



BOARD MEETING MINUTES MARCH 26, 2024

The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Tuesday, March 26, 2024 at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

Those in attendance were as follows:

Members: Daniel Becker, Samuel Weaver, Edward Nevling, David Lutz and Richard Shober
(Absent: Gerald DeBalko, J. Bradford Fichthorn, June Kinback and Noah Zimmerman)
Solicitor: Absent
Engineer: Adam Smith, CDM Smith
ECTA Staff: Scott Carl, Sr., Kenneth Spitler, Michael Galley, Tyler Pannebecker and Lisa Shaw
Visitors: Fred Heim and Shane Burrige, Hammer Creek Holdings, LLC
Randy Dautrich, Dautrich Engineering
David Bush, Keystone Alliance Consulting, Inc.
Michael Nix, Denver PA

Chairman Daniel Becker called the meeting to order at 7:00 p.m.

MINUTES: Minutes of the monthly meeting held on February 27, 2024 were approved as presented on motion by David Lutz, second by Samuel Weaver, and carried unanimously.

RECOGNITION OF VISITORS/PUBLIC COMMENT:

PROPOSED 251 NORTH REAMSTOWN ROAD SUBDIVISION: Fred Heim with Hammer Creek Holdings, LLC asked the Board to reconsider their decision made at the February 27, 2024 meeting to require Hammer Creek to extend the 8-inch water main to the farthest end of the subdivision in accordance with ECTA's Construction Specifications. After discussion, the Board upheld their decision.

WATER & SEWER TAPPING FEE STUDIES: David Bush with Keystone Alliance Consulting presented the Board with the draft water and sewer tapping fee calculation studies. ECTA's current water and sewer tapping fees have been in effect since March 1, 2008. The results of the calculation studies per Act 57 of 2003 justify increasing ECTA's water tapping fee to \$5,795.88 and the sewer tapping fee to \$8,373.42. ECTA is justified in increasing to these fees or any lesser amount. This topic will be discussed more during New Business.

TREASURER'S REPORT (see attached): Accountant Lisa Shaw reviewed the February 2024 financial reports. The reports were approved as presented subject to audit.

MONTHLY CAPACITY REPORTS (see attached): The February 2024 Monthly Capacity Reports were approved as presented on motion by Samuel Weaver, second by Edward Nevling, and carried unanimously.

ADMINISTRATOR'S UPDATE: A complete copy of the update is on file in the Authority Office. Administrator Scott Carl, Sr. discussed the following from his update:

WELL 10 (DENVER ROAD) TRICHLOROETHYLENE (TCE) TREATMENT PROJECT: The next required TCE quarterly sampling is in April 2024.

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WELLS 4 & 12 ABANDONMENT: A meeting with the property owner will be scheduled in the coming months to discuss the possible options regarding the current ECTA property and easements.

SCADA & CONTROLS SYSTEM: Project close out has been completed with Keystone Engineering Group. Administrator Carl approved Keystone's final Application for Payment (held since December 2023) in the amount of \$12,375.00, and it is part of ECTA's March 26, 2024 invoices to be paid for approval at tonight's meeting. Keystone has provided a one (1) year warranty on the project.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: Construction Progress Meeting No. 8 was held on March 12, 2024. The sewer main installation portion of the overall construction contract is estimated at 76% complete, and the water main installation portion is estimated at 69% complete. ECTA continues to update the status of the project on their website, and every customer complaint/comment continues to be addressed. CDM Smith and Administrator Carl recommend payment of AH Moyer's Application for Payment No. 9 (Water Project) in the amount of \$76,059.00 and Application for Payment No. 9 (Sewer Project) in the amount of \$266,127.28. They are part of ECTA's March 26, 2024 invoices to be paid for approval at tonight's meeting.

STEVENS ROAD PENNDOT BRIDGE REPLACEMENT/WATER MAIN RELOCATION: CDM Smith's as-built drawings remain outstanding. Reconciliation discussions with PennDOT on the final project costs and the 75/25 split are still outstanding.

