



## BOARD MEETING MINUTES JULY 25, 2023

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The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Tuesday, July 25, 2023 at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

Those in attendance were as follows:

Members: Daniel Becker, Samuel Weaver, Gerald DeBalko, Edward Nevling, J. Bradford Fichthorn, David Lutz, and Richard Shober (Absent: June Kinback and Noah Zimmerman)  
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

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

**MINUTES:** Minutes of the monthly meeting held on June 27, 2023 were approved as presented on motion by David Lutz, second by Samuel Weaver, and carried unanimously.

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

**MONTHLY CAPACITY REPORTS (see attached):** The June 2023 Monthly Capacity Reports were approved as presented on motion by Samuel Weaver, second by Gerald DeBalko, 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 the TCE levels continue to remain in compliance. Administrator Carl noted that the last three quarters' results were on a downward trend.

**WELLS 4 & 12 ABANDONMENT:** Administrator Carl and Superintendent Spitler had a final conference call with Solicitor Dowd on July 21, 2023 to resolve final deed and parcel information questions, and they have finalized the possible options regarding the current ECTA property, well building and 1972 Agreement that is in place. The goal is to meet with the property owner in early September 2023 to present the options.

**SCADA & CONTROLS SYSTEM:** With Well F being offline because of the second sinkhole in the Wabash retention basin, the whole focus of this project shifted to getting Well M SCADA and controls in place and functioning as quick as possible. Keystone accomplished their work on June 27 and 28, 2023, and WATEK and Keystone on July 5 and 6, 2023. Thanks to the great effort of ECTA staff, Keystone and WATEK, Well M was very quickly brought into operation and has been consistently running since June 29, 2023 with fully automatic operation (through SCADA) being accomplished July 14, 2023. Now that Well M is up and running, the focus will return to issuing the final punch list to Keystone to get this project closed out.

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**MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT:** ECTA is still awaiting revised meeting minutes from CDM Smith for the initial pre-construction meeting held December 21, 2022, the LCCD pre-construction meeting held June 16, 2023 and the second pre-construction meeting with AH Moyer also held on June 16, 2023. The contractor began mobilization activities with pipe, stone, manhole and equipment delivery occurring July 5 to July 14, 2023, and actual excavation for new sewer main began July 17, 2023 on Scenic Drive. ECTA has been handling a multitude of customer complaints since mobilization started, and has had to address significant challenges due to other utilities' unmarked/mismarked lines being hit and the subsequent issues with that. Every call and complaint has been addressed thus far, including on-site customer visits by ECTA staff. As of July 25, 2023, approximately 104 LF of new sewer pipe, 4 laterals and 1 manhole have been installed.

**TANK #4 WATER SYSTEM MODELING:** ECTA received a final revised model analysis from CDM Smith on July 25, 2023. This analysis will be reviewed and finalized for a formal presentation to the Water Committee and then ultimately the Board.

**STEVENS ROAD PENNDOT BRIDGE REPLACEMENT/WATER MAIN RELOCATION:** A water main pre-construction site meeting with PennDOT's contractor is scheduled for July 31, 2023. Construction activities are now anticipated to start the week of August 7, 2023, and are expected to be completed in about two weeks.

**STEVENS PUMPING STATION EXPANSION:** In order to accomplish final project close out, CDM Smith must still 1) execute the final closeout documents for all contracts, 2) complete and submit the DEP Post Construction Completion Certification, and 3) prepare and issue final O&M Manuals and as-built drawings.

**WATER TREATMENT PLANT (WTP) UPGRADE:** Garden Spot Mechanical and the dehumidification system factory rep were on-site July 25, 2023 to complete punch list items and provide required training on the dehumidification system. Well M emergency startup and testing with WATEK and Keystone was accomplished on July 5 and 6, 2023 along with the completion of Well F SCADA upgrades. A formal punch list was prepared by WATEK on July 6, 2023. The emergency generator is still scheduled to arrive in November 2023.

