

Solicitor Cassidy called the **January 12, 2023 Re- Organization meeting** of the **Earl Township Sewer Authority** to order at 6:30 p.m. Present were Gene Neidermyer, Jim Leonard, Tony Gay and Reade Witman. Also present were Noah Zimmerman (Operator), Dan Becker (Engineer), and William Cassidy (Solicitor).

Solicitor Cassidy asked for nominations for the following officers:

**Chairman:** Jim nominated **Eugene Neidermyer**, Reade seconded and all voted yes.

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

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

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

**Assistant Secretary:** Jim nominated **Reade Witman**, Tony seconded and all voted yes.

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

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

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

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

**Auditor:** Jim made a **motion to appoint SEK CPA's Advisors**, Tony seconded and all voted yes.

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

Gene made a **motion to approve the 2023 mileage reimbursement rate at Sixty-Five and a Half Cents (\$0.655) per mile for personal vehicle usage**. Jim 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**. Tony 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:~~32~~7 pm.

Jim made a **motion to approve the December 8, 2022 minutes**. Gene seconded the motion and all voted yes.

Jim made a **motion to approve Tri-S Management's request for payment pursuant to Reimbursement Agreement of five (5) EDU's at One Hundred Eighty Dollars (\$180.00) per EDU, for a total payment of Nine Hundred Dollars (\$900.00)**. Reade seconded the motion and all voted yes.

Jim made a **motion to add approving Resolution #2023-01 to the agenda**. Tony seconded the motion and all voted yes.

Gene made a **motion to approve RESOLUTION #2023-01, REVISING THE USER FEE RATE OF FOR \$110.00 PER QUARTER PROJECT 1**. Jim seconded the motion and all voted yes.

**Sewer Operators Report presented by Noah Zimmerman:**

1. Plant was within all permit limits for December.
2. Sam Ringle Trucking hauled 126,500 gallons of bio-solids in December.
3. The hauled in Waste was 343,600 gallons and \$10,308.00 in revenue in December.

4. P1 Valve Project Phase 3 construction total is \$40,701.42. The reseeding will start up in the Spring as well as finishing off the project.
5. Noah reported that the Township has requested Authority staff assistance with renovating office spaces. Authority staff time will be reimbursed by the Township to the Authority.
6. Noah reported that he had a meeting regarding electric rates and is in the process of working with another individual to see the lowest rate he can get.

**Engineer's Report presented by Gary Dan MartinBecker.**

1. ***Robert Martin Property Project:*** Authority staff indicated that all sanitary sewer punch list items have been adequately addressed as of September 1, 2022. Becker received revised sanitary sewer Record Drawings on September 16, 2022 and it appears all previous outstanding comments have been adequately addressed. However, upon review of the Record Drawings, it appears that one of the sanitary sewer laterals installed along Short Street is located outside of the road right-of-way. The Solicitor prepared a Sanitary Sewer Easement Agreement and the developer's consultant provided the necessary legal descriptions and exhibits to attach to the Agreement for this lateral. The property owner needs to provide the executed Agreement to the Authority for signature and recording. After that Agreement is recorded, final Record Drawings, including the easement recording information can be provided to the Authority.

Becker received the 18-month Maintenance Guaranty cost opinion (\$31,589.25) and the Solicitor provided the dedication documents to the developer's consultant for execution by the developer.

2. ***Kinzer Avenue Pump Station Upgrade:*** PADEP issued the Water Quality Management Permit (WQMP) for this project on October 19, 2022. Becker met with Noah to review the design including mechanical/electrical design parameters on October 19, 2022. The mechanical/electrical design is nearing completion and Becker will meet with Authority staff prior to public bidding the project. Becker anticipates bidding the project February 22, 2023.
3. ***WWTF Septage Receiving Tank Grit Removal:*** The Authority executed the PADEP WQMP Post Construction Certification at the December 2022 Authority meeting and Becker forwarded the certification to PADEP on December 15, 2022.
4. ***Garden Spot Village Ranck Road Project:*** Becker received revised sanitary sewer design drawings and issued a review letter dated December 15, 2022.
5. ***NHBA Chapter 94 Report:*** Becker will prepare the Chapter 94 Report and forward to NHBA by February 15, 2023.
6. ***Annual Tapping Fee Calculation:*** Becker will update the annual P1 tapping fee calculations and present it to the Authority at the February Authority meeting. Becker will also update the P2/P3 tapping fee calculation and present to the Authority at the March Authority meeting.

**Monthly Reporting Items**

**Project 1:**

1. ***Monthly Flows to New Holland:*** Average daily flows for December: 42,013 gpd (compared to November's 39,237 gpd and October's 39,923 gpd).

**Project 2/3:**

1. **MEMHP:** Reported average daily flow for December: 8,054 gpd (compared to November's 12,876 gpd and October's 12,616 gpd).
2. **GSV:** Reported average daily flows for December: 75,373 gpd (compared to November's 90,140 gpd and October's 99,146 gpd). Average total daily flow for December was above the guaranteed 62,869 gpd, so no Guarantee of Capacity Fee assessed for December. Memory facility flows continue to be below the projected 11 EDUs.
3. **Monthly STP flows:** Reported average daily flows for December: 335,800 gpd (compared to November's 326,200 gpd and October's 321,900 gpd).
4. **Flows from WVA:** Average daily recorded flows for December: 145,464 gpd (compared to November's 141,510 gpd and October's 139,171 gpd).
5. **Connection and Permitting Tracking:** Two new EDU connections in December. For 2022, a total of 11 EDUs were purchased for 10 properties (11 ETSA and 0 WVA EDUs).

The balances for the delinquent accounts were:

Project #1 - \$ 633.53

Project #3 - \$ 25,067.15

The December receipts were:

Project #1 - \$ 44,638.35

Project #3 - \$ 160,331.64

Tony made a **motion to approve the disbursements of checks #3450 - #3457 for Project 1 in the amount of \$27,588.30 and checks #7658 – #7687 for Project 3 in the amount of \$99,663.55.** Reade seconded the motion and all voted yes.

Meeting adjourned at 7:10 p.m.

Respectively submitted,

Joy M Oberholtzer, Appointed Secretary/Treasurer