BOARD MEETING MINUTES
OCTOBER 29, 2024

The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Tuesday, October 29, 2024 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, Richard Shober, and June Kinback (Absent: Noah Zimmerman)
Solicitor:	Absent
Engineer:	Absent
ECTA Staff:	Scott Carl, Sr., Michael Galley, Tyler Pannebecker, Lisa Shaw and Jodie Eberly
Visitors:	Kurt Williams, Salzmann Hughes (Special Counsel for ECTA)

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

MINUTES: Minutes of the monthly meeting held on September 24, 2024 were approved as presented on motion by David Lutz, seconded by J. Bradford Fichthorn, and carried unanimously.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 7:02 p.m. to discuss potential legal issues. At 7:32 p.m., Chairman Becker adjourned the Executive Session and reconvened the public meeting. The following motion was then made during the public meeting:

- Gerald DeBalko made a motion to approve the WICU Settlement Agreement, seconded by Samuel Weaver, and carried. Daniel Becker opposed.

TREASURER'S REPORT (see attached): Accountant Lisa Shaw reviewed the September 2024 financial reports. The reports were approved as presented subject to audit.

MONTHLY CAPACITY REPORTS (see attached): The September 2024 Monthly Capacity Reports were approved as presented on motion by Samuel Weaver, seconded by Richard Shober, and carried unanimously.

EXECUTIVE DIRECTOR'S UPDATE: A complete copy of the update is on file in the ECTA Office. Executive Director Scott Carl, Sr. discussed the following from his update:

WELL 10 (DENVER ROAD) TRICHLOROETHYLENE (TCE) TREATMENT PROJECT: Required quarterly sampling was done on October 9, 2024, and test results indicated an exceedance. DEP was notified, and Well 10 was taken offline. ECTA was notified by DEP that the "running annual average" (RAA) was still below the TCE sampling exceedance level of 5.0 ppb, so Well 10 was returned to operation. Even though the TCE RRA remains in compliance, ECTA has been proactively evaluating potential options regarding treatment facilities or abandonment of Well 10.

WELLS 4 & 12 ABANDONMENT: Mr. Carl will schedule a meeting with Mr. Zimmerman to go over the Agreements that now need to be executed.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: All water and sewer main and lateral work and final paving are complete. The final phase of Cured-in-Place-Pipe (CIPP) sewer main lining work, currently at approximately 60% complete, is to start November 4, 2024, with expected completion by November 8, 2024. The final phase of CIPP sewer lateral lining and manhole lining is to

start on November 13, 2024, with expected completion by the week of Thanksgiving. Punch list work has been ongoing by the contractor, and additional punch list items have been issued as they are discovered. CDM Smith and Mr. Carl recommend payment of AH Moyer's Application for Payment No. 16/FINAL (Water Project) in the amount of $206,861.60 (which includes FINAL Reconciliation Change Order No. 4 in the amount of $102,282.59 to be discussed during the Engineer's Update), and Application for Payment No. 16 (Sewer Project) in the amount of $378,050.35. They are part of ECTA's October 29, 2024 invoices to be paid for approval at tonight's meeting.

STEVENS ROAD PENNDOT BRIDGE REPLACEMENT/WATER MAIN RELOCATION: ECTA received the final As-Built drawings from CDM Smith on October 16, 2024. The drawings were reviewed and approved by ECTA staff, and Entech incorporated them into ECTA's GIS.

STEVENS PUMPING STATION EXPANSION: CDM Smith's As-Built drawings remain outstanding.

RE-PERMITTING WELL 2A: ECTA's final addendum submission issued on August 21, 2024, requesting a limit of 0.100 MGD 30-day average withdrawal and 130 GPM instantaneous maximum flow rate was accepted. Well 2A's renewal application is now on SRBC's October 30, 2024 Docket, and ECTA is awaiting final approval.

LEAD SERVICE LINE INVENTORY (LSLI): Mr. Galley submitted the initial inventory to PADEP on October 3, 2024, ahead of the October 16, 2024 deadline. With 81% of the services unknown, ECTA will be required to investigate 20% of the unknown homes to confirm service line and lateral line construction material type. The PADEP-required notification will be mailed to all properties with unknown lateral and service line materials on or before the PADEP-required November 15, 2024 deadline.