**WATER TREATMENT PLANT (WTP) FILTER & PIPE REPAINTING:** This project will be proceeding as a result of receiving ARPA funds for the WTP upgrades. Administrator Carl will be meeting with Entech in August to begin preparations for the October 2023 re-bidding process.

**RE-PERMITTING WELLS 2A & 14:** The Withdrawal Applications for both Well 2A and Well 14 are in the SRBC technical review phase. ECTA and GeoServices continue to address SRBC review comments as they are received. Well 14 is on the agenda for the SRBC Public Hearing scheduled for August 10, 2023.

**WICU/KALAS/SYLVIN:** WICU is working towards submitting a Capacity Review & Request Application (CRR) and other required documents and fees to ECTA in August 2023 for the long-outstanding Industrial Way/Kurtz Road water line loop.

**SOURCE WATER PROTECTION PROGRAM (SWP):** Michael Galley continues to manage the overall SWP program and ECTA's NFWF grant project. A revised grant application was submitted to Lancaster Clean Water Fund on July 18, 2023 to help fund the watershed protection sign project.

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

**PENNVEST FUNDING:** Loan closing for both the water and sewer loans for the Meadowbrook project occurred June 29, 2023. On July 17, 2023, Administrator Carl and Accountant Lisa Shaw had a post-settlement conference call with PENNVEST's financial team to review all the requirements. One of the requirements is that ECTA must establish a new non-interest bearing "Water" and a new non-interest bearing "Sewer" bank account for payment of invoices, receiving reimbursement deposits from PENNVEST, interest payment withdrawals by PENNVEST, etc. In order to meet Ephrata National Bank requirements to open these new bank accounts, Administrator Carl presented the Board with Resolution No. 2023-07-25-01 and Resolution No. 2023-07-25-02 authorizing the ECTA Administrator and Accountant to open the new non-interest bearing bank accounts as required by PENNVEST.

- Samuel Weaver made a motion to approve and execute Resolution No. 2023-07-25-01 authorizing the establishment of a non-interest bearing bank account at Ephrata National Bank for Water PENNVEST funds as required by PENNVEST, second by Edward Nevling, and carried unanimously.
- Samuel Weaver made a motion to approve and execute Resolution No. 2023-07-25-02 authorizing the establishment of a non-interest bearing bank account at Ephrata National Bank for Sewer PENNVEST funds as required by PENNVEST, second by Edward Nevling, and carried unanimously.

**KURTZ ROAD WATER MAIN REPLACEMENT PROJECT:** ECTA received Entech's final design package on June 30, 2023 and provided final review comments on July 11, 2023. ECTA is now awaiting Entech's final bid specifications package which is expected to be received the week of July 31, 2023. Once the bid schedule is established, the second of four calls will be scheduled with PENNVEST for the "Phased Programmatic Water System" project.

**ECTA OFFICE RENOVATION/ECT BUILDING EXPANSION:** Construction work has continued to progress nicely. Concrete masonry unit (CMU) block wall construction for the first and second floors is complete. Second-floor precast floor planks were installed. Roof trusses are expected next week, with the whole expansion to be under roof by the week of August 7, 2023. ADA building compliance work (Township responsibility) has also started and will continue through the end of August 2023. The construction schedule is indicating an early Fall completion date of September 29, 2023. McCarty & Son's Application for Payment No. 1 for the Electrical Contract No. 4 in the amount of \$6,567.53 and AK Petersheim's Application for Payment No. 1 for the General Contract No. 1 in the amount of \$144,000.00 were received, reviewed and approved by the Project Architect and Administrator Carl. These Payment Applications are included on ECTA's July 27, 2023 invoices to be paid listing for approval at tonight's meeting.

**ECTA EMPLOYEE ANNIVERSARIES:** Tyler Pannebecker celebrated his nine-year work anniversary on July 7, 2023, and Scott Carl, Sr. celebrated his three-year work anniversary on July 13, 2023.

