

Solicitor Cassidy called the **January 13, 2022 Re- Organization meeting** of the **Earl Township Sewer Authority** to order at 6:40 p.m. Present were Gene Neidermyer, Jim Leonard, Floyd Grove and Reade Witman. Also present were Noah Zimmerman (Operator), Dan Becker (Engineer), William Cassidy (Solicitor) and Tom Plitt (Township Supervisor).

Solicitor Cassidy asked for nominations for the following officers:

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

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

Secretary/Treasurer: Gene nominated **Floyd Grove**, Jim seconded and all voted yes.

Assistant Treasurer: Floyd nominated **Tony Gay**, Gene seconded and all voted yes.

Assistant Secretary: Gene nominated **Reade Witman**, Floyd seconded and all voted yes.

Appointed Secretary/Treasurer: Jim nominated **Joy Oberholtzer**, Floyd seconded and all voted yes.

Appointed Assistant Secretary/Treasurer: Jim nominated **Candie Johnson and Brenda Becker**, Floyd seconded and all voted yes.

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

Engineer: Gene made a **motion to appoint Dan Becker of Becker Engineering**, Floyd seconded and all voted yes.

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

Depositories: Jim made a **motion to approve Ephrata National Bank, Truist Bank, PNC Bank, Presence Bank and PLGIT**. Floyd seconded and all voted yes.

Floyd made a **motion to approve the 2022 mileage reimbursement rate at Fifty-Eight and one half Cents (\$0.585) per mile for personal vehicle usage**. Gene seconded and all voted yes.

Jim 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**. Floyd seconded the motion and all voted yes.

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

Floyd made a **motion to approve the December 9, 2021 minutes with corrections as follows, page two (2) paragraph one (1) second (2) sentence should read: "The clogging usually overnight eliminating the drawdown of the tank level preventing the ability to accept more", and page two (2) paragraph five (5) should read: "The Authority directed Noah and Dan to present an increased updated spending limit for the next meeting for staff expenses without prior Board approval".** Gene seconded the motion and all voted yes.

Jim made a **motion to approve increasing the spending limit to Two Thousand Dollars (\$2,000.00) without prior Board approval**. Floyd seconded the motion and all voted yes.

Jim made a **motion to approve the Improvement Guarantee release for Colonial Road Woodworks, 171 Commerce Drive, in the amount of Twelve Thousand Four Hundred Ninety-Six Dollars (\$12,496.00) contingent upon Becker Engineering receiving two (2) digital and hard copies of the Record Plans**. Floyd seconded the motion and all voted yes.

The Authority discussed possibly gifting Gary Martin, Becker Engineering LLC, for his retirement and all his years of engineering service to the Authority. Solicitor Cassidy will look into this and it will be discussed at the next meeting.

The Authority reviewed the ninety (90) days of daily meter readings that were submitted by ELC Realty, 270 Commerce Drive, for the change of use. The readings confirmed that they have sufficient capacity for the property.

Noah reported that Thomas Weaver, 684 West Main Street, has a new tenant moving in who wants complete renovations to the current facility and renovate it into a spa. Mr. Weaver indicated he has the potential to have six (6) businesses at the property. Currently four (4) will be occupied and two (2) spaces are vacant. The current sanitary sewer capacity for the property is three (3) EDUs. The Authority directed Joy to issue a letter to invite Mr. Weaver to the next meeting to discuss the insufficient capacity.

Jim made a **motion to issue a check mid-month to Superior Paint and Collision in the amount of Eight Thousand Eleven Dollars and Thirty-Five Cents (\$8,011.35) for the repairs to the F-150 related car accident.** Floyd seconded the motion and all voted yes.

Noah reported that about ten (10) years ago a letter was issued to the property owners at 136 South Shirk Road regarding the necessity to connect their grinder tank to PP&L electric and the Authority will in turn bill them for the electrical expenses as part of the sewer billing. This connection has never happened. The Authority directed Solicitor Cassidy to issue a letter to the owners informing them that they need to connect to PP&L power as soon as possible.

The Authority reviewed and discussed that a check was issued for Three Hundred Forty-One Dollars (\$341.00) to L/B Water in November, but the check was never received. Joy reported she reissued a check and voided the old check. The Authority said not to put a stop payment on the lost check.

