



BOARD MEETING MINUTES AUGUST 29, 2023

The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Tuesday, August 29, 2023 at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

Those in attendance were as follows:

Members: Samuel Weaver, Gerald DeBalko, Edward Nevling, J. Bradford Fichthorn, David Lutz, Richard Shober, June Kinback and Noah Zimmerman (Absent: Daniel Becker)
Solicitor: Absent
Engineer: Adam Smith, CDM Smith
ECTA Staff: Scott Carl, Sr., Kenneth Spitler, Michael Galley, Tyler Pannebecker, Lisa Shaw, and Jodie Eberly
Visitors: None

Vice Chairman Samuel Weaver called the meeting to order at 7:00 p.m.

MINUTES: Minutes of the monthly meeting held on July 25, 2023 were approved as presented on motion by David Lutz, second by J. Bradford Fichthorn, and carried unanimously.

TREASURER'S REPORT (see attached): Accountant Lisa Shaw reviewed the July 2023 financial reports. The reports were approved as presented subject to audit.

MONTHLY CAPACITY REPORTS (see attached): The July 2023 Monthly Capacity Reports were approved as presented on motion by J. Bradford Fichthorn, second by Edward Nevling, and carried unanimously.

ADMINISTRATOR'S UPDATE: A complete copy of the update is on file in the Authority Office. Administrator Scott Carl, Sr. discussed the following from his update:

WELL 10 (DENVER ROAD) TRICHLOROETHYLENE (TCE) TREATMENT PROJECT: This project remains on hold since TCE levels continue to remain in compliance. Required quarterly sampling continues.

WELLS 4 & 12 ABANDONMENT: A meeting with the property owner to discuss the possible options regarding the current ECTA property is to be scheduled in September 2023.

SCADA & CONTROLS SYSTEM: A final punch list will be prepared by ECTA staff and a punch list review/project closeout meeting with Keystone is expected to be scheduled in September 2023.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: Construction Progress Meeting No. 1 was held on August 8, 2023. Work has continued on Scenic Drive, and approximately 784 LF of new sanitary sewer pipe, 18 sewer laterals, 10 new traps and six manholes have been installed as of August 29, 2023. The required Temporary Construction Easement Agreement for 2683 North Reading Road was signed by the property owners. It was presented to the Board at tonight's meeting and executed in accordance with Resolution No. 2021-06-29-04. CDM Smith and Administrator Carl recommended payment of AH Moyer's Application for Payment No. 2 (Water Project) in the amount of \$7,290.00 and Application for Payment No. 2 (Sewer Project) in the amount of \$160,884.99. They are part of ECTA's August 29, 2023 invoices to be paid for approval at tonight's meeting. Every customer complaint/comment regarding the project has been addressed thus far.

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TANK #4 WATER SYSTEM MODELING: The ECTA Water System Modeling for Tank #4 and Overall ECTA Water System was presented to the Water Committee on August 22, 2023.

STEVENS ROAD PENNDOT BRIDGE REPLACEMENT/WATER MAIN RELOCATION: Construction and pressure testing on the relocated water main is complete. ECTA staff and CDM Smith will conduct a final punch list inspection. Final bridge work and paving remains. The bridge re-opening date has moved from July 17, 2023 to October 5, 2023.

STEVENS PUMPING STATION EXPANSION: CDM Smith must still complete final project close out items.

WATER TREATMENT PLANT (WTP) UPGRADE: Garden Spot Mechanical completed their punch list items. WATEK Engineering and Administrator Carl recommended payment of Garden Spot Mechanical's Application for Payment No. 3/Final in the amount of \$14,012.30. It is part of ECTA's August 29, 2023 invoices to be paid for approval at tonight's meeting. The emergency generator is still scheduled to arrive in November 2023.

WATER TREATMENT PLANT (WTP) FILTER & PIPE REPAINTING: Administrator Carl will meet with Entech Engineering in early September to begin preparations for the October 2023 re-bidding process.

RE-PERMITTING WELLS 2A & 14: Well 14's technical review phase is complete, and the Withdrawal Application renewal is on the agenda for the SRBC meeting scheduled for September 14, 2023.

