

EAST COCALICO TOWNSHIP AUTHORITY
MEETING MINUTES
FEBRUARY 13, 2020

The regular, monthly meeting of the East Cocalico Township Authority was held on Thursday, February 13, 2020, in the Township Municipal Building, 100 Hill Road, Denver, PA 17517.

Those in attendance were as follows:

Members: Daniel Becker, Samuel Weaver, Gerald DeBalko, Edward Nevling, David Lutz,
J. Bradford Fichthorn, Richard Shober and June Kinback (Absent: Raymond Wolf)
Solicitor: Lucy Dowd, Lucy Dowd Law
Engineer: Rachel Kirkham, CDM Smith
Administrator: Terry Reber
Employees: Kenneth Spitler, Tyler Pannebecker, Jodie Eberly
Visitors*: None
*Only visitors who signed in are listed.

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

MINUTES: Minutes of the monthly meeting held on January 9, 2020, were approved as presented on motion by David Lutz, second by Samuel Weaver, and carried unanimously.

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

MONTHLY CAPACITY REPORTS (see attached): The January 2020 Monthly Capacity Reports were approved as presented on motion by Richard Shober, second by Gerald DeBalko, 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:

GARDEN SPOT FRAME & ALIGNMENT: The Authority's administrative requirements for the Garden Spot Frame & Alignment project at 2275 North Reading Road have been satisfactorily completed. The work has passed Authority inspection and there are no outstanding invoices. The Authority is holding a letter of credit in the amount of \$13,420.00 to guarantee construction of the water and sanitary sewer infrastructure and a total of \$15,000.00 in water and sewer administrative escrow. The Authority will continue to hold 15% of the letter of credit until the end of the 18-month warranty period along with any balance of administrative escrow. The property owner is also requesting the Authority approve a reduction of their administrative escrow.

- Samuel Weaver made a motion to begin on February 13, 2020, the 18-month warranty period for water and sanitary sewer construction at Garden Spot Frame & Alignment Services, Inc. at 2275 North Reading Road and to reduce the BB&T Letter of Credit No. 9600058336/00011 from \$13,420.00 to \$2,013.00 representing 15% of the cost of construction, second by J. Bradford Fichthorn, and carried unanimously.
- Gerald DeBalko made a motion to reduce the water and sewer administrative escrow for Garden Spot Frame & Alignment Services, Inc. at 2275 North Reading Road from a total of \$15,000.00 to \$2,500.00, second by Edward Nevling, and carried unanimously.

TANK #4 (313 PFAUTZ HILL ROAD): Taking Tank #4 out of service is one of the options listed in the Tank #4 Feasibility Study. The Board was presented with a Professional Services Agreement from ARRO Consulting, Inc. to conduct flow tests to help determine the impact to the Authority's water system if Tank #4 is taken out of service. The not to exceed fee for this testing and the subsequent report is \$3,600.00.

- Richard Shober made a motion to approve ARRO Consulting's Professional Services Agreement with a not-to-exceed fee in the amount of \$3,600.00 to conduct flow testing and report preparation to determine the impact to the Authority's water system if water storage Tank #4 located at 313 Pfautz Hill Road is taken out of service, second by Samuel Weaver, and carried unanimously.

RT 272 & CHURCH STREET WATER MAIN REPLACEMENT PROJECT: The Rt. 272 and Church Street water main replacement project is complete except for final pavement restoration scheduled to take place in the Spring of this year. Payment Application No. 3 has been submitted by A.H. Moyer, Inc. in the amount of \$50,117.44. ARRO Consulting recommends the Authority approve this payment, which is included on the Invoices to be Paid listing. A.H. Moyer also submitted Change Order No. 3 in the amount of \$8,421.00 which ARRO Consulting recommends the Authority approve for payment. The Authority will hold the project's final payment of \$10,139.62 until pavement restoration is completed in the Spring.

- David Lutz made a motion to approve A.H. Moyer, Inc. Change Order No. 3 for the Rt. 272 & Church Street Water Main project in the amount of \$8,421.00, second by J. Bradford Fichthorn, and carried unanimously.

VEHICLE & EQUIPMENT STORAGE GARAGE: During the second week of January, ground was broken on the Authority's garage project at the water treatment plant. Since then the footers and concrete foundation work has been completed along with backfilling. Amric Construction, Inc. has submitted Payment Application No. 1 for work completed through January 24, 2020 in the amount of \$29,610.45 which ARRO Consulting recommends for payment. This Payment Application is included on the Invoices to be Paid listing.

2019 AUDIT: On January 16, 2020, the Authority's auditors, Brown Schultz Sheridan & Fritz, began two days of preliminary audit work. The audit team will return on April 15, 2020 to continue their work.

