

EAST COCALICO TOWNSHIP AUTHORITY
MEETING MINUTES
APRIL 12, 2018

The regular, monthly meeting of the East Cocalico Township Authority was held on Thursday, April 12, 2018, 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,
Raymond Wolf and Richard Shober (Absent: Bradford Fichthorn and one vacancy)
Solicitor: Lucy Dowd, Lucy Dowd Law
Engineer: Rachel Kirkham, CDM Smith
Administrator: Terry Reber
Employees: Kenneth Spitler, Marc Wright, Lisa Shaw
Visitors: Jim Bauer, resident

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

MINUTES: Minutes of the monthly meeting held on March 8, 2018, were approved as presented on motion by David Lutz, second by Samuel Weaver, and carried unanimously.

RECOGNITION OF VISITORS/PUBLIC COMMENT: Resident Jim Bauer of 6 Arabian Court came to the meeting to discuss the sanitary sewer vent and clean-out pipe in his front yard. He would like to lower them to ground level so he does not have to mow around them and to make them more visually pleasing. After much discussion, the Board asked Superintendent Kenneth Spitler and Assistant Superintendent Marc Wright to work with Mr. Bauer on a feasible option to lower the pipes, at Mr. Bauer's cost. Once an acceptable option is determined, it will then be added to the Authority's Construction Specifications.

TREASURER'S REPORT (see attached): Administrator Terry Reber reviewed the March 2018 financial reports. The reports were approved as presented subject to audit.

MONTHLY CAPACITY REPORTS (see attached): The March 2018 Monthly Capacity Reports were approved as presented on motion by Richard Shober, second by Raymond Wolf, 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:

IMG TECHNICAL MEETING: The IMG Technical Committee met on March 23, 2018. The members discussed final sewer flows for 2017 and payment reconciliation. The Authority will receive a refund from Ephrata Borough of \$9,679.00 for overpayment of treatment and interceptor costs during 2017. Ephrata also presented a biosolids evaluation report outlining different treatment options that could be utilized at Wastewater Treatment Plant #1. It is estimated the chosen option could cost as much as \$13.2 million to implement. Operating issues associated with Treatment Plant #1 were also discussed.

WATER TANK #4 (313 Pfautz Hill Road): On March 29, 2018, technicians from Utility Service placed a remote operating vehicle in Water Tank #4 to inspect the mixer. The mixer was found lying on its side on the floor of the tank with the electrical cable wrapped around the unit. The tripod holding the mixer

had collapsed. Upon inspection a bolt was found to be missing from one of the tripods legs. Utility Service has ordered a replacement mixer and will reinstall it upon arrival. The work can be done without draining the tank. It is expected the mixer and installation work will be covered under warranty.

FTC IDENTITY THEFT PREVENTION PROGRAM: As required by the FTC Identity Theft Prevention Program, an annual report updating the status of the program was prepared and submitted to the Board. The program was also reviewed by Authority employees.

AUTHORITY WORK TRUCK: The Authority is in the process of purchasing a work truck to replace a ½ ton 2005 GMC Sierra C-15. Three dealers have been contacted for Co-Star pricing. The Authority is looking at a one ton 2019 Ford Super Duty F-350. It would be equipped with an 8 ft. steel service body, a hydraulic lift gate and a snow plow package (does not include plow). Hondru Ford has submitted a price of \$46,985 and New Holland Auto Group a price of \$43,744. Most of the price difference comes from the cost of the service body and lift gate assembly. The Authority has not heard back from Whitmoyer Auto Group. Board members Samuel Weaver and David Lutz previously met with the Authority's Superintendent and Administrator to review the Hondru Ford quote in more detail. The Authority budgeted \$34,000 to purchase a work truck this year. It was suggested that Twin Pine Auto also be contacted for a price quote. Sighting increased safety and better operational features, it was the consensus of the Board to approve the purchase of a 2019 Ford Super Duty F-350.

LAKESIDE AREA SANITARY SEWER EXTENSION GRINDER PUMP REPAIR PROJECT: Twenty grinder pumps were originally installed by the Authority as part the Lakeside Area Sanitary Sewer Extension Project in 2013. Last year it came to the Authority's attention that the installed swing check valves were not the valves specified in the bidding documents. Three of the twenty swing check valves have failed and were replaced with ball check valves by the Authority. In July 2017, the Authority Board, in order to be proactive, decided to replace all of the remaining swing check valves with ball check valves at no cost to the property owners. The Authority has contacted five local plumbing companies for prices to replace the check valves in the remaining 17 grinder pump basins. Price quotes are due back to the Authority by April 20, 2018. The Authority will then contact the remaining 17 property owners outlining the repair project and give them the opportunity to participate. This is not a mandatory repair so the property owner can choose to opt out. However, it will be made clear that this is a one-time offer and if they choose to opt out, it will be the property owner's responsibility to make any future repairs, including replacement of the check valve, since the grinder pumps are no longer in warranty. This project is expected to be completed by August 31, 2018.

