

# **EAST COCALICO TOWNSHIP AUTHORITY**

## **MEETING MINUTES**

### **SEPTEMBER 13, 2018**

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The regular, monthly meeting of the East Cocalico Township Authority was held on Thursday, September 13, 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, Bradford Fichthorn, David Lutz, Raymond Wolf and Richard Shober (one vacancy)  
Solicitor: Lucy Dowd, Lucy Dowd Law (arriving at 7:10 p.m.)  
Engineer: Rachel Kirkham, CDM Smith  
Administrator: Terry Reber  
Employees: Kenneth Spitler, Marc Wright, Jodie Eberly  
Visitors:\* Charles Gottschall and Arlan Lando, Parkside Manor Homeowner's Association  
Clark and Christine Harting, 23 Glenwood Drive, Ephrata  
Donald Miller, 30 Glenwood Drive, Ephrata  
Jane Murry, 36 Glenwood Drive, Ephrata  
Jonathan Rupert, 412 South Reamstown Road, Ephrata  
Jeff Mitchell, resident (arriving at 8:15 p.m.)  
\* 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 August 9, 2018, were approved as presented on motion by David Lutz, second by Bradford Fichthorn, and carried unanimously.

#### **RECOGNITION OF VISITORS/PUBLIC COMMENT:**

**PARKSIDE MANOR:** Charles Gottschall and Arlan Lando from the Parkside Manor Homeowner's Association (HOA) came to the meeting to ask who is responsible to disconnect the private water and sanitary sewer service lines between the Parkside Manor property and Lot 45, which is now a separate, deeded parcel of land. Chairman Becker explained that unless there is something in any Parkside Manor Homeowner's Association documents that says otherwise, it would be the responsibility of the new owner of Lot 45. The new owner would have to sever the private connection to Parkside Manor and connect separately to the Authority's public water and sanitary sewer systems. Administrator Reber said he spoke informally with the ECT Zoning Officer and the Building Inspector who both suggest the HOA should make the disconnection themselves to ensure the new owner of Lot 45 would not be able to use the HOA's water and sanitary sewer services. Chairman Becker emphasized that is not what the Authority is telling the HOA to do and suggested the HOA discuss this issue with their Solicitor.

**GLENWOOD DRIVE:** A resident of Glenwood Drive addressed the Board saying he read an article in the Township's newsletter that the Authority is putting in new water loops and extending water service to the Glenwood Drive area. The resident said as of nine years ago, there were dead end lines in this area and at that time, the Authority was considering putting in loops. He and the other residents that came to tonight's meeting wanted more information on this and to state they do not want public water. The article the residents were referencing was about the changes to the disinfection requirements as prompted by changes to the PA DEP Disinfection Requirements Rule. In that article, it mentioned "additional piping to loop dead ends in the water system" as a possible way for the Authority to meet the new disinfection

requirements. Chairman Becker explained this has nothing to do with extending water lines to the Glenwood Drive area and that the Authority does not have any plans to do so.

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

**MONTHLY CAPACITY REPORTS (see attached):** The August 2018 Monthly Capacity Reports were approved as presented on motion by Samuel Weaver, second by Edward Nevling, 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:

**HEALTH INSURANCE:** The Authority received the second of two rebate checks from the Intergovernmental Insurance Cooperative. This check in the amount of \$16,809.23 represents the remaining surplus from the 2017 plan year. With both checks, the total refund amount for the 2017 plan year was \$67,236.93.

**2018 AUDIT:** The Authority recently received the engagement letter for the 2018 year-end audit from Brown Schultz Sheridan & Fritz (BSSF). During last year's search for a new auditing company, the Authority requested a three year price quote. The price BSSF quoted for the 2018 audit was \$16,900.00, an increase of \$400.00 from the previous year. The BSSF engagement letter requests the signature of Terry Reber, Administrator.

- Gerald DeBalko made a motion to allow Terry Reber as Authority Administrator to sign the engagement letter approving Brown Schultz Sheridan & Fritz as the Authority's auditor for year-end 2018 at a fee not to exceed \$16,900.00, second by Edward Nevling, and carried unanimously.