WICU'S INDUSTRIAL WAY/KURTZ ROAD WATER LINE LOOP: Administrator Carl attended a design drawing review meeting with WICU's engineers (ELA Group) on August 16, 2023. A formal submission to ECTA is expected in September 2023.

SOURCE WATER PROTECTION PROGRAM (SWP): Michael Galley continues to manage the overall SWP program and ECTA's NFWF grant project.

LANCASTER COUNTY WATERSHED ACADEMY GRANT: ECTA still awaits the Thaddeus Stevens design for the revised stormwater outfall relocation at Well 10.

PENNVEST FUNDING: The new non-interest bearing Water and non-interest bearing Sewer accounts were opened at Ephrata National Bank (ENB). The signature cards for all authorized check signers are being completed.

KURTZ ROAD WATER MAIN REPLACEMENT PROJECT: The PennDOT permit and Township Road Opening Permit have been received. All required permits and easements to move forward are now in place. ECTA awaits the final design and specifications bid package from Entech Engineering. The project is expected to go to bid in late September/early October 2023.

ECTA OFFICE RENOVATION/ECT BUILDING EXPANSION: Construction work continues to progress swiftly. Construction progress meetings continue to be held. Construction is expected to be complete by October 4, 2023. The Project Architect and Administrator Carl recommended payment of MidState Mechanical & Electrical, LLC Application for Payment No. 2 for the HVAC Contract No. 3 in the amount of \$30,656.25; MidState Mechanical & Electrical, LLC Application for Payment No. 2 for the Plumbing Contract No. 2 in the amount of \$3,232.26; and MidState Mechanical & Electrical, LLC Application for Payment No. 3 for the Plumbing Contract No. 2 in the amount of \$3,991.54. All three are part of ECTA's August 29, 2023 invoices to be paid for approval at tonight's meeting.

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ECTA EMPLOYEE ANNIVERSARIES: Lisa Shaw celebrated her eight-year work anniversary on August 10, 2023, and Rhiannon Roth celebrated her first 90 days on August 22, 2023.

PENNVEST PROGRAMMATIC FUNDING: The second of four Teams Meetings with PENNVEST has been scheduled for November 7, 2023. Closing for the “Phased Programmatic Water System” project has now been scheduled for January 25, 2024.

WATER COMMITTEE MEETING: A Water Committee meeting was held on August 22, 2023 at 6:00 p.m. to hear CDM Smith’s presentation of the ECTA Water System Modeling for Tank #4 and Overall ECTA Water System that initiated in September 2020. The Committee’s recommendation is to proceed with further evaluation of CDM Smith’s modeling recommendations on system improvements/expansion projects.

935 STONE HILL ROAD/GRANT WISE: An Administrative Escrow Agreement for Miscellaneous Projects was presented to the Board for their approval.

- J. Bradford Fichthorn made a motion to accept and execute the Administrative Escrow Agreement for Miscellaneous Projects for a commercial water and sewer project involving the placement of a mobile office trailer for Sweetwater Propane on the existing 935 Stone Hill Road, Denver, PA property and the extension of existing water and sewer service lines to the new mobile office, second by Noah Zimmerman, and carried unanimously.

SINKHOLE – WABASH RETENTION BASIN: The sinkhole remediation is ongoing. Well F remains offline.

EMERGENCY PORTABLE GENERATOR: ECTA received five quotes through COSTARS. Keystone Engineering and Administrator Carl recommended the purchase of an Airman 100KW trailer-mounted portable generator from Curtis Power Solutions in the amount of \$95,407.00.

- Gerald DeBalko made a motion to amend the August 29, 2023 Agenda to include the purchase of an emergency portable generator since quotes were received less than 24 hours prior to the meeting and to ensure the purchase is executed in a timely manner, second by J. Bradford Fichthorn, and carried unanimously.
- Gerald DeBalko made a motion to approve the purchase of an Airman 100KW trailer-mounted portable generator from Curtis Power Solutions in the amount of \$95,407.00, second by J. Bradford Fichthorn, and carried unanimously.

