

Gene Neidermyer called the **July 8, 2021 meeting** of the **Earl Township Sewer Authority** to order at 6:45 p.m. Present were Gene Neidermyer, Jim Leonard, Floyd Grove and Tony Gay. Also, present were Noah Zimmerman (Operator), Daniel Becker (Engineer), William Cassidy (Solicitor) and Tom Plitt (Township Supervisor).

Jim made a **motion to approve the June 10, 2021 minutes, with corrections, omitting as long as the property owner resides on the property in the tenth (10th) paragraph, last sentence. Also omitting private line is under #4 of the Engineering's Report.** Floyd seconded the motion and all voted yes.

Floyd made a **motion to approve the Developers Agreement for Colonial Property Woodworks, 171 Commerce Drive, contingent upon the ownership information being clearly stated on page one (1) and page twelve (12).** Jim seconded the motion and all voted yes.

Jim made a **motion to approve seven (7) EDUS for the additional Garden Spot Village Cooperative Living Homes at 435 Ranck Road.** Tony seconded the motion and all voted yes. They shall take ninety (90) days of daily meter readings after they connect to confirm capacity.

The Authority reviewed the capacity letter for the farmhouse redevelopment at Garden Spot Village, 433 South Kinzer Avenue. The Authority directed Dan to contact them to discuss the incorrect capacity formula that they used and to resubmit the capacity request.

Joy reported that the last secretary didn't collect the delinquent legal fees from the owners that previously owned 153 Maple Drive at the real estate settlement which occurred 2 years ago. They have now moved out of state and are unresponsive to the invoices that are being mailed. Floyd made a **motion to write off the legal and interest fees of One Hundred and One Dollars and Eighty-Three Cents (\$101.83).** Jim seconded the motion and all voted yes.

Joy reported that the wastewater discharge from the Western Heights Water Authority's existing softeners and nitrate removal equipment has exceeded the purchased sewer capacity for several consecutive months. Noah explained that the increased wastewater discharge is a result of backwash cycle timing but suggested reevaluating the discharge after PADEP issues for Public Water Supply Permit to allow for abandonment of the nitrate removal equipment. The Authority advised to continue monitoring once the permit is issued to see if the flows decrease.

The Authority reviewed the quarterly readings of several customers located in the Orlan Industrial Park. Floyd made a **motion to require ninety (90) days of daily meter readings from 121, 155, 181, 191, 200, and 260 Jalyn Drive.** Tony seconded the motion and all voted yes.

The Authority discussed the Short-Term Rentals and the requirement to have capacity for both residential use and the rental use on the same property. The Authority decided that when the applicant applies for the permit to operate a Short-Term Rental, they want to review the permit prior to issuance. Sewer capacity allocation will be reviewed on a case by case basis.

Joy reported that Wesley Zeiset, 111 Water Street, purchased the property several years ago and the prior owner converted the garage into a rental unit. Wesley applied for the permit after the construction occurred. The Zoning Officer at the time did not provide the information to the Authority and the permit was processed. This was recently discovered, and sewer capacity should have been assessed for both uses. The Authority may allow a waiver of an additional tapping fee charge since the Township Zoning Officer had not coordinated permit issuance with the Authority. However, the Authority directed Joy to contact Wesley to address the Board at the next meeting to make a formal request for waiving the tapping fee for the additional EDU.

Joy reported that the Recorded Easement Encroachment Agreement for Riehl Construction, RSRRDE, 233 Quality Circle, was received today.

Solicitor Cassidy reported that there was a recent Amendment to the Pennsylvania Sunshine Law. The Authority shall upload the agenda and anything needing official action by the Authority to the website at least twenty-four (24) hours prior to the Authority meeting. There shall also be a copy of the agenda in the lobby and at the meeting for anyone that wishes to attend. The Authority discussed that having a submission cut off of Friday, the week before the meeting to provide adequate time for the Secretary to finalize the meeting packets/agenda.

Solicitor Cassidy reported that Aaron Beiler completed the Easement and the wording is acceptable. He will be providing the Letter of Credit. The Authority directed Solicitor Cassidy to prepare the Driveway Easement for Aaron.

The Authority directed Joy to create different tracking for Project 1 Eastern Service Area. The project uses a different Tapping Fee than the other projects but mirrors Project 1 Service Area's user fees.

Sewer Operators Report presented by Noah Zimmerman:

1. The Plant was within all permit limits for June.
2. Sam Ringler Trucking hauled 93,500 gallons of bio-solids in June.
3. In June 13,400 gallons of additional waste was received.
4. The Septage receiving tank project construction started on July 7th.

Engineer's Report presented by Gary Martin.