**PENNVEST PROGRAMMATIC FUNDING:** The second of four calls will be set up in the coming weeks once a bidding and construction schedule for the Kurtz Road water main replacement project has been finalized.

**WATER TREATMENT PLANT (WTP) ROOF LEAK:** It appears that the removal of a portion of the weep holes and filling them with a flexible sealant continues to be a success. With those repairs already made and the future application of a waterproofing material across the split-face block façade, it appears this eight-year struggle with roof leakage into the WTP lab should be resolved once and for all.

**VOTING DELEGATE AT PMAA ANNUAL CONFERENCE:** Chairman Becker will be attending the 2023 PMAA Annual Conference and Trade Show at the Kalahari Resorts & Convention Center-Poconos

to be held September 17 to 20, 2023. The PMAA requires those wishing to vote at the Conference be elected by the Authority's Board members.

- Gerald DeBalko made a motion to appoint Daniel Becker as ECTA's voting delegate at the 2023 PMAA Annual Conference and Trade Show at the Kalahari Resorts & Convention Center-Poconos, second by Richard Shober, and carried. Daniel Becker abstained from any discussion and voting.

**36 MUDDY CREEK CHURCH ROAD APARTMENTS:** On July 11, 2023, the Authority received a Short Form Developer's Agreement and required \$5,000 Water Administrative Escrow from MAN Real Estate LLC (the new property owner of 36 Muddy Creek Church Road, Denver) for a residential water project involving the construction of a new water lateral to accommodate the construction of a four-unit apartment building. The existing sewer lateral will be utilized. Acceptance of the Short Form Developer's Agreement will allow this residential project to move forward with the Authority. The CRRA and project plans for this project were previously approved under prior ownership. This project has been administratively closed out with the prior owner, the previous escrow deposit has been returned and all necessary Authority documents have now been refiled by the new property owner.

- J. Bradford Fichthorn made a motion to accept and execute the Short Form Developer's Agreement for a Residential Water Project with MAN Real Estate LLC for the construction of a new water lateral to accommodate the construction of a four-unit apartment building at 36 Muddy Creek Church Road, Denver, second by David Lutz, and carried unanimously.

**SINKHOLE – WABASH RETENTION BASIN:** The remediation of the second sinkhole that opened up within the Wabash retention basin located outside the fence of ECTA's WTP, which caused the Well F water supply to again be shut down, was completed July 7, 2023. Due to heavy rains received over the weekend of July 8 and 9, 2023, at least two more areas opened up within the previous/adjacent sinkhole repair area completed back in May 2023. The Developer and contractor completed remediation once again on July 14, 2023. Well F has been offline since June 24, 2023. To protect the well, Well F will remain offline until the integrity of the remediated basin can be proven. As was reported earlier, to compensate for Well F being offline, Well M was very quickly brought into operation and has been consistently running since June 29, 2023. ECTA has been notifying DEP of all issues as they are occurring. Due to discussions had with DEP, Administrator Carl anticipates DEP follow up in the near future regarding testing requirements and the potential for Well F to be re-classified as being under the influence of surface water. ECTA currently awaits GeoServices report on the recent sinkhole remediation. In the meantime, two more areas have opened up in the initial sinkhole that was remediated twice. The Developer and contractor were again on-site July 25, 2023 and added a bentonite additive to the clay which they thought resolved the situation. However, by the time Administrator Carl went out to the site to meet with the Developer and inspect the situation, the basin was found to be empty. The Developer had a 6,500 gallon tanker delivered and emptied the water into the basin in an attempt to prove the clay cap was holding due to the bentonite additive, but after approximately 45 minutes, the water had disappeared. Administrator Carl is awaiting a response from the Developer once again on a plan of action. ECTA will continue to track staff's time, consultants' time, testing costs, etc. for submission to the Developer for reimbursement.

