

Solicitor Cassidy called the **January 10, 2019 Re-organization meeting** of the **Earl Township Sewer Authority** to order at 6:36 p.m. Present were Gene Neidermyer, Jim Leonard, Floyd Grove, Earl Kenepp. Also, present were Patrick Kidd (Operator), Gary Martin (Engineer), William Cassidy (Solicitor).

Solicitor Cassidy asked for nominations for the following officers:

Chairman: Earl **nominated Eugene Neidermyer**, Floyd seconded and all voted yes.

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

Secretary/Treasurer: Jim **nominated Earl Kenepp**, Floyd seconded and all voted yes.

Assistant Treasurer: Gene **nominated Floyd Grove**, Earl seconded and all voted yes.

Assistant Secretary: Floyd **nominated Tony Gay**, Jim seconded and all voted yes.

Appointed Secretary/Treasurer: Jim **nominated Linda Marburger**, Gene seconded and all voted yes.

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

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

Engineer: Jim made a **motion to appoint Gary Martin of Becker Engineering LLC**, Floyd seconded and all voted yes.

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

Depositories: Floyd made a **motion to approve BB&T, Ephrata National Bank, PLGIT, PNC Bank, and Coatesville Savings Bank**, Gene seconded and all voted yes.

Jim made a **motion to approve the 2019 mileage reimbursement rate at Fifty Eight Cents (\$0.58) per mile for personal vehicle usage**. Gene seconded the motion 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 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 6:42 pm.

Jim made a **motion to approve the December 13, 2018 minutes**, Floyd seconded the motion and all voted yes.

Tim Strausser, Stausser Surveying presented a Plan Submittal for the Daniel Blank sewer project on New Holland Road. The Plan will be reviewed by Gary Martin Engineer and the ETSA Operators for design approval. The Authority informed Mr. Strausser that the construction of the project will be at the cost of Mr. Blank and will require inspection from the ETSA operators.

Jim made a **motion to approve the capacity of eleven (11) EDUs for GSV Memory Care Facility, 448 South Kinzer Ave contingent on the Service Agreement being amended**. Floyd seconded the motion and all voted yes.

Linda reported on the ninety (90) days of daily readings from the YMCA. The spikes in readings were due to an employee error. The pool fill valve was left on without informing next shift. Also, the spiked readings were due to back washing the filter to refill the pool. Gary noted a new business has gone in at the YMCA, A Physical Therapy business is now located in this facility. The Authority directed Bill to look at the Ordinance and report back how the Authority should proceed.

The Authority directed Linda and Jerry to send a letter to J&A at 210 Commerce Drive with instructions for vacating the property with proper sewer treatments. The ETSA Operator will perform an inspection when production is closed. The Authority also directed J&A to provide weekly meter readings after production is ceased until the facility is entirely vacant.

Jim made a **motion to approve the EDU's allocating of two (2) of the three (3) Hollander Properties EDUs to Hollander Auto Repair, 525 Hollander Road from the three (3) EDUs purchased and allocated for this property, with the understanding that ninety (90) days of daily meter readings will need to be taken upon occupancy.** Floyd seconded the motion and all voted yes.

Gary presented a Notice of Termination for Stormwater NPDE Permit for execution. Floyd made a **motion to sign the Notice of Termination for Stormwater NPDES Permit.** Jim seconded the motion and all voted yes.

Gary submitted eligible Tapping Fee versus current fee for review and consideration. After a discussion, Jim made a **motion to approve amending the Tapping Fee rate for Project 1 to Six Thousand One Hundred Dollars (\$6,100.00) per EDU, effective today.** Floyd seconded the motion, and all voted yes

The Authority directed Solicitor Cassidy to file a lien on 555 Airport Road, New Holland for the new delinquency in the amount of Eight Hundred Forty Nine Dollars and Seven Cents (\$849.07).

Solicitor Cassidy and Gary presented The Ephrata National Bank (ENB) loan Amortization schedule to be approved by the Authority. Earl made a **motion to approve the, (ENB) Amortization schedule as it was presented.** Floyd seconded the motion, and all voted yes.

Solicitor Cassidy presented an Engagement Letter for PFM Financial Advisors LLC (PFM) to act as financial advisor to ETSA. Floyd made a **motion to except and sign the Engagement Letter from PFM as financial advisors.** Earl seconded the motion and all voted yes.

