BOARD MEETING MINUTES
APRIL 30, 2024

The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Tuesday, April 30, 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, Edward Nevling, J. Bradford Fichthorn, David Lutz, Richard Shober, June Kinback and Noah Zimmerman (Absent: Gerald DeBalko)
Solicitor:	Lucy Dowd, Lucy Dowd Law LLC
Engineer:	Absent
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 March 26, 2024 were approved as presented on motion by Richard Shober, second by Samuel Weaver, and carried unanimously.

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

MONTHLY CAPACITY REPORTS (see attached): The March 2024 Monthly Capacity Reports were approved as presented on motion by David Lutz, 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: Quarterly sampling was done on April 10, 2024. ECTA was notified by DEP that the "running annual average" (RAA) was still below the TCE sampling exceedance level of 5.0 ppb. The next required TCE quarterly sampling is in July 2024.

WELLS 4 & 12 ABANDONMENT: A meeting with the property owner will be scheduled in the coming months to discuss the possible options regarding the current ECTA property and easements.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: Construction Progress Meeting No. 9 was held on April 9, 2024. The sewer main installation portion of the overall construction contract is estimated at 70% complete, and the water main installation portion is estimated at 71% complete. ECTA continues to update the status of the project on their website, and every customer complaint/comment continues to be addressed. CDM Smith and Administrator Carl recommend payment of AH Moyer's Application for Payment No. 10 (Water Project) in the amount of $144,918.34 and Application for Payment No. 10 (Sewer Project) in the amount of $409,773.34. They are part of ECTA's April 30, 2024 invoices to be paid for approval at tonight's meeting.

STEVENS ROAD PENNDOT BRIDGE REPLACEMENT/WATER MAIN RELOCATION: ECTA received draft as-built drawings from CDM Smith and issued review comments. CDM Smith's final as-built drawings remain outstanding.

STEVENS PUMPING STATION EXPANSION: CDM Smith's as-built drawings remain outstanding.

RE-PERMITTING WELL 2A: The operational testing scenarios are ongoing.

PRIVATE WELLS: ECTA will continue to work towards the abandonment of more private well locations as time allows.

WICU'S PROPOSED KALAS WAREHOUSE EXPANSION & INDUSTRIAL WAY/KURTZ ROAD WATER LINE LOOP: This project's submission remains on hold with ECTA until the fully-executed project conditions agreement is received from WICU.

SOURCE WATER PROTECTION PROGRAM (SWP): Michael Galley continues to manage the overall SWP program and ECTA's NFWF grant project. SRBC's grant agreement for the "watershed signage" project has been executed; the proposal with a PennDOT-approved contractor (D.E. Gemmill, Inc.) has been executed; and Township Zoning Application approval has been secured. ECTA is working with the Township on their Wellhead Protection Land Use Questionnaire.

LANCASTER COUNTY WATERSHED ACADEMY GRANT: A pre-construction meeting for the revised stormwater outfall project at Well 10 was held on March 27, 2024; site work began on April 11, 2024; and the project was completed on April 25, 2024.

PENNVEST FUNDING (MEADOWBROOK): Water Request for Reimbursement No. 4 in the amount of $0.00 (no more loan funds to be requested as they have been maximized and only submitting to show expenditure of ARPA grant funds as required by PENNVEST) and Sewer Request No. 4 in the amount of $275,156.93 were submitted and approved and reimbursement funds were received.

KURTZ ROAD WATER MAIN REPLACEMENT PROJECT: A pre-construction meeting was held on April 3, 2024 and on-site work began April 15, 2024. The project is approximately 45% complete.

ECTA EMPLOYEE ANNIVERSARY: Samuel Weaver – 10 years on April 10, 2024.

PENNVEST PROGRAMMATIC FUNDING (KURTZ ROAD): Loan closing occurred on March 27, 2024 and all requirements have been met for ECTA to begin the reimbursement request process.

WELL F/WABASH RETENTION BASIN SINKHOLE: ECTA received DEP's response letter denying ECTA's request for a re-purge and microscopic particulate analysis (MPA) re-test. As a result, ECTA requested and received a proposal from WATEK Engineering Corporation for design, engineering and services during construction for a microfiltration/ultrafiltration treatment plant upgrade to treat the Well F Groundwater Under the Direct Influence of Surface Water (GUDI) situation. Administrator Carl recommended Board approval of the WATEK proposal dated April 1, 2024 in the total amount of $275,000.00.

- Noah Zimmerman made a motion to accept and execute the WATEK Engineering Corporation proposal dated April 1, 2024 in the total amount of $275,000.00 for design, engineering, bidding and services during construction for a microfiltration/ultrafiltration treatment plant upgrade to treat the Well F GUDI situation; second by J. Bradford Fichthorn; and carried unanimously.