**WELL M EMERGENCY GENERATOR:** With Well F being offline, Well M is now ECTA's primary water supply. Administrator Carl has been evaluating options for a new portable emergency generator to replace ECTA's current 60 KW portable backup generator which is 40 years old. He has received and reviewed multiple quotes from generator manufacturers as a result of working with Keystone to appropriately size and select a portable generator that could be versatile enough to serve Well M on an immediate basis (with a 25 HP pump), all other remaining wells as needed, and serve the future once Well M is upsized with a larger 75 HP pump. Administrator Carl requested the Board's consent to

engage the services of Keystone Engineering, Inc. to prepare a performance spec to obtain official bids through COSTARS for a 70 KW portable emergency generator on a T&M basis with an estimated fee of \$2,900. The Board agreed to allow Administrator Carl to work with Keystone Engineering on preparing the emergency portable generator spec package.

**PLGIT INVESTMENTS:** On July 25, 2023, ECTA conducted their quarterly review meeting with PLGIT representative Matt Conlin. ECTA's current investments, investment rates and terms, as well as market trends and projections, were discussed. ECTA continues to be positioned with a well-structured investment ladder with all Term and CD investments at rates between 5.05-5.84%.

**SUPERINTENDENT'S UPDATE:** A complete copy of the update is on file in the Authority Office. Superintendent Kenneth Spitler discussed the following from his update:

**WATER ACCOUNTING AND LOSS CONTROL REPORTS:** Superintendent Spitler presented the Water Accounting and Loss Control Report for April 1 to June 30, 2023 as well as July 1, 2022 to June 30, 2023.

**CONSUMER CONFIDENCE REPORT:** The 2022 Annual Drinking Water Quality Report was compiled and completed by Michael Galley, posted on the ECTA website, and was reported to PA DEP as required.

**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:** CDM Smith must still issue record plans. DEP issued the Well M operations permit on June 20, 2023. During WATEK and Keystone testing, an issue arose with the pressure transducer, which is sending a higher pressure signal than actually seen at Well M. Keystone has identified the issue, which will require replacement of the pressure sensor since it is out of the manufacturer's warranty period.

**TANK #4 WATER SYSTEM MODELING:** CDM Smith has received capital costs for new tanks and booster station and is incorporating "order of magnitude" estimates for recommended infrastructure to add to the presentation. Engineer Smith sent the final revised model analysis to Administrator Carl on July 25, 2023.

**PENNVEST PROGRAMMATIC FUNDING:** A pre-closing call is to be scheduled approximately one week after a known bid opening date for the Kurtz Road project. As part of the pre-settlement process, a self-liquidating debt report (SLDR) will need to be prepared by CDM Smith which will show that ECTA will have sufficient income to support the debt service over the 25-year term of the loan.

**STEVENS ROAD PENNDOT BRIDGE REPLACEMENT/WATER MAIN RELOCATION:** A site meeting ahead of installation is scheduled for July 31, 2023. PennDOT's inspector said all materials are expected to be delivered by August 4, 2023, and they expect to begin installation on August 7, 2023.

**STEVENS PUMPING STATION EXPANSION:** The project work is all complete, and CDM Smith is awaiting receipt of the final closeout documents from the contractors. CDM Smith must still issue record plans, as well as the DEP post construction completion certificate.

**MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT:** Construction work has begun, and ECTA staff is providing field construction inspection for this work.

**VILLAGE AT EAST COCALICO:** As requested by the Developer, CDM Smith has conducted a detailed water system modeling to confirm water main sizing to be provided in the development. The added looping in the development shows that 8-inch mains throughout will provide similar water quantity and quality to the previously discussed 10-inch mains. This is consistent during future buildout scenarios where the area is on a higher-pressure zone. For clarification, Chairman Becker asked if the modeling is showing that no additional improvements would have to be made and ECTA could provide adequate flow and pressure to this area without adversely impacting any existing customers, and Engineer Smith's response was yes.