STEVENS PUMPING STATION EXPANSION: CDM Smith's as-built drawings remain outstanding. Administrator Carl prepared and emailed a letter to ECTA's PPL engineering contact stating ECTA's position as a result of ECTA's site investigations as well as reports received and testing performed by the pump/VFD manufacturer and ECTA's electrical contractor. PPL will be installing another power monitor.

WATER TREATMENT PLANT (WTP) FILTER & PIPE REPAINTING: On-site work has been completed nearly two months ahead of the Final Completion date of May 5, 2024. A final punch list inspection was performed March 8, 2024, and project close out has been deemed acceptable. A one (1) year warranty is in place through March 9, 2025. Administrator Carl and Entech Engineering approved Thomas Industrial Coating's Application for Payment No. 1/Final in the amount of \$97,940.00, and it is part of ECTA's March 26, 2024 invoices to be paid for approval at tonight's meeting.

RE-PERMITTING WELL 2A: GeoServices submitted a request for a six-month operational testing plan to determine viable operational options that could justify ECTA's withdraw request, and it was approved by SRBC. ECTA has started with the operational testing at a flow rate of 120 GPM.

PRIVATE WELLS: ECTA will continue to work towards the abandonment of more private well locations as time allows.

WICU'S PROPOSED KALAS WAREHOUSE EXPANSION & INDUSTRIAL WAY/KURTZ ROAD WATER LINE LOOP: Administrator Carl notified the project's engineer of the Board's decision to grant WICU's variance request from ECTA's Rates, Rules and Regulations of one lateral per property, as long as certain requirements are met and an agreement be put in place and fully executed to cover those requirements. On March 19, 2024, ECTA received a plan submittal from WICU; however, that submission is being held until the fully-executed project conditions agreement is received from WICU.

INGHAM'S POWDER COATING: The previously submitted Capacity Review & Request Application for the proposed building expansion project has now been transferred from CDM Smith (as no action was

taken) to Entech Engineering for review. An Administrative Escrow Agreement for Miscellaneous Projects was presented to the Board for their approval.

- Richard Shober made a motion to accept and execute the Administrative Escrow Agreement for Miscellaneous Projects with KBKK Real Estate for a non-residential property modification project at Ingham's Powder Coating located at 22 Industrial Way, Denver, PA involving the expansion of the existing building and modification to its facilities; second by David Lutz; and carried unanimously.

SOURCE WATER PROTECTION PROGRAM (SWP): Michael Galley continues to manage the overall SWP program and ECTA's NFWF grant project. ECTA continues to coordinate proposals with PennDOT-approved contractors for the "watershed signage" project. The Annual SWP Plan Update Certification to DEP was submitted on February 27, 2024.

LANCASTER COUNTY WATERSHED ACADEMY GRANT: ECTA received the "final design" package for the revised stormwater outfall at Well 10, and an on-site pre-construction meeting is scheduled for March 27, 2024.

PENNVEST FUNDING (MEADOWBROOK): Both Water Request for Reimbursement No. 3 and Sewer Request for Reimbursement No. 3 totaling \$391,785.03 were approved and received.

KURTZ ROAD WATER MAIN REPLACEMENT PROJECT: Entech prepared and issued a Notice to Proceed to RIII Construction, Inc. on March 8, 2024 with a substantial completion date of August 8, 2024 and final completion date of September 9, 2024. A pre-construction meeting is scheduled for April 3, 2024.

PENNVEST PROGRAMMATIC FUNDING (KURTZ ROAD): Loan closing is scheduled for March 27, 2024.

WELL F/WABASH RETENTION BASIN SINKHOLE: ECTA received the formal letter and report from DEP documenting that Well F is now under the influence of surface water and cannot be put back online until appropriate treatment processes are in place for handling surface water. WATEK is preparing a design proposal. On March 14, 2024, ECTA and GeoServices issued a request letter to DEP for consideration of a re-purge process and subsequent MPA re-test. ECTA awaits their response.