WATER & SEWER TAPPING FEES: ECTA's current water and sewer tapping fees have been effect since March 1, 2008. The results of the Keystone Alliance Consulting water and sewer tapping fee calculation studies per Act 57 of 2003 justify increasing ECTA's water tapping fee to $5,795.88 and the sewer tapping fee to $8,373.42. ECTA is justified in increasing to these fees or any lesser amount. After Board discussion, the following Resolutions were adopted:

- Samuel Weaver made a motion to adopt Resolution No. 2024-04-30-01 Amending Appendix A-S of the Rates, Rules & Regulations of the ECTA Sanitary Sewer System and Revising the Sewer Tapping Fees as Mandated by Act 57 of 2003, increasing the sewer tapping fee to $8,065.13 effective immediately, and evaluating the sewer tapping fee calculation a minimum of every three years; second by Richard Shober; and carried unanimously.
- Samuel Weaver made a motion to adopt Resolution No. 2024-04-30-02 Amending Appendix A-W of the Rates, Rules & Regulations of the ECTA Water System and Revising the Water Tapping Fees as Mandated by Act 57 of 2003, increasing the water tapping fee to $5,000.00 effective immediately, and evaluating the water tapping fee calculation a minimum of every three years; second by Noah Zimmerman; and carried unanimously.

GRANT APPLICATIONS: ECTA awaits a response to the three grant applications that were submitted to the Pennsylvania Department of Community and Economic Development (DCED)'s Statewide Local Share Account program. Determination is now not expected until early to late Fall 2024. ECTA continues to respond to review comments/questions from DCED on the grant applications.

WATER TANK EVALUATIONS (TANK #1, TANK #2 & TANK #3): The final reports from MBA (the tank inspector) and Entech have been received. The tanks are considered to be in good structural shape with each tank having a list of minor maintenance and repair items to be accomplished before the next recommended re-inspections in three to five years.

ENTECH ENGINEERING: Entech provided an Engineer's Report giving an update on the projects Entech is currently working on.

COCALICO SCHOOL DISTRICT FUEL SHARING CONTRACT: ECTA awaits the School District's fully-executed Contract.

2023 AUDIT: Brown Schultz Sheridan & Fritz (BSSF) returned to the ECTA office on April 15 & 16, 2024 to continue their work. The final audit report will be submitted for Board review before the June 30, 2024 deadline.

UPCOMING AND PROPOSED PROJECTS: Currently, a total of 53 development/residential/non-residential projects are in the queue, with 20 being actively worked on in some phase of the project and ten projects in the warranty phase.

PERSONNEL COMMITTEE: A Personnel Committee meeting was held on April 30, 2024 to discuss the succession planning process and related personnel items.

WATER TREATMENT PLANT (WTP) TOUR: On April 4, 2024, ECTA hosted a third plant tour of ECTA's WTP for approximately 20 Thaddeus Stevens College second-year students and professors in the Water and Environmental Technology program.

PLGIT INVESTMENTS: On April 24, 2024, ECTA conducted their quarterly review meeting with PLGIT representative Matt Conlin. ECTA's investments continue to perform well.

17 ARABIAN COURT (MORGANSHIRE PHASES 2 & 3): Administrator Carl requested the Board's approval to end the 18-month warranty period for the sanitary sewer residential lateral relocation project located at 17 Arabian Court, Reinholds; to release their Cash in lieu of a Letter of Credit in the amount of $897.27; and to return their $500.00 in Administrative Sewer Escrow.

- Noah Zimmerman made a motion to end on April 30, 2024, the 18-month warranty period for the sanitary sewer lateral project located at 17 Arabian Court, Reinholds, PA and to return their Cash in lieu of Letter of Credit in the amount of $897.27 and return the Administrative Escrow in the amount of $500.00; second by Edward Nevling; and carried unanimously.

WATER TREATMENT PLANT (WTP) ROOF LEAK: Another WTP roof leak occurred on April 2 and 3, 2024 during a heavy rain/strong wind event. GSM Roofing investigated the issue and will be on site May 2, 2024 to complete the repair/replacement work. ECTA staff and GSM have attempted multiple repairs to remedy this problem that has been on-going since 2015 when the WTP roof/split-face block was "apparently" incorrectly/incompletely constructed.

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 Reports for January 1 to March 31, 2024 as well as April 1, 2023 to March 31, 2024.

KEN SPITLER'S RETIREMENT: On behalf of the Board and Staff, Chairman Becker presented Superintendent Spitler with a retirement gift and thanked him for his over 37 years of dedicated service.

ENGINEER'S UPDATE: A complete copy of CDM Smith's update is on file in the Authority Office. Engineer Adam Smith did not attend the meeting.

SOLICITOR'S UPDATE: Solicitor Lucy Dowd reported on the following:

CHAMPION HOME BUILDERS, INC. (101 GARDEN SPOT ROAD): Champion Home Builders asked ECTA for permission to construct a sanitary sewer extension across the property owned by BLAC Holdings, Inc. (known as Twin Pine Ford, located at 620 North Reading Road), utilizing ECTA's sanitary sewer easement on the Twin Pine Ford property. ECTA is willing to grant permission, so Solicitor Dowd drafted an Agreement between Champion Home Builders and ECTA with respect to its use of ECTA's easement. After discussion, the following Resolution was adopted:

- David Lutz made a motion to adopt Resolution No. 2024-04-30-03 approving Agreement with Champion Home Builders, Inc. and Authorizing Execution Thereof, second by J. Bradford Fichthorn, and carried unanimously.

INVOICES (see attached): Bills included on the April 30, 2024 ECTA invoice listing were approved for payment on motion by June Kinback, second by J. Bradford Fichthorn, and carried unanimously.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 7:43 p.m. to discuss potential legal issues and personnel matters. At 8:15 p.m., Chairman Becker adjourned the Executive Session and adjourned the public meeting. No action was taken during the Executive Session.

Respectfully submitted,

J. Bradford Fichthorn
Assistant Secretary

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