily flows for January: 54,900 gpd (compared to December's 54,400 gpd and November's 56,000 gpd). Memory Care facility flow monitoring still be clarified. Average daily flow below guaranteed 62,869 gpd, so \$2,986.48 Guarantee of Capacity Fee assessed for January.
2. **Monthly STP flows:** Reported average daily flows for January: 309,800 gpd (compared to December's 316,800 gpd and November's 292,400 gpd).
3. **Flows from WVA:** Average daily recorded flows for January: 127,600 gpd (compared to December's 118,400 gpd and November's 123,000 gpd). Shady Maple flows back up slightly at end of month and reflected in WVA's total flows.
4. **Connection and Permitting Tracking:** Eight (8) new permits logged in this reporting period for 9 EDUs (The Landings Lots 69, 70, 77, 88 & 90, Timberline Lots 7 & 16, and Colonial Roads Woodworks (2 EDUs)). For 2021, a total of 9 EDUs has been purchased for 8 different properties (7 ETSA and 2 WVA EDUs).
5. **The Landings at Garden Spot Reserve:** 94 Permits issued to-date and 76 connections completed to-date. 6 lots remain to be permitted.

Linda reported Mr. Steve Sarro, 712 School Road, paid Two Thousand Five Hundred Dollars (\$2,500.00) on his sewer usage account and paid off his miscellaneous charges for legal services. The outstanding delinquency as of February 11, 2021 is still One Thousand Three Hundred Ninety Seven Dollars and Fifty Six Cents (\$1,397.56).

Linda also reported on the phone calls made to the delinquent accounts. It has been very successful so far and she will continue to reach out to the customers.

The balances for the delinquent accounts were:

Project #1 - \$ 4,030.17

Project #3 - \$ 23,566.60

The January receipts were:

Project #1 - \$ 36,625.75

Project #3 - \$ 150,763.76

Jim made a **motion to approve the disbursements of checks #3270 - #3274 for Project 1 in the amount of \$ 79,340.51 and checks #7104 - #7118 for Project 3 in the amount of \$ 64,428.96.** Earl seconded the motion and all voted yes.

Meeting adjourned at 7:30 p.m.

Respectively submitted,

Linda A. Marburger, Appointed Secretary/Treasurer