GRANT APPLICATIONS: ECTA awaits a response to the three grant applications that were submitted to the Pennsylvania Department of Community and Economic Development (DCED)'s Statewide Local Share Account program. Determination is not expected until late Summer/early Fall 2024.

WATER TANK EVALUATIONS (TANK #1, TANK #2 & TANK #3): The final reports from MBA (the tank inspector) and Entech are expected by April 5, 2024.

ENTECH ENGINEERING: Entech provided an Engineer's Report giving an update on the projects Entech is currently working on.

COCALICO SCHOOL DISTRICT FUEL SHARING CONTRACT: ECTA awaits the School District's fully-executed Contract.

2023 AUDIT: Brown Schultz Sheridan & Fritz (BSSF) will return to the ECTA office on April 15 & 16, 2024 to continue their audit work.

CARRIAGE HILL PHASES 3 & 4: A Certificate of Satisfactory Construction was previously issued on June 1, 2021. All outstanding punch list inspection items have now been addressed to the Authority's satisfaction. An Easement Agreement as well as a Maintenance Bond in the amount of \$69,530.24, representing 15% of the final approved cost of construction, have been reviewed and approved by ECTA, Solicitor Dowd and Engineer Smith. Administrator Carl recommended execution of the Easement Agreement and requested the Board's approval to begin this project's 18-month warranty period.

- Samuel Weaver made a motion to begin on March 26, 2024 the 18-month warranty period for construction of water and sanitary sewer facilities associated with the Carriage Hill Phases 3 & 4 Development project located in Stevens, PA; to extinguish the current Subdivision Bond in the amount of \$89,184.15; to accept the new Maintenance Bond in the amount of \$69,530.24 representing 15% of the actual cost of construction; and to execute the Carriage Hill Phases 3 & 4 Development Project Easement Agreement; second by Richard Shober; and carried unanimously.

EARTH, TURF & WOOD: Administrator Carl requested the Board's approval to begin this project's 18-month warranty period and to reduce their cash in lieu of a Letter of Credit from \$4,198.00 to \$629.70 (15% of the approved cost of construction) to be held, along with the Administrative Escrow, until the end of the 18-month warranty period.

- David Lutz made a motion to begin on March 26, 2024, the 18-month warranty period for the Earth, Turf and Wood water and sanitary sewer lateral commercial project located at 188 North Reamstown Road, Denver, PA, and to reduce their cash in lieu of a Letter of Credit from \$4,198.00 to \$629.70 (15% of the approved cost of construction) to be held, along with the Administrative Escrow, until the end of the 18-month warranty period; second by Edward Nevling; and carried unanimously.

UPCOMING AND PROPOSED PROJECTS: Currently, a total of 52 development/residential/non-residential projects are in the queue, with 21 being actively worked on in some phase of the project and eight projects in the warranty phase.

PERSONNEL COMMITTEE: A Personnel Committee meeting was held on March 26, 2024 to discuss the succession planning process and related personnel items.

SUPERINTENDENT'S UPDATE: A complete copy of the update is on file in the Authority Office. Superintendent Kenneth Spitler discussed the following from his update:

WATER TREATMENT PLANT CLEAN-IN-PLACE (CIP) PROCESS: ECTA staff are performing the CIP procedure on skid 2 of nanofilters.

ENGINEER'S UPDATE: A complete copy of the update is on file in the Authority Office. Engineer Adam Smith discussed the following from his update:

WATER SYSTEM MODELING: With ECTA not pursuing Tank #4 improvements at this time, CDM Smith is finalizing the summary memorandum of efforts for delivery to and review by ECTA.

STEVENS ROAD PENNDOT BRIDGE REPLACEMENT/WATER MAIN RELOCATION: CDM Smith's as-built drawings remain outstanding. Engineer Smith stated they are in the process of being drafted.

