

EAST COCALICO TOWNSHIP AUTHORITY
MEETING MINUTES
AUGUST 8, 2019

The regular, monthly meeting of the East Cocalico Township Authority was held on Thursday, August 8, 2019, 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, J. Bradford Fichthorn, David Lutz, and Raymond Wolf (Absent: Richard Shoher and one vacancy)
Solicitor: Lucy Dowd, Lucy Dowd Law
Engineer: Rachel Kirkham, CDM Smith
Administrator: Terry Reber
Employees: Kenneth Spitler, Tyler Pannebecker, Jodie Eberly
Visitors: Tom Nehilla & Mark Horst, Stone Gate; Todd Vaughn & Joe Eisenhauer, Carriage Hill; June Kinback, Resident; and Jeff Mitchell, Resident

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

MINUTES: Minutes of the monthly meeting held on July 11, 2019, were approved as presented on motion by Raymond Wolf, second by Samuel Weaver, and carried unanimously.

RECOGNITION OF VISITORS/PUBLIC COMMENT:

STONE GATE: Attorney Tom Nehilla, Barley Snyder, spoke to the Board on behalf of the developers for Stone Gate (previously Stevens Court). Attorney Nehilla said they are in the process of finalizing the Developer's Agreement and two Easement Agreements. Attorney Nehilla is requesting the Board's approval of the Developer's Agreement and Easement Agreements. After some discussion, the following motion was made:

- Gerald DeBalko made a motion to conditionally approve the standard Developer's Agreement and Easement Agreements for the Stone Gate project based upon Solicitor, Engineer and Administrator review and to authorize officers to execute those Agreements, second by David Lutz, and carried unanimously.

CARRIAGE HILL: Todd Vaughn, David Miller/Associates and Joe Eisenhauer, Landmark Homes, spoke to the Board on behalf of the developers for Carriage Hill Phase 3. They came to appeal the decision made by the Board at the last Board meeting regarding the installation of the secondary capped gravity system. They are again requesting relief from having to install the secondary system. After discussion, the Board upheld their previous decision and are requiring the secondary capped gravity system to be installed as shown in the approved plans. Chairman Becker suggested that at the time of construction, gravity laterals be installed into the homes that will be included in the secondary capped sanitary sewer gravity system. This will eliminate the need to disturb the property in the future and allow connection to the gravity system from within the home.

June Kinback, a resident who lives on Shupp Lane, is interested in filling the vacancy on the Board and came to observe a Board meeting.

TREASURER'S REPORT (see attached): Administrator Terry Reber reviewed the July 2019 financial reports. The reports were approved as presented subject to audit.

MONTHLY CAPACITY REPORTS (see attached): The July 2019 Monthly Capacity Reports were approved as presented on motion by J. 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:

YANG RESIDENCE: The 18-month warranty period for installation of water and sanitary sewer laterals at the Yang residence at 252 Hill Road, Denver, will expire on August 8, 2019. All inspections have been satisfactorily completed, and all invoices have been paid. Administrator Reber requested the Board's approval to return the \$765.00 cash in lieu of a Letter of Credit and \$740.43 in administrative escrow.

- Samuel Weaver made a motion to end the 18-month warranty period for the Yang residence at 252 Hill Road, Denver, as of August 8, 2019 and to return the \$765.00 cash used to guarantee construction of the water and sewer laterals and \$740.43 in administrative escrow, second by Raymond Wolf, and carried unanimously.

WATER TANK #4 (313 PFAUTZ HILL ROAD): On July 15, 2019, it was discovered the red warning light for the mixer in the tank was illuminated. The panel display inside the control box indicated a motor overload condition. This same code appeared last year at this time when the mixer's electrical cable became wrapped around the motor. A work crew from Utility Service (Suez) is expected to be on site this week to investigate the problem.

This 3,000,000 gallon water tank is due for inspection, repair, and repainting. The design of this tank does not allow large amounts of chlorinated water to turnover quickly. With the DEP's new chlorine sampling rules in effect, the Authority decided to postpone the 2019 inspection and repair work until a decision could be made regarding the future viability of the tank. To prepare the 2020 budget, the Board needs to decide whether the Authority is going to repair or replace Tank #4. After discussion, the Board decided to move forward with getting a proposal to conduct an evaluation study of the tank.

AUTOMATIC SPRINKLER SYSTEM QUARTERLY CHARGE: Recently, a resident in one of the new townhouses in the Heatherwoods development called to inquire about the \$25.00 quarterly sprinkler charge on his water bill. According to Section VII(D) of the Rates, Rules, and Regulations of the ECTA Water System, "Every public or private automatic building sprinkler system using service shall pay a quarterly charge as specified in Appendix A-W." The Authority's largest industrial customer with a sprinkler system is charged the same fee as the smallest residential customer with a sprinkler system. It was only in the last couple of years that residential buildings with multi-family occupancy were required by the International Residential Code (IRC) to install automatic sprinkler systems. All of the new townhomes have metered sprinkler systems and newer industrial and commercial buildings also have metered fire lines. Administrator Reber asked the Board to review the sprinkler fee regulation. After discussion, the Board instructed Administrator Reber to work with Authority staff and draft a revision to the sprinkler fee regulation for the Board's consideration at the next meeting.