WEH ENTERPRISES (54 DENVER ROAD): The Authority's administrative requirements for the water and sanitary sewer installation at the WEH Enterprises warehouse at 54 Denver Road have been satisfactorily completed. A newly installed water lateral along with associated water and sanitary sewer modifications have been inspected and passed by the Authority. There are no outstanding invoices. The Authority is holding a letter of credit in the amount of \$27,515.40 to guarantee construction of the water and sanitary sewer infrastructure. Administrator Reber requested the Board's approval to begin the project's 18-month warranty period and to reduce the WEH Letter of Credit to 15% of the approved actual cost of construction to be held until the end of the warranty period, along with their \$5,000.00 administrative escrow.

- Samuel Weaver made a motion to begin WEH Enterprises' 18-month warranty period as of April 12, 2018, and to reduce their letter of credit held by the Authority from \$27,515.40 to \$3,752.10 representing 15% of the approved actual cost of construction, second by Edward Nevling, and carried unanimously.

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

ANNUAL HYDRANT FLUSHING: The annual fire hydrant flushing has begun and will continue through April 2018.

BACKUP GENERATOR AT MAINTENANCE FACILITY: Superintendent Spitler is obtaining quotes for a backup generator for the Authority's Maintenance Facility where the main unit of the water system SCADA/telemetry system is located.

SANITARY SEWER LIFT STATION #4: The comminutor at Sanitary Sewer Lift Station #4 is severely worn and was not working as designed. The comminutor was pulled and the station is being operated without it, on a test basis, to determine if replacement is necessary.

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 PROJECT: The 10-in. water main is complete and has been successfully tested. In mid-March another void opened up near the edge of the road at the driveway of 5 Stevens Road. Wexcon over-excavated the area, but the void was extending away from the roadway (and away from the 10-in. water main) towards a utility pole and private property. The contractor backfilled with concrete to fill the void.

Wexcon asked if the Authority would be opposed to waiting for the final paving restoration until the end of the school year to avoid the lane closures/traffic control impact on the school bus routes. The contract completion date is June 3, 2018. The last day of school is June 8, 2018. It was the consensus of the Board to have final paving restoration complete by the contract end date of June 3, 2018.

Payment Application No. 7 was submitted for work completed in March, which CDM Smith recommends the Authority approve for payment in the amount of \$103,296.28. This payment request is listed on the Invoices to be Paid listing.

WEST COCALICO TOWNSHIP ACT 537 PLAN: Chairman Becker spoke with J. J. Stoner, West Cocalico Township's Chairman, about potentially tying into the Authority's sanitary sewer system. Mr. Stoner spoke with West Cocalico Township's Authority Board who said they appreciated the offer but they are too far along into the process of upgrading or rebuilding their wastewater treatment plant to change direction at this point.

WABASH LANDING: Final, recorded Phase 1 plans were submitted to ECTA and CDM Smith on April 9, 2018. CDM Smith informed the developer's engineer that each townhouse will require an individual lateral that is appropriately sized to support the fire sprinkler flow rate.

BEILER PROPERTY: CDM Smith prepared a comment letter dated March 26, 2018. The developer's engineer provided a resubmittal on April 10, 2018.

UGI HEADQUARTERS: CDM Smith continues to review construction submittals for the project.

TRU DENVER - HILTON: The developer's engineer submitted a cost estimate on April 6, 2018 for review.

HEATHERWOODS PHASE 1A PERFORMANCE BOND: CDM Smith assisted with compiling correspondence, plans, and cost information related to the Hill Road water main extension from Phase 1A in order to respond to a request from Lexon Surety. An updated cost estimate for the project was also provided.

HEATHERWOODS PHASES 3, 4 & 5: The developer's engineer provided a plan resubmittal on April 5, 2018.

TWIN PINE AUTO: The developer's engineer provided a plan resubmittal on March 19, 2018. CDM Smith issued an approval letter on April 9, 2018.

SOLICITOR'S UPDATE:

STEVENS ROAD & LINE ROAD WATER MAIN REPLACEMENT PROJECT: The Ronald and Rosalie Kreider Easement Agreement at 51 Stevens Road 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. This is the final easement agreement needed for this project.

INVOICES (see attached): Bills listed on ECTA Invoices to be Paid were approved for payment on motion by David Lutz, 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 8:15 p.m., second by Samuel Weaver, and carried unanimously.

Respectfully submitted,



Gerald A. DeBalko
Secretary

jae