WATER TREATMENT PLANT (WTP): In January 2024, a leak in the WTP roof caused damage to a chlorine and ventilation control panel. This panel was found to be redundant by Berkshire Systems

Group. CDM Smith is investigating the requirements/recommendations around the necessity for this system.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: Engineer Smith presented and explained the breakdown of Change Order No. 2 costs submitted by AH Moyer, Inc. for water-related work in the amount of \$22,922.73 and sewer-related work in the amount of \$373,648.92 for a total combined amount of \$396,571.65. Engineer Smith recommended payment of Change Order No. 2. After discussion, the Board made the following motion:

- Richard Shober made a motion to approve AH Moyer, Inc. Change Order No. 2 for water-related work in the amount of \$22,922.73 and Change Order No. 2 for sewer-related work in the amount of \$373,648.92 for a total combined amount of \$396,571.65, second by Edward Nevling, and carried unanimously.

WATER & SANITARY SEWER CONSTRUCTION SPECIFICATIONS: CDM Smith is working with ECTA staff on updating the construction specifications. The previous update occurred in February 2019. Engineer Smith expects to submit a draft to ECTA in early April 2024 for review.

VILLAGE AT EAST COCALICO: The second revision of the drawings received on February 26, 2024 were approved by CDM Smith on March 8, 2024.

SWARTZVILLE ROAD/GRANDE DEVELOPMENT (PREV FOX BROOKE): CDM Smith provided the draft evaluation of the receiving interceptor to ECTA for review on March 25, 2024.

BLACK HORSE WAREHOUSE/PURECYCLE: It was discovered that the proposed water usage for fireline flushing was substantial and caused concern for ECTA's water availability for normal or emergency usage. CDM Smith and ECTA staff came up with guidelines for the developer to use during the testing. Those guidelines were presented to the Board at tonight's meeting. Because of the impact the fireline testing will have on ECTA's water system, the Board rejected those guidelines. The Board directed Engineer Smith to inform the developer that the project can only use the water/sewer capacity that has been allocated to them; and if they need to use more than that, the developer will need to install a water tank to make up the difference. The Board also asked Engineer Smith to find out what the water usage of the fire suppression system will be.

TWO COUSINS PIZZA: Methodology for the creek crossing as permitted by DEP is a jack and bore casing pipe with 6-inch internal carrier pipe. An on-site pre-construction meeting was held on March 12, 2024. The work and submittals are all approved, and the project is proceeding with construction.

ROAD RESTORATION: Chairman Becker informed the Board that the ECT Board of Supervisors just passed an Ordinance giving the Roadmaster and Township Manager sole discretion to decide the road restoration method for any project done within the Township. Considering the Meadowbrook Estates development has not been paved for many years, Chairman Becker warned the Board that the road restoration costs for the Meadowbrook Area Water & Sanitary Sewer Project could now be very costly to the Authority. Administrator Carl said he notified the Township that Lynda Drive was in extremely poor condition prior to the project work starting.

SOLICITOR'S UPDATE: Solicitor Lucy Dowd did not attend the meeting, and no update was provided.

INVOICES (see attached): Bills included on the March 26, 2024 ECTA invoice listing were approved for payment on motion by David Lutz, second by Samuel Weaver, and carried unanimously.

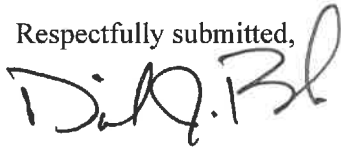
NEW BUSINESS:

WATER & SEWER TAPPING FEES: Based on the tapping fee studies presented earlier in the meeting, the Board discussed increasing the water and sewer tapping fees to the maximum allowable or any lesser amount. A general consensus was reached to utilize a slightly lesser amount for both fees. The Board will make a final determination on the new fees and approve them by Resolution at the next Board meeting. It was also decided that the tapping fees will be evaluated a minimum of every three years.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 8:44 p.m. to discuss potential legal issues and personnel matters. At 9:15 p.m., Chairman Becker adjourned the Executive Session and reconvened the public meeting. No action was taken during the Executive Session.

Since there was no further business to come before the Board, David Lutz made a motion to adjourn the meeting at 9:16 p.m., second by Edward Nevling, and carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "D.J. Becker", written over the typed name.

Daniel J. Becker
Chairman

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