RT. 272 & CHURCH STREET INTERSECTION WATER MAIN REPLACEMENT PROJECT: Dale Kopp has obtained the PADOT HOP for the project and is in the process of preparing the documents for public bidding through the PennBid system.

UNIFORMS: The Authority sent a letter to Cintas Corporation informing them the Authority will no longer require their uniform and laundry service effective September 1, 2019 citing issues with their service. The Authority did not sign Cintas's renewal contract. The public works employees would like to begin purchasing their own clothing and doing their laundry at home. Administrator Reber would like to

revise the Uniform Policy in the Employee Manual to provide a yearly allowance for each public works employee to purchase approved work clothing directly from other vendors. The Board agreed to this uniform change. Administrator Reber will present a revised Uniform Policy for approval at the September 12, 2019 Board meeting.

VOTING DELEGATE AT PMAA ANNUAL CONFERENCE: Chairman Becker will be attending the 2019 PMAA 77th Annual Conference and Trade Show at the Pocono Mountains in September. 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 the East Cocalico Township Authority's voting delegate at the 2019 PMAA 77th Annual Conference and Trade Show, second by J. Bradford Fichthorn, and carried. Daniel Becker abstained from any discussion and voting.

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

TOTAL COLIFORM RULE: The Authority has had a few issues with the sampling process, which the Authority believes to be collection error by an outside laboratory. Because of this and since Authority operators are qualified to take the samples, this sampling is now being done in-house.

HEATHERWOODS PHASES 4 & 5: Phases 4 and 5 are currently in construction. ECTA staff has been inspecting the sanitary sewer main and laterals, along with the water installation. With these phases, the ECTA inspector discovered the sanitary sewer laterals are being installed approximately 10' beyond the edge of public right-of-way, contrary to the approved plans and without prior approval by the Authority. Per ECTA RRR, authority-owned laterals end at the edge of the public right-of-way, regardless as to where the cleanout is installed. Superintendent Spitler requested something in writing from the developer asking for the Authority's approval of this variance. He also warned the developer that proceeding with construction is at their own risk. To date, the Authority has not received the variance request from the developer. The Board agreed that a formal request from the developer to allow for this variance is required.

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

WELL M: CDM Smith is working on getting the project ready for bid. The proposed bid opening date is September 11, 2019.

GEHMAN BASIN I&I INVESTIGATION: The contracts were signed by ECTA and dated on July 31, 2019. The notice to proceed was issued on August 7, 2019, and the preconstruction meeting will be scheduled in the near future. Jeff Eveland of CDM Smith will be managing the project.

STEVENS PUMPING STATION EXPANSION: Superintendent Spitler decided to continue with the diesel generator after discussing options with Martin Machinery, so that aspect of the design will not be changed. The land development plans and PENNDOT applications will be submitted next week.

FOX BROOKE: On July 24, 2019 CDM Smith responded to the Authority regarding a question from a potential buyer asking about water and sewer capacity availability for 130 EDUs.

CARRIAGE HILL PHASE 3: Landmark Homes submitted a Capacity Review and Request Application on June 5, 2019. The project involves constructing 35 single-family dwellings in the Carriage Hill subdivision. Plans were submitted on July 12, 2019 but will not be reviewed until receipt and execution of the Developer's Agreement.

SOLICITOR'S UPDATE: Solicitor Lucy Dowd had nothing to report.

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

RECOGNITION OF VISITORS/PUBLIC COMMENT: Resident Jeff Mitchell, who arrived at 7:50 p.m., came to the meeting with a few questions regarding extending public water service to the Morganshire development.

Since there was no further business to come before the Board, Gerald DeBalko made a motion to adjourn the meeting at 8:40 p.m., second by Edward Nevling, and carried unanimously.

Respectfully submitted,


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

Gerald A. DeBalko
Secretary

jae

Pursuant to Section 1103(j) of the Public Official and Employee Ethics Act ("Ethics Act"), 65 Pa.C.S. § 1103(j), this written memorandum will serve to disclose that I, Daniel J. Becker, in my capacity as Chairman of the East Cocalico Township Authority Board, have abstained from any discussion or voting on a motion at the regular meeting of August 8, 2019, pertaining to electing a voting delegate for the 2019 PMAA Annual Conference and Trade Show, due to a conflict of interest under the Ethics Act. The nature of my interest is as follows: I was being elected as the voting delegate.

Date: August 8, 2019


(Signature)