**HEATHERWOODS:** A written request was received from Gary McEwen at Berks Homes for a variance from the Authority's water and sanitary sewer construction specifications for work being done at the Heatherwoods development. Mr. McEwen asked permission to install the water curb boxes in the grass space between the back of the curb and the front of the sidewalk to lessen the chance of damage to the curb boxes when the sidewalks are installed. Authority specifications require the curb boxes to be installed at the edge of the right of way. This variance was discussed at the August 28, 2018, Water Committee meeting, and it was the consensus of the Committee members to grant this variance. After discussion at tonight's meeting, the following motion was made:

- Richard Shoher made a motion, second by Samuel Weaver, and carried unanimously to permit a variance from the Authority's "Specifications for Water System Construction" allowing water curb boxes in the Heatherwoods development to be located in the grass space between the back of the curb and the front of the sidewalk instead of at the edge of the right of way. At the end of the warranty period, the Authority's responsibility for maintenance will extend from the street up to and including the curb box. The property owner will be responsible for all service line repairs including the connection on the house side of the curb box.

Mr. McEwen also requested a variance to eliminate the required ductile iron or steel sleeve through the foundation wall of townhouse lots 98 and 99 for the sanitary sewer service line. Lots 98 and 99 are the two interior units of the four unit townhouse. According to Mr. McEwen, the townhouse is already built and it would be difficult to install the sleeves at this time. This too was discussed at the August 28, 2018 Water Committee meeting, and it was the consensus of the Committee members to deny this variance. After discussion at tonight's meeting, the following motion was made:

- Gerald DeBalko made a motion, second by Bradford Fichthorn, and carried unanimously to deny a variance from the Authority's "Specifications for Sanitary Sewer System Construction" eliminating the need for ductile iron or steel sleeves through the building foundation wall at Heatherwoods' townhouse lots 98 and 99. Ductile iron or steel sleeves will be required.

**DENVER BOROUGH EMERGENCY WATER INTERCONNECTION:** At the request of Denver Borough, on September 5, 2018, representatives from the Authority and the Borough met to discuss an emergency water interconnection between the two municipalities. After discussion, it was agreed that an emergency water interconnection had merit and the potential to benefit both communities. Mike Hession, Denver Borough manager, will send a letter to the Authority requesting the Authority's support for the project.

**ELECTRIC CONTRACT/SUPPLIER:** Cheryl Hefft from OnDemand Energy Solutions recently contacted Administrator Reber regarding renewal of the Authority's electric contract which expires in April 2019. OnDemand is an independent energy consulting company the Authority has used for its last few electric supplier contracts. OnDemand recommends that now would be the optimum time to lock in prices for when the current contract expires in April 2019. Under the Authority's current three-year contract the Authority pays \$0.05646 per kWh. As of today, the Authority's best renewal price would be with Constellation NewEnergy, Inc. for a 36-month contract (beginning in April 2019) at \$0.06105 per kWh. This is an 8.1% increase over the current three-year contract. Because electric prices fluctuate on a daily basis, Ms. Hefft said the contract would have to be approved at tonight's meeting to lock in the new price.

- David Lutz made a motion to execute a contract with Constellation NewEnergy, Inc. through OnDemand Energy Solutions to purchase electricity for 36 months at a fixed cost of \$0.06105 per kWh beginning in April 2019, second by Samuel Weaver, 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:

**ADAMSTOWN FLOW METER:** The flow meter that measures ECTA sanitary sewer volume to the Adamstown WWTP has failed due to storm-related issues. Adamstown installed a temporary meter to account for volume but the meter does not have a working output to control the diversion valve. Adamstown is working on replacing the meter. In the interim, ECTA installed a timer to the diversion valve control to automatically switch it daily. The integrity of the temporary meter has been questioned and estimated numbers are presently being used for accounting for volume.

**WICU/KALAS/SYLVIN:** WICU has installed the required meter pit and water service backflow protection to meter all water entering the property on Denver Road through an 8" meter, except for the building located at 21 Industrial Way which currently has water service fed from a separate location. The meter pit has provisions for future connection to provide separate domestic metering through a more accurate 2" meter with future development. Initial monitoring suggests there may be an existing leak in the water service lines of approximately 15,000 GPD. This water is now being metered. WICU's property management company has been notified.