1. **2018 Manhole Rehab Project:** Remaining contract value is \$1,790.00. The repairs on manhole bases were completed on 10/28/20. The Contractor completed the repairs to the manhole chimneys on June 29, 2021.
2. **2017 Manhole Rehab Project:** The work was completed on June 29, 2021.
3. **Project 1 Manhole repairs:** The project is complete. Becker has contacted PENNDOT regarding the completion of construction activities. PENNDOT to complete a final site visit to close out Highway Occupancy Permit.
4. **Project 1 Lateral Project:**
 - a. Pre-Construction meeting held on June 8, 2021.
 - b. Becker received executed copies of Notice to Proceed from contractor on June 25, 2021.
 - c. All shop drawing received and reviewed as of June 9, 2021.
 - d. Becker received a time extension request from contractor for Substantial and Final Completion. **Becker recommended that the Authority approve Change Order No. 1 to extend the Substantial Completion date to August 6, 2021 and the Final Completion date to August 20, 2021.** There is no construction cost change associated with the time extension request. Jim made a **motion to approve Change Order No. 1.** Floyd seconded the motion, and all voted yes.
5. **Tri-S (Hollander Road) Project:** The construction is complete. The testing started on March 5, 2021 and will be completed when the road wearing course is completed and the manhole risers, frames and covers can be observed / tested. The contractor completed flushing/televising of the sanitary sewer main and provided video testing DVD's to Becker on June 16, 2021. Becker reviewed the DVD's and issued a review letter to the Authority dated June 30, 2021 detailing the results of our review.

6. ***GSV Memory Care Facility Flows:*** Readings for the month of June are now submitted in daily spreadsheet form for quick review. The flows for the month of June were between 3 and 5 EDUs per day, well below the original capacity request of 11 EDUs.
7. ***Robert Martin Property Project:*** The hydrostatic testing was completed on June 3, 2021. To date, no grinder pumps and laterals have been installed beyond the cleanout and isolation valves.
8. ***Burkholder Trailer Robert Martin Project Lots 4, 5 & 6):*** Becker received design drawings on May 27, 2021 and issued a review letter on June 24, 2021 after coordination with Township land development review.
9. ***The Landings at Garden Spot Reserve:*** Becker is still awaiting submission of revised Record Drawings. Last request to the latest consultant was on June 21, 2021. Awaiting a response or submission schedule.
10. ***Colonial Road Woodworks:*** The shop drawing resubmission was received on June 17, 2021 and plumbing plans were received on June 24, 2021. Awaiting scheduling of pre-construction meeting. The developer has provided the Developer's Agreement to allow the final reviews and approvals to proceed.
11. ***LappTops:*** Still awaiting shop drawings and pre-construction meeting.
12. ***WWTF Septage Receiving Station:*** PADEP issued the Water Quality Management Permit dated June 30, 2021.
13. ***ETSSA to WVA Annual Cost Sharing Letter:*** Issued this week.

Monthly Reporting Items

Project 1:

1. ***Monthly Flows to New Holland:*** Average daily flows for June: 41,500 gpd (compared to May's 40,900 gpd and April's 40,100 gpd).
2. ***Aaron Beiler:*** Still waiting on final dedication documents. Record Plans have been approved. Bill is coordinating with Mr. Beiler's Counsel – still appears to be moving forward.

Project 2/3:

1. ***MEMHP:*** Reported average daily flow for June: 26,344 gpd (compared to May's 13,451 gpd and April's 6,440 gpd). Line downstream of meter appeared to be backed up and was flushed mid-month. A few days of higher recorded flows have impacted the recorded monthly average. After line was flushed the flows returned to "normal".
2. ***GSV:*** Average daily flows for June: 60,600 gpd (compared to May's 66,900 gpd and April's 60,300 gpd). Memory Care facility flow monitoring resolved. The flows have averaged 3 to 6 EDUs over the last two months. Average total daily flow for June below the guaranteed 62,869 gpd, so \$373.31 Guarantee of Capacity Fee assessed for June.
3. ***Monthly STP flows:*** Reported average daily flows for June: 307,000 gpd (compared to May's 299,000 gpd and April's 313,800 gpd).
4. ***Flows from WVA:*** Average daily recorded flows for June: 128,600 gpd (compared to May's 125,400 gpd and April's: 126,200 gpd).
5. ***Connection and Permitting Tracking:*** One (1) new permit logged in this reporting period (One (1) Timberline lot in WVA service area). For 2021, a total of 19 EDUs have been purchased for 18 different properties (13 ETSA and 6 WVA EDUs).
6. ***The Landings at Garden Spot Reserve:*** Last three (3) lots activated in June – Development complete. Record Plans and street wearing course to be address and then ready for dedication.

The balances for the delinquent accounts were:

Project #1 - \$ 847.87

Project #3 - \$ 14,810.27

The June receipts were:

Project #1 - \$ 9,760.99

Project #3 - \$ 73,758.76

Jim made a **motion to approve the disbursements of checks #3311 - #3319 for Project 1 in the amount of \$29,297.49 and checks #7210 – #7235 for Project 3 in the amount of \$47,320.96.** Floyd seconded the motion and all voted yes.

Meeting adjourned at 7:45 p.m.

Respectively submitted,
Joy M Oberholtzer, Appointed Secretary/Treasurer