ROY ZIMMERMAN (LINE RD & WEAVER RD): Roy Zimmerman owns a large tract of farm land along Line Road and Weaver Road that is outside of the Urban Growth Boundary. Mr. Zimmerman would like to develop the land and is requesting approval from the Township's Board of Supervisors and the Authority Board to connect to public water and sanitary sewer. Steve Graybill, owner of an adjacent lot, is also requesting his property be included in the Urban Growth Boundary. Representatives from the Township and Authority met with Mr. Zimmerman and Mr. Graybill on February 7, 2020 to discuss their request in more detail. After discussion at tonight's meeting, the Board instructed Administrator Reber to send a letter to the Board of Supervisors stating the Authority would approve of these two properties connecting to the Authority's public water and sanitary sewer systems at the developer's expense upon adjustment of the Urban Growth Boundary or direction by the Township. Until plans are reviewed and tapping fees purchased, the Authority cannot guarantee capacity will be available at the time of connection.

STEVENS PUMPING STATION UPGRADE: The Board had previously discussed and recommended that new users of the Stevens Pumping Station pay an additional component to the sewer tapping fee to help offset the costs of upgrading the station. At the March 2015 Board meeting, CDM Smith presented

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an estimate of \$1,470.00 per EDU for the additional component to the sewer tapping fee. With the Stone Gate project moving forward, it will not be long until they are purchasing tapping fees. Administrator Reber asked the Board if they still recommend charging this additional component. After discussion, the Board tabled this decision until the next Board meeting.

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

WELL 14: The Well 14 distribution pump motor VFD has been installed by Kohl Bros.

LINE ROAD WATER MAIN: Exploratory soft digging was performed by ECTA where there was settlement occurring over the water main installed in Line Road as part of the Stevens Road & Line Road water main replacement project. Concrete was poured to fill the void in the rock under the water main.

2020 ¾ TON FORD SERVICE TRUCK: A 2020 ¾ ton Ford-250 service truck was ordered to replace the existing 2005 ½ ton GMC. The order was placed with Hondru Auto through the Costars program.

WATER COMMITTEE: The Water Committee met on January 14, 2020 to discuss the Tank #4 Feasibility Study and the re-permitting of Well 12.

IMG COMMITTEE: The IMG Technical Committee met on February 6, 2020 to discuss the upgrade of Ephrata's Wastewater Treatment Plant #1. GHD (Harrisburg) was selected as the design consultant for the project. It is a 12-month design period. Ephrata Borough is looking at financing alternatives.

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 AND WTP/SCADA IMPROVEMENTS: CDM Smith responded to PennDOT questions on the driveway permit application. Once the permit is issued, the project will be ready to go out to bid.

GEHMAN BASIN I&I INVESTIGATION: The field work is complete, but the contractor will return to address final punchlist items. CDM Smith is compiling the inspection results and recommendations in a tech memo with color-coded maps, which will be finalized for ECTA review (likely in early March) once the punchlist items are completed and the manhole data submittals are provided by the contractor.

STEVENS PUMPING STATION EXPANSION: The land development plans are complete. CDM Smith met with the Township Zoning Officer and ECTA Administrator to discuss the waiver requests and review the plans, and then followed up with the Township Engineer on the specific requirements. Instead of submitting multiple waivers with complete land development plan review, ECTA can most likely submit a waiver request for land development planning which would simplify the Township review process.

CHAPTER 94 REPORT: CDM Smith completed the 2020 Chapter 94 Report, which was submitted to Ephrata and Adamstown.

WABASH LANDING: Phase I revised record drawings were submitted for review. A comment letter was issued on January 30, 2020 on the Phase II final plans.

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STONE GATE (PREV STEVENS COURT): CDM Smith has been reviewing submittals and met with the developer and ECTA staff on January 14, 2020 to discuss the project.

GARDEN SPOT FRAME & ALIGNMENT: Record drawings were submitted on January 3, 2020 for review. Revised record drawings were approved on February 4, 2020.

HEATHERWOODS PHASES 4 & 5: The Heatherwoods Phases 4 & 5 water and sewer facilities that will eventually be dedicated to the Authority are complete except for manhole issues, as-built plans and easements. The Authority currently holds a Subdivision Bond in lieu of a Letter of Credit for Phases 4 & 5 in the amount of \$397,485.00. Heatherwoods LLC is requesting to reduce the bond to \$73,042.50. The warranty period will not start until the manhole lining is complete and the as-built plans and easements have been submitted and approved by the Authority. At that time the Subdivision Bond can be extinguished and Heatherwoods will be required to submit a maintenance bond to cover the 18-month warranty period.

- Gerald DeBalko made a motion to reduce the Heatherwoods LLC/Abel Construction Company, Inc. Subdivision Bond #0226155 issued by Berkley Insurance Company for the Heatherwoods Phases 4 & 5 development from \$397,485.00 to \$73,042.50, second by J. Bradford Fichthorn, and carried unanimously.


CARRIAGE HILL: CDM Smith issued a comment letter on January 23, 2020. Revised plans were submitted for review on February 7, 2020.

SOLICITOR'S UPDATE: Solicitor Lucy Dowd had nothing to report.

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

Since there was no further business to come before the Board, Gerald DeBalko made a motion to adjourn the meeting at 8:25 p.m., second by June Kinback, and carried unanimously.

Respectfully submitted,



Gerald A. DeBalko
Secretary

jae