

EAST COCALICO TOWNSHIP AUTHORITY
MEETING MINUTES
JULY 9, 2020

The regular, monthly meeting of the East Cocalico Township Authority was held on Thursday, June 11, 2020, in the Township Municipal Building, 100 Hill Road, Denver, PA 17517.

Those in attendance were as follows:

Members: Daniel Becker, Samuel Weaver, Edward Nevling, David Lutz, J. Bradford Fichthorn, Raymond Wolf, Richard Shober and June Kinback (Absent: Gerald DeBalko)
Solicitor: Absent
Engineer: Rachel Kirkham, CDM Smith
Administrator: Terry Reber
Employees: Kenneth Spitler and Jodie Eberly
Visitors: Scott Carl, Sr.
Benjamin Reid, Eckert Seamans

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

MINUTES: Minutes of the monthly meeting held on June 11, 2020, were approved as presented on motion by David Lutz, second by Samuel Weaver, and carried unanimously.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 7:02 p.m. to discuss a personnel matter. At 7:10 p.m. Chairman Becker adjourned the Executive Session and reconvened the public meeting. No action was taken during the Executive Session. The following motion was then made during the public meeting:

- Edward Nevling made a motion to hire Scott M. Carl, Sr. as Authority Administrator with a starting date of July 13, 2020, following the wage and benefit package presented by the Personnel Committee and contingent on negative drug and alcohol tests, second by Richard Shober, and carried unanimously.

Chairman Becker introduced Scott Carl, Sr. and welcomed him as the new Authority Administrator.

RECOGNITION OF VISITORS/PUBLIC COMMENT:

REFINANCING WATER REVENUE NOTE SERIES OF 2017: ECTA's Bond Counsel, Benjamin Reid with Eckert Seamans, presented and reviewed with the Board the most recent term sheet from JPMorgan Chase. After discussion, the Board did not find the terms and conditions of lending to be acceptable. Because of this, the Board chose not to move forward with any of the refinancing options at this time and rescinded Resolution No. 2020-06-11, which was approved at last month's meeting.

- On motion by David Lutz, second by Raymond Wolf, and carried unanimously, the motion to approve and execute Resolution No. 2020-06-11 refunding and retiring Water Revenue Note, Series of 2017 with Water Revenue Note, Series of 2020 with a maximum principal amount of \$2,705,000 after applying an additional amount not to exceed \$2,000,000 from the sewer fund toward the refunding project was rescinded.

The Board instructed Mr. Reid to ask Scott Kramer with RBC Capital Markets LLC to solicit other proposals from other banks based on the terms the Board would find acceptable.

TREASURER'S REPORT (see attached): Administrator Terry Reber reviewed the June 2020 financial reports. The reports were approved as presented subject to audit.

MONTHLY CAPACITY REPORTS (see attached): The June 2020 Monthly Capacity Reports were approved as presented on motion by J. Bradford Fichthorn, second by Richard Shober, and carried unanimously.

ADMINISTRATOR'S UPDATE: A copy of the update is on file in the Authority Office. Administrator Terry Reber reported on the following:

ROUTINE VOC SAMPLE EXCEEDENCE AT WELL 10: Administrator Reber was instructed by the Board to get proposals for treatment alternatives to help mitigate the higher than expected trichloroethane (TCE) levels at Well 10. Administrator Reber contacted Dale Kopp at ARRO Consulting to research various alternatives which will be presented to the Board at a later date and budgeted for the year 2021.

2019 AUDIT MEETING: A review of the 2019 audit was conducted via Zoom on June 23, 2020.

WATER USAGE OF MONTHLY CUSTOMERS DURING COVID-19 PANDEMIC: Administrator Reber presented the Board with a spreadsheet showing monthly water usage from June 2019 to June 2020 for the Authority's monthly commercial, industrial, and residential customers. The overall increase in water usage for the Authority's monthly customers comparing June 2020 and June 2019 was 1,894,000 gallons or 22.8% which equals \$12,974.00 in additional water revenue.

RED RUN EXHAUST OF REAMSTOWN: Kendal Burkholder, owner of Red Run Exhaust of Reamstown, submitted a Capacity Review and Request Application along with the \$500.00 Administrative Review fee. Also submitted was a Short Form Developer's Agreement along with Administrative Escrow in the amount of \$7,000.00 for construction of a water lateral along North Reading Road and a sanitary sewer lateral along Stony Run Creek for a new automotive repair shop at 1313 North Reading Road (located between Eagle Rental and Lanco Wash and Shine).

- Samuel Weaver made a motion to accept and execute the Short Form Developer's Agreement between the East Cocalico Township Authority and Kendal L. Burkholder for construction of new water and sanitary sewer laterals at the Red Run Exhaust of Reamstown building project, second by J. Bradford Fichthorn, and carried unanimously.