WWTP UPGRADE:

Linda reported that the WWTP expenses paid to date total Ten Million One Hundred Seventy Two Thousand Six Hundred Thirty Six Dollars and Thirty Eight Cents (\$10,172,636.38). WVA was invoiced for their share of the December 2018 upgrades to the WWTP, in the amount of One Thousand Eight Hundred Sixty Three Dollars and Sixty Two Cents (\$1,863.62). Reimbursements to date total Three Million Eight Hundred Ninety Thousand, One Hundred Sixty Eight Dollars and Sixty Eight Cents (\$3,890,168.68).

MANHOLE REHAB:

Linda reported that the Manhole Rehab expenses paid to date total Six Hundred Fifty Eight Thousand Seven Hundred and Four Dollars and Twelve Cents (\$658,704.12). WVA was invoiced the amount of Five Hundred Ninety Four Dollars and Ninety Seven Cents (\$594.97) for their share of the December 2018 Manhole Rehab expenses. WVA reimbursed to date the total of Two Hundred Eighty Four Thousand Six Hundred Sixty Dollars and Seventeen Cents (\$284,660.17).

Sewer Operators Report presented by Patrick Kidd:

1. The plant effluent was within all permit limits for December.
2. Sam Ringler hauled 110,000 gallons of bio-solids in December.

Engineer's Report presented by Gary Martin:

1. **2017 Manhole Rehab Project:** Waiting for contractor and manufacturer response on manhole base remedy. An invoice for the cost sharing of the televising and cleaning will be sent to Fidelity in the amount of One Thousand Six Hundred Fifty Dollars. (\$1,650.000)

2. **The Landings at Garden Spot Reserve:** Record Plans – we have notified the developer of the Authority’s desire to have the Record Plans completed while the information is still fresh for the contractor. Nothing received as of this meeting.
3. **Robert Martin Property:** Conceptual low-pressure system layout received on January 7, 2019 and will be reviewed for the February Authority meeting. Developer has requested work session meeting to discuss layout. There appears to be provisions for service to all properties in Eastern Service Area.
4. **Keshav Krupa LLC (former Newhall, RealMarq or Menno Hoover Property):** Still waiting for water line and gas line issues to be resolved before project will move forward. Received call on January 8, 2019 from Consultant for Developer with questions on sewer details and water guaranteed EDUs. It appears that the property may still be used for Dunkin Donuts and now possibly “medical office”.
5. **Chapter 94 Submittals:** To start this month for reports to both NHBA and DEP.
6. **Information for Auditor:** Compilation of flows, EDUs and connections for Auditor to be compile in next month or so.

Monthly Reporting Items

Project 1:

1. **Monthly Flows to New Holland:** Average daily flows for December: 41,300 gpd (compared to November’s 43,600 gpd and October’s 43,300 gpd).

Project 2/3:

1. **MEMHP:** Average daily flow for December: 13,400 gpd (compared to November’s 16,200 gpd and October’s 20,400 gpd). Park has been sold.
2. **GSV:** Average daily flows for December: 60,900 gpd (compared to November’s 60,800 gpd and October’s 58,900 gpd). Average daily flow below guaranteed 62,869 gpd so \$586.63 Guarantee of Capacity Fee assessed for December.
3. **Monthly STP flows:** Reported average daily flows for December: 325,000 gpd (compared to November’s: 333,700 gpd and October’s 330,100 gpd).
4. **Flows from WVA:** Average daily recorded flows for December: 116,100 gpd (compared to November’s 131,800 gpd and October’s 145,500 gpd).
5. **Former Limited Connection Plan Tracking:** Zero (0) permits issued in December. For 2018 a total of 15 EDUs were permitted for 10 different properties

The balances for the delinquent accounts were:

Project #1 - \$ 1,704.36
 Project #3 - \$ 17,965.08

The December receipts were:

Project #1 - \$ 30,866.35
 Project #3 - \$ 138,294.52

Earl made a **motion to approve the disbursements of checks #3096 - #3102 for Project 1 in the amount of \$12,848.22 and checks #5689 – #5718 for Project 3 in the amount of \$73,375.36.**

Floyd seconded the motion and all voted yes.

Meeting adjourned at 8:22 p.m.

Respectively submitted,

Linda A. Marburger, Appointed Asst. Secretary/Treasurer