PENNVEST FUNDING (MEADOWBROOK): ECTA submitted Request for Reimbursement No. 9 for Water in the amount of $31,658.92 and No. 9 for Sewer in the amount of $114,542.38 to PENNVEST on October 1, 2024. PENNVEST approved both requests, and full reimbursement for both requests in the amount $146,201.30 was received on October 8, 2024.

KURTZ ROAD WATER MAIN REPLACEMENT PROJECT: All RIII Construction's final administrative/paperwork items were closed out, and their final check from ECTA was released on October 2, 2024. ECTA received the Contractor's Final Release, as well as the As-Built drawings from Entech. The drawings were reviewed and approved by ECTA staff, and Entech will be incorporating them into ECTA's GIS.

ECTA EMPLOYEE ANNIVERSARIES: Jodie Eberly – 16 years on October 6, 2024; Jeremy Weinhold – 9 years on October 26, 2024; Cody Schott – 1 year on October 30, 2024; and Seth Batdorf – 90 days on October 15, 2024.

DEFERRED COMPENSATION AGREEMENT: Employee Cody A. Schott will be employed by ECTA for one year as of October 30, 2024. Since he will be eligible, he would like to join ECTA's Deferred Compensation Plan.

- J. Bradford Fichthorn made a motion to approve and execute Resolution No. 2024-10-29-01 accepting the Deferred Compensation Agreement with employee Cody A. Schott, seconded by Gerald DeBalko, and carried unanimously.

PENNVEST PROGRAMMATIC FUNDING (KURTZ ROAD): ECTA submitted Request for Reimbursement No. 4 in the amount of $386,460.64 to PENNVEST on September 27, 2024. PENNVEST approved the request, and full reimbursement was received in the amount $386,460.64 on October 22, 2024.

WELL F GROUNDWATER UNDER DIRECT INFLUENCE OF SURFACE WATER (GUDI) PROJECT: Mr. Carl reviewed and processed the initial invoice for the MEMCOR membrane equipment in the amount of $135,300.00, and it is part of ECTA's October 29, 2024 invoices to be paid for approval at tonight's meeting. Mr. Carl executed the final COSTARS proposal from Trojan Technologies, Inc., and moved forward with the pre-purchase of the UV system. The required Cost-Effective Analysis to DEP in support of the PENNVEST application submission was completed and issued. WATEK issued the final draft of plans and specs for ECTA and Entech final review. The PENNVEST application was finalized and submitted on October 29, 2024.

GRANT APPLICATIONS: On November 30, 2023, ECTA submitted three grant applications to the PA Department of Community and Economic Development (DCED)'s Statewide Local Share Account program – $1M for the construction of a new elevated Water Storage Tank #2, $732K for the construction of a water booster pumping station, and $1M for the construction of a new elevated Water Storage Tank #4. ECTA has recently received DCED's decision, and all three grant requests were denied.

WATER TANK EVALUATIONS: Mr. Carl has obtained one price quote for repair items that are beyond ECTA's capabilities (i.e., roof hatch, roof vent and fine mesh screen replacements) and is awaiting additional price quotes. Mr. Carl has also received a price quote from MBA to inspect Tank #4. Costs for the Tank #1, #2, and #3 roof top repairs and Tank #4 inspection will be in the 2025 budget.

ENTECH ENGINEERING: Entech provided an Engineer's Report giving a general update on the projects they are currently working on.

COMMUNITY DEVELOPMENT UPDATE: 56 development/residential/non-residential projects are in the queue, with 24 being actively worked on in some phase of the project, four projects in the pre-warranty phase and eight projects in the warranty phase.

SECTION 125 PREMIUM ONLY PLAN: A Resolution and Adoption Agreement were presented to the Board to re-adopt the Section 125 Premium Only Plan which allows ECTA employees to have their health insurance payroll deductions paid with pre-tax dollars.

- J. Bradford Fichthorn made a motion to approve and execute Resolution No. 2024-10-29-02 and Adoption Agreement accepting the East Cocalico Township Authority's Section 125 Premium Only Plan for the time period of January 1, 2025 to December 31, 2025; seconded by June Kinback; and carried unanimously.

