

EAST COCALICO TOWNSHIP AUTHORITY
MEETING MINUTES
JANUARY 11, 2018

The regular, monthly meeting of the East Cocalico Township Authority was held on Thursday, January 11, 2018, in the Township Municipal Building, 100 Hill Road, Denver, PA 17517.

Those in attendance were as follows:

Members: Daniel Becker, Gerald DeBalko, Bradford Fichthorn, Edward Nevling,
Samuel Weaver, Raymond Wolf, Richard Shober and David Lutz (one vacancy)
Solicitor: Lucy Dowd, Lucy Dowd Law
Engineer: Rachel Kirkham, CDM Smith
Administrator: Terry Reber
Employees: Kenneth Spitler, Marc Wright, Jodie Eberly
Visitors: None

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

REORGANIZATION: Chairman Daniel Becker reported that at the Board of Supervisors' Organization Meeting held on January 2, 2018, Samuel Weaver was reappointed to a five-year term on the Authority Board ending December 31, 2022.

The Chairman turned the meeting over to the Chairperson of the Nominating Committee, Richard Shober, who presented the following recommendations for Officers and Project Managers for 2018:

ChairmanDaniel J. Becker
Vice Chairman.....Samuel E. Weaver, Jr.
Secretary.....Gerald A. DeBalko
Assistant SecretaryJ. Bradford Fichthorn
Treasurer.....Edward R. Nevling
Assistant Treasurer.....David A. Lutz
Project ManagerRaymond L. Wolf
Project ManagerRichard A. Shober
Project ManagerVacant

- Bradford Fichthorn made a motion to nominate the above slate of Officers and Project Managers for the year 2018, second by Raymond Wolf, and carried unanimously.
- Gerald DeBalko made a motion to close nominations, second by Samuel Weaver, and carried unanimously.

Chairman Becker asked Richard Shober to cast the unanimous ballot for Reorganization for 2018:

ChairmanDaniel J. Becker
Vice Chairman.....Samuel W. Weaver, Jr.
Secretary.....Gerald A. DeBalko
Assistant SecretaryJ. Bradford Fichthorn
Treasurer.....Edward R. Nevling
Assistant Treasurer.....David A. Lutz
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A 2018 Directory is attached hereto listing Officers and Project Managers including the expiration of their terms on the Authority Board.

The meeting was turned over to Chairman Becker to discuss the appointments of the Solicitor, Engineer and Auditor for 2018.

SOLICITOR: David Lutz made a motion to appoint Lucy Dowd Law, at 342 North Queen Street, Rear, Lancaster, PA 17603, as Solicitor for the Authority for the year 2018, second by Edward Nevling, and carried unanimously.

ENGINEER: Engineer Rachel Kirkham informed the Board that John Hammell, the Authority's Client Service Leader at CDM Smith, is willing to hold the 2017 rates for the time being but would like to meet with a few Board members in the near future to discuss new rates for 2018. Gerald DeBalko made a motion to appoint the firm of CDM Smith, Inc., at 280 Granite Run Drive, Suite 160, Lancaster, PA 17601, as Engineer for the Authority for the year 2018, second by Richard Shoher, and carried unanimously.

AUDITOR: Chairman Becker reminded the Board that they already appointed Brown Schultz Sheridan & Fritz as the Auditor for the Authority for the year 2018 at the November 9, 2017 ECTA Board meeting.

COMMITTEES: Chairman Becker announced that he was reappointed by the Township Supervisors to the IMG as the ECTA Representative and Terry Reber was reappointed as First Alternate for the year 2018. Chairman Becker presented the Committee appointments for 2018. A list of the 2018 Committees is attached hereto.

MINUTES: Minutes of the monthly meeting held on December 14, 2017, were approved as presented on motion by Samuel Weaver, second by Bradford Fichthorn, and carried unanimously.

TREASURER'S REPORT (see attached): Administrator Terry Reber reviewed the December 2017 financial reports. The reports were approved as presented subject to audit.

MONTHLY CAPACITY REPORTS (see attached): The December 2017 Monthly Capacity Reports were approved as presented on motion by Bradford Fichthorn, second by David Lutz, 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:

2017 AUDIT: Brown Schultz Sheridan & Fritz will be in the Authority office on January 18 and 19, 2018 to begin gathering information for the Authority's 2017 audit.

WELLS 9 & 10/WELL 2A: Administrator Reber informed the SRBC of the Board's decision to not open the Well 2A docket early. SRBC stated they will continue to finalize the review of Wells 9 & 10 without re-opening the docket for Well 2A.

WICU/KALAS/SYLVIN: Tracy Horst, owner of PPM Real Estate, Inc., who has been hired by the WICU Board of Directors to manage their property along Denver Road (which includes WICU, Kalas Manufacturing and Sylvin Technologies), contacted the Authority on December 4, 2017 to introduce herself and explain that one of her tasks is to help bring the WICU property into compliance with Authority and Township regulations. Due to a leak in a badly corroded fire line at Kalas Plant #2, the

Authority sent a letter dated November 9, 2017, giving WICU 90 days to install a meter pit, water meter, and backflow preventer on their service line. Ms. Horst has been in regular contact with the Authority regarding this project and said she will work with the WICU Board to get it completed in a timely manner.