Christine Martin, 910 Walnut Street, signed and returned the letter agreeing that she or future successors will not use the finished basement as a permanent living area. Due to this agreement, the Authority determined additional capacity is not needed at this time.

Sewer Operators Report presented by Noah Zimmerman:

1. Plant was within all permit limits for December.
2. Sam Ringler Trucking hauled 82,000 gallons of bio-solids in December.
3. The hauled in Waste was 192,000 gallons and \$5,763.00 revenue was received in December for the Septage Holding Tank. Noah reported that he may be able to purchase a Chopper Pump at a cost less than the \$8,500 cost approved at the December 2021 Authority meeting. The P1 Valve Project Phase 3 construction total is \$21,984.67.

Engineer's Report presented by Dan Becker.

1. **Tri-S (Hollander Road) Project:** Construction is complete and the final wearing course has been installed. The Authority authorized a reduction of the financial security to \$119,719.88 at the September 2021 Authority meeting. Becker performed a punch list follow up site review on November 24, 2021 and issued an updated punch list of items to be completed/corrected by the developer on November 26, 2021. The contractor was scheduled to complete the work on January 5, 2022 and notify Becker when the work was complete. Becker will issue a letter with their findings.
2. **The Landings at Garden Spot Reserve:** Becker received revised record drawings and issued a review letter on December 28, 2021. As part of the review letter, Becker reminded the developer that a site review needs to be scheduled with the Authority.
3. **Colonial Road Woodworks:** Becker received record drawings and issued a letter dated January 5, 2022 indicating that the record drawings addressed all of our previous review comments. Becker also received a financial security reduction request via email on December 20, 2021.

4. **York Building Products:** Becker received the map depicting the location of all privately owned water facilities from York Building Products. Becker will coordinate recommended sewer meter and/or water meter locations with Authority staff before making a formal recommendation to the Authority.
5. **Pumping Station Flow Metering:** Becker met with Authority staff on November 30, 2021 to review all of the pumping stations for future budgeting purposes and will review the recommendations with Authority staff before making a formal recommendation to the Authority.
6. **2021 NHBA Chapter 94 Report:** Becker will prepare and submit the Authority portion of the report to NHBA by February 15, 2022.
7. **2021 Earl TSA Chapter 94 Report:** Becker will prepare and submit the Authority report to PADEP by March 31, 2022.
8. **Annual Tapping Fee Calculation Update:** Becker will update the Project 1 (original) and Project 1 (Eastern Service Area) tapping fee calculations for the February Authority meeting.

Monthly Reporting Items

Project 1:

1. **Monthly Flows to New Holland:** Average daily flows for December: 39,065 gpd (compared to November's 38,617 gpd and October's 41,884 gpd).

Project 2/3:

1. **MEMHP:** Reported average daily flow for December: 5,359 gpd (compared to November's 7,876 gpd and October's 6,602 gpd).
2. **GSV:** The main meter has not been working since October. GSV was notified to fix the meter. Average daily flows for September: 58,000 gpd (compared to August's 56,500 gpd and July's 58,500 gpd). Average total daily flow for September was below the guaranteed 62,869 gpd, so \$1,546.57 Guarantee of Capacity Fee assessed for September. The memory facility flows continue to be below the projected 11 EDUs.
3. **Monthly STP flows:** Reported average daily flows for December: 318,800 gpd (compared to November's 325,100 gpd and October's 318,000 gpd).
4. **Flows from WVA:** Average daily recorded flows for December: 144,300 gpd (compared to November's 139,700 gpd and October's 141,165 gpd). The flows continue to trend higher over the last 3 months compared to Earl TSA flows.
5. **Connection and Permitting Tracking:** No EDU connections in December. For 2021, a total of 25 EDUs have been purchased for 21 different properties (16 ETSA and 9 WVA EDUs).

The balances for the delinquent accounts were:

Project #1 - \$ 1,610.91

Project #3 - \$ 19,903.32

The December receipts were:

Project #1 - \$ 4,424.35

Project #3 - \$ 36,427.90

Floyd made a **motion to approve the disbursements of checks #3361 - #3371 for Project 1 in the amount of \$36,723.21 and checks #7371 – #7400 for Project 3 in the amount of \$74,287.70.** Jim seconded the motion and all voted yes.

Meeting adjourned at 7:45 p.m.

Respectively submitted,

Joy M Oberholtzer, Appointed Secretary/Treasurer