MUNICIPAL – AUTHORITY WORK TRUCK: On July 20, 2020, the Authority will begin an online auction through the Municibid website to sell the 2005 GMC Sierra 1500 work truck. The auction will end on August 5, 2020. As required, an ad was published in the July 8, 2020 edition of the Ephrata Review. There is no charge to the Authority to sell the truck on the Municibid website. The successful bidder must pay Municibid a fee equal to 9.00% of the purchase price.

DISPOSAL OF RECORDS: The Board was presented with a Resolution authorizing staff to destroy old general financial and billing records from 2012 in accordance with the Municipal Records Manual approved December 16, 2008, and amended March 28, 2019.

- June Kinback made a motion to approve and execute Resolution No. 2020-07-09 authorizing disposal of Authority records as set forth in the Municipal Records Manual approved on December 16, 2008 and amended March 28, 2019, second by Samuel Weaver, and carried unanimously.

SUPERINTENDENT'S UPDATE: A copy of the update is on file in the Authority Office. Superintendent Spitler reported on the following:

HEATHERWOODS PHASE 3: Two of the 24 1-¼" water laterals installed in Phase 3 of the Heatherwoods development have leaked and were repaired by the developer. The 18-month warranty period has not begun. Superintendent Spitler suggested the Authority consider updating the Construction Specifications to allow other types of material for these laterals. This item will be discussed at the next Water Committee.

ENGINEER'S UPDATE: A copy of the update is on file in the Authority Office. Engineer Rachel Kirkham reported on the following:

WELL M DEVELOPMENT: The proposed bid date for Well M is July 22, 2020 with bid opening on August 12, 2020. CDM Smith attended the Watek WTP project meeting on June 17, 2020 to discuss the overall sequence of the two projects. The WTP portion of the project will proceed once the Well M pump is operational and testing can be completed, and if the test results confirm the well is not under the influence of surface water, then the WTP project would be publicly bid.

GEHMAN BASIN I&I INVESTIGATION: Snyder Environmental provided the majority of the punchlist data, but there are still a few outstanding items.

Payment Application No. 5 was submitted by Snyder Environmental in the amount of \$13,462.85 which was approved by CDM Smith and recommended for payment. This Payment Application is included on the Invoices to be Paid listing.

The draft tech memo was revised based on initial comments from ECTA and resubmitted on July 8, 2020. A few of the lateral and manhole results are still outstanding. Once the final comprehensive set of data is received from the contractor, as well as further input from ECTA, the memo will be updated with final recommendations.

STEVENS PUMPING STATION EXPANSION: PADEP finished their initial review and expects to issue the Water Quality Management (WQM) Permit in about a month. The waiver request for land development planning is to be presented to the ECT Board of Supervisors at their July 16, 2020 meeting. Chairman Becker instructed Engineer Kirkham to move forward with bidding instead of waiting for the comments from the Township since their comments will not be regarding design modifications.

WABASH LANDING PHASE 2: CDM Smith coordinated with the ECTA Administrator and Solicitor, as well as Township staff, to provide a response to the developer's engineer indicating that water and/or sanitary sewer work shall not commence prior to final plan approval and the completion of all required administrative items.

HEATHERWOODS PHASE 3: Two manholes were installed in Phase 3 without required lining. Although a PVC manhole lining system submittal was approved on June 11, 2020, the contractor is planning to resubmit a proposal from another company, Alternative Lining Technologies, to line the manholes.

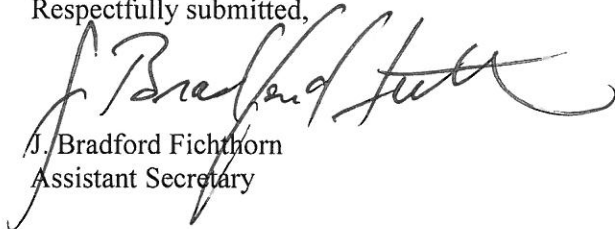
SOLICITOR'S UPDATE: With the absence of Solicitor Lucy Dowd, there was no update.

INVOICES (see attached): Bills listed on ECTA Invoices to be Paid were approved for payment on motion by David Lutz, second by Samuel Weaver, and carried unanimously.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 8:10 p.m. to discuss a potential litigation issue. At 9:01 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, Samuel Weaver made a motion to adjourn the meeting at 9:04 p.m., second by David Lutz, and carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Bradford Fichthorn". The signature is fluid and cursive, with a large initial "J" and a long, sweeping underline.

J. Bradford Fichthorn
Assistant Secretary

jae