Ms. Horst also asked about the Agreement the Authority presented to Jack Witwer who was President of WICU back in January 2016. This Agreement required WICU to abandon all private wells on the property except for one used by Kalas. The remaining private well would have restrictions as to the amount of monthly withdrawals with additional payments being imposed for excess use. The Agreement also required WICU to construct a water loop from Kurtz Road to Industrial Way and install a meter pit with backflow preventer. Most of the deadlines for these projects were to have been triggered by the Sylvan Technologies building expansion project or within one year of signing the Agreement. The Sylvan project did not go forward and Jack Witwer never signed the Agreement. Ms. Horst said the current WICU Board has new members and she would like to take the Agreement to them for signature. Because it has been nearly two years since the Agreement was presented to WICU, it is the opinion of the Authority's solicitor that the Agreement be reviewed and if needed, be revised, before obtaining signatures from WICU. After discussion, the Board authorized Administrator Reber and Solicitor Dowd to review and revise the Agreement and to bring it before the Board at the next meeting for final approval.

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

WATER TREATMENT PLANT: Evoqua has been authorized to perform programming to the Well F WTP nanofiltration units that will enable operators to select minimum and maximum flow alarms. This programming will be useful in completing the initial filter clean in place procedure started on December 7, 2017 as well as to reach maximum efficiency. The Authority along with Ben Movahed will work to develop a more reliable clean in place method to be placed into service prior to the next cleaning.

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

STEVENS ROAD AND LINE ROAD WATER MAIN REPLACEMENT: PENNDOT gave approval to shift the water mains closer to the culvert at the Kreider property. Engineer Kirkham and Administrator Reber met with the Kreiders on December 20, 2017. It was agreed that the Kreiders would provide a slightly smaller easement and that the water mains will be installed closer to the culvert to prevent impacting the trees. The Kreiders signed the Right-of-Entry Agreement on December 28, 2017. The 8-in water main at the culvert crossing is currently under construction. Wexcon has installed the 10-in raw water main from the WTP to Stevens Road. The railroad boring is scheduled for the week of January 22, 2018. Stevens Feed Mill signed the Easement and Right-of-Entry Agreement.

Payment Application No. 4 was submitted for work completed in December, which CDM Smith recommends the Authority approve for payment in the amount of \$157,287.85. This payment request is listed on the Invoices to be Paid listing.

STEVENS PUMPING STATION EXPANSION: The updated schedule is as follows: Finalize Design – January 2018; Township/PENNDOT Submission – January 2018; Bidding – March 2018; Review & Award – April 2018; Start Construction – May 2018; and End Construction – March 2019.

UGI HEADQUARTERS: Following additional coordination with the Township and design engineer, CDM Smith approved the plans on December 26, 2017. Shop drawings are under review.

BEILER PROPERTY: CDM Smith provided a response letter on the Capacity Review and Request Application on January 4, 2018. Plan review will not begin until Mr. Beiler submits a signed Developer's Agreement.

HEATHERWOODS PH 3, 4 & 5: CDM Smith completed the review of the revised plans and issued a response letter on January 8, 2018.

TRU DENVER - HILTON: A revised set of plans was provided on December 19, 2017 for review.

TWIN PINE AUTO: CDM Smith issued a revised response letter on the Capacity Review and Request Application on January 9, 2018. CDM Smith is currently reviewing the sanitary sewer plan that was submitted on December 12, 2017, in conjunction with the stormwater management plan that the Township engineer provided.

SOLICITOR'S UPDATE: Solicitor Lucy Dowd reported on the following:

RIGHT-OF-ENTRY AGREEMENTS: From time to time, the Authority must go onto a property to maintain or install utilities. When this happens, the Authority will ask permission from the property owner to do so in the form of a Right-of-Entry agreement. Solicitor Lucy Dowd presented to the Board Resolution No. 2018-01-11 approving a form of Right-of-Entry and authorizing ECTA officers to sign the Agreement in between Board meetings.

- Gerald DeBalko made a motion to approve Resolution No. 2018-01-11 Approving Form of Right-of-Entry Document and Authorizing the Execution Thereof, second by Samuel Weaver, and carried unanimously.

STEVENS ROAD AND LINE ROAD WATER MAIN REPLACEMENT PROJECT:

The Right-of-Entry agreement has been signed by Ronald and Rosalie Kreider for their property located at 51 Stevens Road and executed by the Board in accordance with Resolution No. 2018-01-11.

The Stevens Feed Mill Easement Agreement has been signed by the property owners and executed by the Board in accordance with Resolution No. 110801. Solicitor Dowd will have the easement recorded.

The Stevens Feed Mill Right-of-Entry agreement for their property located at 28 Stevens Road has been signed by the property owners and executed by the Board in accordance with Resolution No. 2018-01-11.

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

Since there was no further business to come before the Board, Gerald DeBalko made a motion to adjourn the meeting at 7:43 p.m., second by David Lutz, and carried unanimously.

Respectfully submitted,



Gerald A. DeBalko
Secretary