

**EAST COCALICO TOWNSHIP AUTHORITY**  
**MEETING MINUTES**  
**APRIL 11, 2019**

---

The regular, monthly meeting of the East Cocalico Township Authority was held on Thursday, April 11, 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, Raymond Wolf and Richard Shober (one vacancy)
Solicitor:	Absent
Engineer:	Rachel Kirkham, CDM Smith
Administrator:	Terry Reber
Employees:	Kenneth Spitler, 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 March 14, 2019, were approved as presented on motion by Richard Shober, second by Edward Nevling, and carried unanimously.

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

**MONTHLY CAPACITY REPORTS (see attached)**: The March 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:

**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 presented to the Board. The program was also reviewed by Authority employees.

**IMG**: The Authority recently received the final 2018 sewer budget with reconciling numbers from Ephrata Borough. The Authority owes an additional payment of \$88,325.00 or an increase of 10.5% over the original budget. Last year the Authority received a refund of \$9,679.00.

**COPENHAVER (165 NORTH LINE ROAD)**: The property at 165 North Line Road recently connected to the Authority's water system. Because it was a mandatory connection, on December 13, 2018, the Authority approved Resolution No. 2018-12-13-02 approving a payment agreement with the owners Craig and Kristen Copenhaver. The Copenhavers signed the "Agreement Regarding Payment of Water Connection Fees" on March 25, 2019. Administrator Reber presented the agreement to the Board at tonight's meeting for Board signature. The appropriate Authority officers signed the payment agreement in accordance with Resolution No. 2018-12-13-02. Solicitor Dowd will have the agreement recorded.

**GARDEN SPOT FRAME & ALIGNMENT EASEMENT**: Administrator Reber presented the Board with an Easement Agreement for a fire hydrant that will need to be relocated as part of the Garden Spot

Frame and Alignment Project along North Reading Road. The easement has been signed by the property owner. The appropriate Authority officers signed the Easement Agreement in accordance with Resolution No. 110801. Solicitor Dowd will have the Easement recorded.

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

WELL 11: The meter at Well 11 has stopped working. A new meter has been ordered. Telemetry programing will need to be performed in order to match the new meter's analog scale. Trijay has been asked to assist in this task.

WELL 14: The Well 14 distribution line in the clear well was found to be deteriorated and leaking when the pump was running. The pump and motor were nearly 20 years old. Replacement of the pump, motor and discharge line has been authorized to be completed by Kohl Brothers.

**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 continuing with pump selection, PennDOT HOP/driveway permit application, and the electrical design.

STEVENS ROAD & LINE ROAD WATER MAIN REPLACEMENT PROJECT: CDM Smith is finishing up the record drawings and will input them into the Authority's GIS system.

GEHMAN BASIN I&I INVESTIGATION: CDM Smith prepared GIS figures of the project area and is coordinating with ECTA to finalize the figures. CDM Smith is preparing the specifications and cost estimate for ECTA review. The proposed bid period is from April 24 to May 8, 2019.

GARDEN SPOT FRAME & ALIGNMENT: CDM Smith along with Authority staff attended the preconstruction meeting held on March 21, 2019.

GIS ASSISTANCE: CDM Smith and ECTA have a meeting scheduled for April 12, 2019 to discuss the next round of modifications to the GIS. CDM Smith has prepared a list of potential GIS enhancements, including prioritization and level of effort ranking, for discussion with ECTA at this meeting.

STEVENS PUMPING STATION EXPANSION: Engineer Kirkham said she is planning on getting the final plans sent to the Sewer Committee members by the end of next week.

**SOLICITOR'S UPDATE:** Solicitor Lucy Dowd was not present.

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

**OTHER MATTERS TO COME BEFORE THE BOARD:** Chairman Becker received one of the 2019 Governor's Awards for Local Government Excellence recognizing his contribution to the community and for his outstanding service to local government in the Commonwealth of PA. On April 10, 2019, Administrator Reber attended the Local Government Day Awards Ceremony along with Chairman Becker and his wife at the Governor's Residence.

Since there was no further business to come before the Board, Gerald DeBalko made a motion to adjourn the meeting at 7:28 p.m., second by David Lutz, and carried unanimously.

Respectfully submitted,



Gerald A. DeBalko  
Secretary

jae