SUPERINTENDENT’S UPDATE: A complete copy of the update is on file in the Authority Office. Superintendent Kenneth Spitler had nothing to add to his update.

PERSONNEL COMMITTEE: A Personnel Committee meeting was held on August 29, 2023 at 6:15 p.m. to discuss general personnel matters, succession planning status and ideas for the future.

ENGINEER’S UPDATE: A complete copy of the update is on file in the Authority Office. Engineer Adam Smith discussed the following from his update:

WELL M CONSTRUCTION: The pressure sensor has been replaced and the controls system is now functioning as intended. CDM Smith must still issue record plans.

TANK #4 WATER SYSTEM MODELING: Water system recommendations from the modeling are to replace Tank #4 with a smaller tank of the same elevations, a two-zone system with a booster pump station near the Turnpike, and a higher Tank #2.

PENNVEST PROGRAMMATIC FUNDING: A project status conference call was held on August 17, 2023, and closing is tentatively scheduled for January 25, 2024.

STEVENS ROAD PENNDOT BRIDGE REPLACEMENT/WATER MAIN RELOCATION: The relocated water main has been installed. CDM Smith's final inspection remains outstanding.

KURTZ ROAD WATER MAIN REPLACEMENT PROJECT: Once Entech's finalized drawings and specifications are received, it is expected the project will be ready for public bidding.

STEVENS PUMPING STATION EXPANSION: CDM Smith must still complete final project close out items.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: Sanitary sewer work is progressing along Scenic Drive. CDM Smith and ECTA continue to work with AH Moyer to address issues. Potential change orders have been discussed.

VILLAGE AT EAST COCALICO: CDM Smith notified the developer that 8-inch water mains would be sufficient.

SWARTZVILLE ROAD/GRANDE DEVELOPMENT (PREV FOX BROOKE): CDM Smith notified the developer that 8-inch water mains would be sufficient. CDM Smith's sanitary sewer system modeling is ongoing. The developer has requested their plans dated January 16, 2023 be reviewed by ECTA/CDM Smith.

EARTH, TURF & WOOD: A few administrative items must be received before this project can begin its 18-month warranty period.

THE CROSSINGS AT COCALICO: Once CDM Smith receives direction from ECTA regarding the system improvement/expansion recommendations made as a result of the water system modeling efforts, a meeting with the developer will be scheduled.

SLATEWOOD/ZIMMERMAN (NORTH LINE ROAD): This project is on hold until December 2023 when it will be resubmitted to the Township.

425 SOUTH MUDDY CREEK ROAD WAREHOUSE/DIVERT: This project is on hold due to Township requirements.

BLACK HORSE WAREHOUSE/PURECYCLE: This project is on hold until ECTA receives a few outstanding administrative items.

ROECHLING MEDICAL LANCASTER (44 DENVER RD): CDM Smith responded with comments to the final land development plans on July 25, 2023.

COCALICO COFFEE CRAFTERS (11 LONG AVENUE): The property's plumber reported a five-week lead time on the pre-cast concrete components. It is expected this work would begin in early September 2023.

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TWO COUSINS PIZZA: Shop drawings were “approved as noted.” The stream crossing permit is still outstanding, as well as a few ECTA administrative items.

WEAVER (13 LAKESIDE DR): Grinder pump installation was completed on August 11, 2023, so this property is now connected to ECTA’s sanitary sewer system.

SOLICITOR’S UPDATE: Solicitor Lucy Dowd did not attend the meeting, and no update was provided.

INVOICES (see attached): Bills included on the August 29, 2023 ECTA invoice listing were approved for payment on motion by J. Bradford Fichthorn, second by Gerald DeBalko, and carried unanimously.

EXECUTIVE SESSION: Vice Chairman Weaver called an Executive Session at 7:52 p.m. to discuss a potential legal issue. At 8:08 p.m., Vice Chairman Weaver 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, Gerald DeBalko made a motion to adjourn the meeting at 8:09 p.m., second by Edward Nevling, and carried unanimously.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Gerald A. DeBalko". The signature is fluid and cursive, with the first name "Gerald" being more prominent.

Gerald A. DeBalko
Secretary

jae