HEALTH INSURANCE: ECTA's group health insurance plan, which is purchased through the Intergovernmental Insurance Cooperative (IIC) administered by Benecon, is with Highmark Blue Shield. The overall premium for 2025 will increase 2.0% or approximately $3,476.00 more than 2024. ECTA's total reimbursement for the 2023 plan year was $16,667.00.

PLGIT INVESTMENTS: On October 22, 2024, ECTA conducted their quarterly review meeting with PLGIT representative Matt Conlin. ECTA's investments continue to be positioned well.

DE INDUSTRIAL (1 INDUSTRIAL WAY): An Administrative Escrow Agreement for Miscellaneous Projects and $2,000.00 Administrative Escrow, for a non-residential water project with DE Industrial LLC for the modification of the property's fire sprinkler system located at 1 Industrial Way, Denver, PA, was presented to the Board for their approval. Acceptance of this Agreement will allow this non-residential water project to move forward with ECTA.

- Richard Shober made a motion to accept and execute the Administrative Escrow Agreement for Miscellaneous Projects with DE Industrial LLC for their property located at 1 Industrial Way, Denver, PA; seconded by Samuel Weaver; and carried unanimously.

WICU (21 INDUSTRIAL WAY): On March 19, 2024, ECTA received a Developer's Agreement, $15,000.00 Water Administrative Escrow and $15,000.00 Sewer Administrative Escrow from WICU, Inc. for a non-residential water and sanitary sewer project involving a new warehouse building project for their property at 21 Industrial Way, Denver, PA. ECTA has been holding this submission due to unresolved project conditions and legal issues. Upon execution of the final Settlement Agreement by both parties, Mr. Carl is recommending acceptance of the Developer's Agreement which will allow this non-residential project to move forward with ECTA.

- David Lutz made a motion to accept and execute the Developer's Agreement with WICU, Inc. for a non-residential water and sanitary sewer project involving a new warehouse building project at their property located at 21 Industrial Way, Denver, PA, upon execution of the final Settlement Agreement by both parties; seconded by Samuel Weaver; and carried unanimously.

OPERATIONS & MAINTENANCE MANAGER'S UPDATE: A complete copy of the update is on file in the ECTA Office. O&M Manager Tyler Pannebecker discussed the following from his update:

WATER ACCOUNTING AND LOSS CONTROL REPORTS: Mr. Pannebecker presented the Water Accounting and Loss Control Reports for July 1, 2024 to September 30, 2024 as well as October 1, 2023 to September 30, 2024.

ENGINEER'S UPDATE: A complete copy of CDM Smith's update is on file in the ECTA Office. Engineer Adam Smith did not attend the meeting, but Mr. Carl reported on the following:

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: On behalf of Engineer Smith, Mr. Carl presented and explained the breakdown of Final Reconciliation Change Order No. 4 (Water) costs submitted by AH Moyer, Inc. for water-related work in the amount of $102,282.59. Engineer Smith has reviewed and approved Change Order No. 4 (Water) and is recommending payment.

- Gerald DeBalko made a motion to approve AH Moyer, Inc.'s Meadowbrook Final Reconciliation Change Order No. 4 (Water) dated October 24, 2024, in the amount of $102,282.59, and adjusting the water work dates to reflect the water work substantial completion and ready for final payment dates as October 29, 2024; seconded by J. Bradford Fichthorn; and carried unanimously.

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

INVOICES (see attached): Bills included on the October 29, 2024 ECTA invoice listing were approved for payment on motion by June Kinback, seconded by J. Bradford Fichthorn, and carried unanimously.

NEW BUSINESS:

DECEMBER 2024 MEETING DATE: The December 2024 ECTA Board meeting date has been changed from December 31, 2024 at 7:00 p.m. to December 16, 2024 at 7:00 p.m.

Since there was no further business to come before the Board, Gerald DeBalko made a motion to adjourn the meeting at 8:10 p.m., seconded by David Lutz, and carried unanimously.

Respectfully submitted,

Gerald A DeBalko

Gerald A. DeBalko
Secretary

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