**QUAIL HOLLOW:** There was a valve failure at Grouse and Heron Drives. A temporary repair was made on September 2, 2018. On September 11, 2018, ECTA staff replaced the damaged valve. It is now the Authority's intent to inspect and replace if needed all 13-15 valves installed with Quail Hollow Phase 3. A few valves of previous phases may be inspected as well to determine if additional replacement is needed.

**WATER MAIN BREAK:** A water main break at 485 Wabash Road, on a section that was not replaced as part of the Wabash Landing project, was repaired on September 13, 2018. Initially, it was thought the blasting for the Wabash Landing project was the cause however, a 1-1/2" diameter hole which appeared to be the result of corrosion was found to be the cause. Wabash Road water main replacement is on the Authority's list of future projects.

**WATER COMMITTEE:** A Water Committee meeting was held on August 28, 2018, at 7:00 p.m. Water Committee Chairman Gerald DeBalko gave an update on the meeting:

**CHANGES TO PA DEP CHAPTER 109:** The new disinfection rule will require the Authority to maintain a minimum disinfection residual concentration in the distribution system of at least 0.2 mg /l. The previous regulation called for a minimum of 0.02 mg/l. In order to meet the goal, the Committee members discussed increasing flushing frequency, installing automatic flushing valves at key locations, and possibly looping a few water lines to eliminate dead ends. There was also discussion regarding potential modifications to Tank #4. These could include adding a CL2 booster station at the tank, modifying the mixing system, or adding pumps and valves to periodically draw down the water level in the tank. The most expensive option would be to replace the tank with an elevated tank with less storage capacity.

**RT. 272 & CHURCH STREET INTERSECTION PROJECT:** There is an aging 6" water line and valves running through the intersection of Rt. 272 and Church Street. The 6" line is unnecessary since there is a newer 10" line along the opposite side of the street. Superintendent Spitler has recommended abandoning the 6" line and cleaning up the water infrastructure in the intersection as a controlled Authority project rather than wait and possibly be forced to work in the intersection under emergency conditions. This was a previously budgeted project and the consensus of the Committee members was to continue moving forward. Engineer Kirkham will begin the design process with the goal of completing the project in 2019.

**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:** A portion of the shoulder washed out on South Line Road during an intense rain event in late August. Wexcon returned to initially stabilize the area and will perform permanent restoration when they return to the site. A third depression has developed near 60 North Line Road (two others are in the vicinity of 30 North Line Road), and PENNDOT responded that they will not be investigating the cause of the depressions which they attribute to the recent water main and paving work despite a history of similar issues in this area, some of which PENNDOT addressed previously. The consensus of the Board was to not address the depressions since Wexcon only milled and overlaid in the vicinity of the depressions and it is a PENNDOT road.

Payment Application No. 9 has been revised for payment this month in the amount of \$55,230.16, which incorporates retainage reduction and payment for Change Order No. 2. CDM Smith recommends the Authority approve this payment. This payment request is listed on the Invoices to be Paid listing.

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

**LIENS:** Solicitor Lucy Dowd presented to the Board a Resolution updating the attorney fee schedule for municipal liens which are sometimes filed by the Authority for unpaid water and/or sewer bills.

- Richard Shober made a motion to approve Resolution No. 2018-09-13 updating a new attorney fee schedule for municipal liens, second by Bradford Fichthorn, and carried unanimously.

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

**RECOGNITION OF VISITORS/PUBLIC COMMENT:** Resident Jeff Mitchell, who arrived at 8:10 p.m., came to the meeting to give an update on LERTA (Local Economic Revitalization Tax Assistance) and also discussed the Township's Business Forum meeting held on August 28, 2018.

Since there was no further business to come before the Board, Gerald DeBalko made a motion to adjourn the meeting at 8:35 p.m., second by Samuel Weaver, and carried unanimously.

Respectfully submitted,



Gerald A. DeBalko  
Secretary

jae