

Chairman Gene Neidermyer called the **October 13, 2022 meeting** of the **Earl Township Sewer Authority** to order at 6:30 p.m. Present were Gene Neidermyer, Jim Leonard, and Tony Gay. Also present were Noah Zimmerman (Operator), Dan Becker, (Engineer) and William Cassidy (Solicitor).

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

Mark Will and Scott Monger, Earl Township Partners, were present to discuss the outstanding punch list items associated with the Landings at Garden Spot Reserve project. It was reported that all of the construction punch list items have been adequately address. Dan reported that the Record Drawings need to be resubmitted. Also, a cost opinion should be provided. The Deed of Dedication/Bill of Sale, Maintenance Guaranty (including financial security) and Easement Agreements will need to be finalized.

Bill Swiernik, DMA Associates, was present to discuss the outstanding punch list items associated with the Robert Martin Subdivision project. It was reported that all of the construction punch list items have been adequately addressed. Dan reported that Record Drawings need to be submitted after the private lateral easement agreement is executed and recorded. Also, a cost opinion should be provided. The Deed of Dedication/Bill of Sale and Maintenance Guaranty (including financial security) will need to be finalized.

Maher Duessel will complete the 2021 audit but will not continue completing the audits due to staffing shortages. Earl Township has submitted request for proposals.

Jim made a **motion to approve Univest Bank and Trust Co as a depository account**. Tony seconded the motion and all voted yes.

Jim made a **motion to approve investing Five Hundred Thousand Dollars (\$500,000.00) into a one (1) year CD and Two Hundred and Fifty Thousand Dollars (\$250,000.00) into a six (6) month CD with Univest Bank and Trust Co**. Tony seconded the motion and all voted yes.

The Authority directed Solicitor Cassidy to issue a letter of collection to the property owner of 555 Airport Road.

Sewer Operators Report presented by Noah Zimmerman

1. The Plant was within permit limits for September.
2. Sam Ringler Trucking hauled 110,000 gallons of bio-solids in September.
3. The hauled in waste was 520,550 gallons and \$15,496.50 revenue was received in September.
4. The Project 1 Valve Project Phase 3 Construction Total is \$32,468.52.

Engineer's Report presented by Dan Becker

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. The developer's consultant also needs to provide the PADEP Water Quality Management Permit Construction Certification to PADEP and the Authority certifying construction has been completed in accordance with the Permit.

2. ***The Landings at Garden Spot Reserve:*** Becker received revised record drawings and issued a review letter on December 28, 2021. Becker also completed a sanitary sewer facility site review with Authority staff and issued a punch list of items to be completed/corrected dated January 21, 2022. The developer provided a written response to the sanitary sewer punch list items and Authority staff confirmed that all punch list items have been adequately addressed. The developer needs to provide Record Drawings for review and complete the dedication documentation for consideration by the Authority.
3. ***Kinzer Avenue Pump Station Upgrade:*** Becker uploaded the PADEP Water Quality Management Permit (WQMP) Application to the PADEP website on August 3, 2022. Becker is scheduling a design review meeting with Noah to review the design including mechanical/electrical design. Becker will incorporate Authority comments into the bidding documents and provide a proposed bidding/construction schedule to the Authority. Becker continues to investigate possible grant sources for the project.
4. ***York Building Products:*** The Authority issued correspondence to York Building Products on February 17, 2022 outlining the required metering requirements. Becker provided BJ Baldwin with Authority specifications on April 27, 2022. Becker received a submission from BJ Baldwin on July 27, 2022 and issued review comments dated August 8, 2022. Becker received a resubmittal and provided review comments on October 7, 2022.
5. ***2023 Flow Projections to NHBA:*** Becker provided correspondence to New Holland Borough Authority on September 29, 2022 regarding anticipated 2023 wastewater flows.
6. ***Weaver Custom Woodworking/Tractor Supply:*** As a reminder, both properties are required to connect to the Authority's sanitary sewer facilities after the Robert Martin project sanitary sewer facilities are dedicated to the Authority. **Becker recently received the required Capacity Review and Request Application and recommended that the Authority grant 2 EDU's (500 gpd) of sanitary sewer capacity for this property.** Jim made a **motion to approve the capacity of 2 EDU's.** Tony seconded the motion and all voted yes.

Monthly Reporting Items

Project 1:

1. ***Monthly Flows to New Holland:*** Average daily flows for September: 41,940 gpd (compared to August's 40,755 gpd and July's 40,752 gpd).

Project 2/3:

1. ***MEMHP:*** Reported average daily flow for September: 11,485 gpd (compared to August's 11,847 gpd and July's 11,425 gpd).
2. ***GSV:*** Reported average daily flows for September: 93,259 gpd (compared to August's 48,377 gpd and July's 73,228 gpd). Average total daily flow for August was above the guaranteed 62,869 gpd, so no Guarantee of Capacity Fee assessed for September. Memory facility flows continue to be below the projected 11 EDUs.
3. ***Monthly STP flows:*** Reported average daily flows for September: 322,000 gpd (compared to August's 318,900 gpd and July's 307,000 gpd).

4. **Flows from WVA:** Average daily recorded flows for September: 128,790 gpd (compared to August's 157,853 gpd and July's 137,738 gpd).
5. **Connection and Permitting Tracking:** Four (4) new EDU connections in September. For 2022, a total of 7 EDUs were purchased for 7 properties (7 ETSA and 0 WVA EDUs).

The balances for the delinquent accounts were:

Project #1 - \$321.60
Project #3 - \$21,089.19

The September receipts were:

Project #1 - \$2,124.38
Project #3 - \$65,407.35

Jim made a **motion to approve the disbursements of checks #3425 - #3433 for Project 1 in the amount of \$24,931.66 and checks #7587 – #7610 for Project 3 in the amount of \$88,110.36.** Tony seconded the motion and all voted yes.

Meeting adjourned at 7:21 pm

Respectfully submitted,
Joy M Oberholtzer
Appointed Secretary/Treasurer