

Chairman Gene Neidermyer called the **February 9, 2023 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).

Jim made a **motion to approve the January 12, 2022 minutes with two (2) changes. The fourth (4<sup>th</sup>) paragraph should read “regularly scheduled ETSA monthly meeting at 6:37 pm”. Also the “Engineer’s Report presented by Dan Becker”**. Reade seconded the motion, and all voted yes.

Tony made a **motion to approve the Grinder Pump Easement & Maintenance Agreement with Tower Road Properties, 725 E Main Street, contingent upon a few revisions.** Jim seconded the motion and all voted yes.

Jim made a **motion to approve public bidding of the Kinzer Avenue Pumping Station Upgrade Project.** Reade seconded the motion and all voted yes.

Jim made a **motion to approve the 2022 Chapter 94 Report and authorize the submission to New Holland Borough Authority.** Tony seconded the motion and all voted yes.

The Authority reviewed Lapp Structures, 155 Jalyn Drive, Tri-S Management, 540 North Hollander Road, and Pellman’s Food, 122 North Shirk Road, ninety (90) days of daily meter readings. They agreed that they were within their purchased capacity and may discontinue taking daily meter readings.

There was a lien filed against 555 Airport Road on January 17, 2023.

Millcreek Mobile Home Park made a request to have their billing decreased by 139,900 gallons due to flushing the sewer line. Jim made a **motion to approve the request to have the bill reduced.** Reade seconded the motion and all voted yes.

Tony made a **motion to approve Spencer Beck’s Employee Leasing Agreement.** Jim seconded the motion and all voted yes.

Jim made a **motion to approve four (4) Sanitary Sewer Agreements with SOCO Enterprises: Naisianoi Lemaiyan, Anthony Strip and two (2) with Garden Spot Reserve.** Reade seconded the motion and all voted yes.

Tony made a **motion to approve Tri-S Management reimbursement agreement of four (4) EDU’s for Seven Hundred and Twenty Dollars (\$720.00).** Jim seconded the motion and all voted yes.

York Building Products, 828 East Earl Road, was discussed in detail. The Authority directed Joy to compose a letter to send to them requiring them to install two (2) sewer meters and a water meter to be able to monitor their usage. They have thirty (30) days to complete this. The letter shall then be reviewed and revised by Solicitor Cassidy.

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

1. The Plant was within permit limits for January.
2. Sam Ringler Trucking hauled 159,500 gallons of bio-solids in January.
3. The hauled in waste was 217,900 gallons and \$7,626.50 revenue was received in January.
4. The Project 1 Valve Project Phase 3 Construction Total is \$40,701.42.

## **Engineer's Report presented by Dan Becker**

1. ***Robert Martin Property Project:*** As part of the initial Record Drawing review, Becker noted 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 executed Agreement has been recorded. Final Record Drawings, including the easement recording information need to be submitted to the Authority.

The developer needs to provide the dedication documents, including the 18-month Maintenance Guaranty in the amount of \$31,589.25 to the Authority prior to consideration of dedication by the Authority.

2. ***Burkholder Trailer (Robert Martin Project Lots 4, 5 & 6):*** Authority staff completed construction observation of the sanitary sewer facilities and indicated that all sanitary sewer installation and testing is complete. Becker received sanitary sewer Record Drawings via email on January 17, 2023 and forwarded those drawings to Authority staff for review. This project cannot be closed out until the Robert Martin project sanitary sewer facilities are dedicated to the Authority.
3. ***Kinzer Avenue Pump Station Upgrade:*** Becker met with Noah on January 16, 2023 to review the design including mechanical/electrical design. Noah provided review comments and Becker is incorporating those comments into the bidding documents. Becker is on schedule to bid the project on February 22, 2023. Becker recommendeds that the Authority authorize public bidding of the Kinzer Avenue Pump Station Upgrade 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. The Authority Solicitor issued correspondence to York Building Products on January 17, 2023.
5. ***Frontier Fiber Optic Project:*** Becker provided DRAFT permit conditions to the Authority on May 26, 2022 to the Authority to include with the Township's permit. The Authority will require Frontier to post and escrow account in the amount of \$10,000 to compensate Authority for out of pocket costs associated with the project. Representatives from Frontier recently met with Authority staff and they were reminded of the Authority requirements.
6. ***Garden Spot Village Ranck Road Project:*** Becker received revised sanitary sewer design drawings via email on January 10, 2023. Becker will issue a review letter after Authority staff reviews the submittal.
7. ***NHBA Chapter 94 Report:*** Becker prepared the DRAFT Chapter 94 Report and will provide the report to the Authority in advance of the February Authority meeting. Becker recommendeds that the Authority approve the 2022 Chapter 94 Report and authorize submission to NHBA.
8. ***PADEP Chapter 94 Report:*** Becker will prepare the 2022 Chapter 94 Report for the Authority's review in advance of the March 2023 Authority meeting.
9. ***P1 Annual Tapping Fee Calculation:*** Becker provided the updated P1 Eastern Service Area and P1 Western Service Area annual tapping fee calculations to the Authority. Dan discussed the updated tapping fees and noted the maximum calculated tapping fee for P1 is \$7,265.00 for P1 Eastern Service Area is \$1,863.71. Dan mentioned that Bill will have updated Resolutions at the March 2023 Authority meeting.

10. ***P2/3 Tapping Fee Calculation:*** Becker will prepare the updated tapping fee calculation and provide to the Authority in advance of the March 2023 Authority meeting.

### Monthly Reporting Items

#### Project 1:

1. ***Monthly Flows to New Holland:*** Average daily flows for January: 43,027 gpd (compared to December's 42,013 gpd and November's 39,237 gpd). January flows include Eastern Service Area.

#### Project 2/3:

1. ***MEMHP:*** Reported average daily flow for January: 8,933 gpd (compared to December's 8,054 gpd and November's 12,876 gpd).
2. ***GSV:*** Reported average daily flows for January: 64,369 gpd (compared to December's 75,373 gpd and November's 90,140 gpd). Average total daily flow for January was above the guaranteed 62,869 gpd, so no Guarantee of Capacity Fee assessed for January. Memory facility flows continue to be below the projected 11 EDUs.
3. ***Monthly STP flows:*** Reported average daily flows for January: 331,700 gpd (compared to December's 335,800 gpd and November's 326,200 gpd).
4. ***Flows from WVA:*** Average daily recorded flows for January: 138,770 gpd (compared to December's 145,464 gpd and November's 141,510 gpd).
5. ***Connection and Permitting Tracking:*** One new EDU connections in January. For 2023, a total of 1 EDUs was purchased for 1 property (1 ETSA and 0 WVA EDUs).

The balances for the delinquent accounts were:

Project #1 - \$ 2,343.47

Project #3 - \$42,046.20

The January receipts were:

Project #1 - \$ 1,048.00

Project #3 - \$156,733.05

Jim made a **motion to approve the disbursements of checks #3458 - #3466 for Project 1 in the amount of \$28,047.79 and checks #7688 – #7706 for Project 3 in the amount of \$76,652.45.** Reade seconded the motion and all voted yes.

Meeting adjourned at 7:32 pm

Respectfully submitted,

Joy M Oberholtzer

Appointed Secretary/Treasurer