**SWARTZVILLE ROAD/GRANDE DEVELOPMENT (PREV FOX BROOKE):** CDM Smith has conducted a detailed water system modeling to confirm water main sizing to be provided in the development. The added looping in the development shows that 8-inch mains throughout will provide similar water quantity and quality to the previously discussed 10-inch mains. This is consistent during future buildout scenarios where the area is on a higher-pressure zone. For clarification, Chairman Becker asked if the modeling is showing that no additional improvements would have to be made and ECTA could provide adequate flow and pressure to this area without adversely impacting any existing customers, and Engineer Smith's response was yes. CDM Smith continues to evaluate the receiving sewer interceptor to further define the scope of improvements that may be required to accommodate the flow.

**EARTH, TURF & WOOD:** As-built drawings were submitted on May 8, 2023. CDM Smith has reviewed them, and Engineer Smith will be sending comments to the developer's engineer for revision.

**THE CROSSINGS AT COCALICO:** CDM Smith has modeled Tank #2 and a Booster Station near the Turnpike in conjunction with the Tank #4 modeling effort so ECTA and the Crossings at Cocalico developer know more about what specific needs the Northeast portion of the system will require/what will be required of the developer. Recent modeling is showing a new elevated Tank #4, adding a Booster Station somewhere near the Turnpike and a Tank #2 that is basically in the same location as it is now but with a higher overflow elevation. CDM Smith's initial evaluation that was done years ago identified the need for two Booster Stations, one on Rt. 272 across from Riveria Pizza and one somewhere near the Turkey Hill near the Turnpike, and an elevated storage tank on Hill Road. Chairman Becker stated that ECTA bought land across from Riveria Pizza in 2008 based on CDM Smith's previous recommendation, but now ECTA is being told that ECTA will not need that land. Chairman Becker asked if CDM Smith will be reimbursing ECTA for that land since it was bought at the recommendation of CDM Smith. Chairman Becker directed Engineer Smith to discuss this issue with CDM Smith's management. CDM Smith is finalizing the Tank #4 modeling for a formal presentation to the Water Committee. Once that meeting is held, a meeting with the developer will be scheduled.

**425 SOUTH MUDDY CREEK ROAD WAREHOUSE/DIVERT:** Engineer Smith said DIVERT continues to work with the Township to address comments, which may ultimately affect DIVERT's treatment processes, so water and sewer flow/capacity amounts may be revised.

**BLACK HORSE WAREHOUSE/PURECYCLE:** The construction cost estimate and some shop drawings received on June 12, 2023 were reviewed, and CDM Smith sent comments to the developer's engineer and excavator on July 8 and July 25, 2023.

**ROECHLING MEDICAL LANCASTER (44 DENVER RD):** CDM Smith has reviewed the plans, and Engineer Smith sent a comment response on July 25, 2023.

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WEAVER (13 LAKESIDE DR): Engineer Smith reported that construction began the week of July 17, 2023. Engineer Smith asked if the construction was completed. Superintendent Spitler reported that ECTA was called for an inspection, it failed, and ECTA has not been contacted since.

TWO COUSINS PIZZA: Administrator Carl sent an email to the project's engineer on June 15, 2023 informing him that no work is to proceed until the Stream Crossing Permit is approved and provided to ECTA, and all outstanding ECTA administrative items are completed.

COCALICO COFFEE CRAFTERS (11 LONG AVENUE): Revised shop drawings were received on July 11, 2023 and were returned by CDM Smith as approved on July 17, 2023. After speaking with the plumber for the project, Engineer Smith stated that those materials are on about a 5-week lead time for production.

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

**INVOICES (see attached):** Bills included on the July 25, 2023 ECTA invoice listing were approved for payment on motion by J. Bradford Fichthorn, second by Richard Shober, and carried unanimously.

**EXECUTIVE SESSION:** Chairman Becker called an Executive Session at 7:50 p.m. to discuss potential legal issues. At 8:10 p.m., Chairman Becker 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 8:11 p.m., second by J. Bradford Fichthorn, and carried unanimously.

Respectfully submitted,



Gerald A. DeBalko  
Secretary

jae