BOARD MEETING MINUTES
FEBRUARY 25, 2025

The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Tuesday, February 25, 2025 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, J. Bradford Fichthorn, Edward Nevling, David Lutz, Richard Shober, June Kinback and Noah Zimmerman
Solicitor:	Absent
Engineer:	Absent
ECTA Staff:	Scott Carl, Sr., Tyler Pannebecker, Lisa Shaw (via teleconference) 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 January 28, 2025 were approved as presented on motion by J. Bradford Fichthorn, seconded by Samuel Weaver, and carried unanimously.

TREASURER'S REPORT (see attached): Accountant Lisa Shaw reviewed the January 2025 financial reports via teleconference. The reports were approved as presented subject to audit.

MONTHLY CAPACITY REPORTS (see attached): The January 2025 Monthly Capacity Reports were approved as presented on motion by David Lutz, seconded by Edward Nevling, 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 RD) TRICHLOROETHYLENE (TCE) TREATMENT PROJECT: The Tier II public notification was issued February 13, 2025. Well 10 will remain offline until ECTA decides to either add TCE treatment facilities to the Well or abandon it.

WELLS 4 & 12 ABANDONMENT (2070 KRAMER MILL RD): Mr. Carl obtained the Zimmermans' acknowledgement and acceptance of the extinguishment of the October 9, 1972 Agreement and ECTA's regulation of not allowing the drilling of a private well on a property that is connected to the ECTA public water system. Now that this acknowledgement has been acquired, all water line easement and Deed Agreements presented and executed at the January 28, 2025 ECTA Board meeting were forwarded to Solicitor Dowd for legal recording.

SCADA & CONTROLS SYSTEM: The one-year warranty period expired February 21, 2025.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: The one-year warranty period began on January 28, 2025. Project closeout certification was completed with PADEP on February 12, 2025 for both the water and sewer project. CDM Smith is finalizing as-built drawings.

LEAD SERVICE LINE INVENTORY (LSLI): ECTA continues to update the inventory with information from customer survey responses, as well as documented service line materials obtained by ECTA Operators during routine inspections/operations.

PRIVATE WELLS: A site meeting/inspection was held at Earth, Turf, & Wood on January 30, 2025. ECTA also conducted a site meeting/inspection at WICU on February 20, 2025, and obtained water samples from the private wells for TCE analysis. Mr. Carl and Township Manager Tommy Ryan continue to have discussions regarding ECTA's RRRs, ECTA's concerns, and possible options for language enhancements of the Township code to better support ECTA's RRRs regarding private wells.

SOURCEWATER PROTECTION PROGRAM (SWP): Mr. Galley and Kurt Wagner with the PA Rural Water Association made a SWP presentation to fifth-grade students at Reamstown Elementary on February 4, 2025 and Denver Elementary School on February 5, 2025.

PENNVEST FUNDING (MEADOWBROOK): ECTA received approval/reimbursement of the FINAL Request for Reimbursement for the Water project in the amount of $109,530.15. ECTA's Pre-Final Request for Reimbursement for the Sewer project in the amount of $333,410.15 was approved by PENNVEST, and full reimbursement was received on February 11, 2025. Interim amortization schedules for both loans have been received.

ECTA EMPLOYEE ANNIVERSARY: Michael Galley – Three years on February 28, 2025.

WELL F/WABASH RETENTION BASIN SINKHOLE: Mr. Carl continues to communicate with ECTA's special counsel Salzmann Hughes regarding this ongoing legal issue.

WELL F GROUNDWATER UNDER DIRECT INFLUENCE OF SURFACE WATER (GUDI) PROJECT: The PENNVEST application was submitted on January 31, 2025. The PENNVEST Letter of No Prejudice (LONP) for the construction phase was received on February 12, 2025. The Mechanical, Electrical and Plumbing (MEP) permit from the Township was also received on February 12, 2025. The UV equipment was delivered on February 10, 2025. Executed contract document packages from each low bidder were received and reviewed by WATEK, Solicitor Dowd and Mr. Carl and were deemed acceptable for final execution by the Board. Mr. Carl presented them to the Board for approval.

- Gerald DeBalko made a motion to execute the contract documents for the Water Treatment Facility (GUDI) Upgrade Project for Contract 1 (General Contractor) LB Industries, Inc. in the amount of $636,604 and for Contract 2 (Electrical Contractor) Garden Spot Electric, Inc. in the amount of $248,500, and to allow WATEK Engineering to prepare and issue Notices to Proceed to each contractor; seconded by J. Bradford Fichthorn; and carried unanimously.

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

MASTER METER 3G REGISTERS/NEPTUNE METERS: 54 of the 190 currently known failed Master Meter 3G registers have been replaced with new Neptune meters. ECTA received a Neptune Belt Clip Transceiver and training (at no cost) on January 31, 2025, as well as access to the new Neptune 360 meter data management app.

SRBC CONSUMPTIVE USE MITIGATION GRANT: The grant application for a system-wide water meter replacement project with full AMI capability including installation estimated at $1,369,412 (with an 80/20 match requirement) was submitted on January 31, 2025.

HILL RD & WHITE OAK RD CULVERT REPLACEMENT PROJECT: The Township will begin construction activities on this culvert replacement project on March 3, 2025. Hill Road will be closed starting on March 3, 2025, with ECTA waterline relocation work beginning on March 10, 2025 and ending March 14, 2025.

LABS (38 E CHURCH ST): An Administrative Escrow Agreement for Miscellaneous Projects and $1,000.00 Administrative Escrow was submitted by Jeremy Labs for a Residential project involving the proposed extension of his privately-owned water and sanitary sewer service lines at 38 East Church Street. Acceptance of this Agreement will allow this Residential project to move forward with ECTA.

- Gerald DeBalko made a motion to accept and execute the Administrative Escrow Agreement for Miscellaneous Projects for a Residential water and sanitary sewer project with Jeremy Labs for the proposed extension of his privately-owned water and sanitary sewer service lines at 38 East Church Street, Stevens; seconded by David Lutz; and carried unanimously.

PERSONNEL COMMITTEE: A Personnel Committee meeting was held on February 3, 2025 to discuss miscellaneous employee-related topics. A Personnel Committee meeting was held on February 25, 2025 to discuss a proposed revision to the ECTA Employee Safety Manual and ongoing personnel-related topics.

ECTA EMPLOYEE SAFETY MANUAL: ECTA's Safety Committee completed a revision to Section XVII Personal Protective Equipment Standard Operating Procedure (SOP) to include hard hat requirements. The Personnel Committee reviewed the revised SOP and recommended it be adopted and incorporated into ECTA's Safety Manual.

- Samuel Weaver made a motion to adopt the revised Personal Protective Equipment SOP as presented and replace Section XVII of the ECTA Employee Safety Manual with the revised Personal Protective Equipment SOP; seconded by June Kinback; 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 had nothing to add to his update.

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, and nothing was discussed from his update.

SOLICITOR'S UPDATE: Solicitor Lucy Dowd did not attend the meeting. Mr. Carl gave a general update that he is working with Solicitor Dowd on multiple miscellaneous efforts.

INVOICES (see attached): Bills included on the February 25, 2025 ECTA invoice listing were approved for payment on motion by Noah Zimmerman, seconded by June Kinback, and carried unanimously.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 7:32 p.m. to discuss potential legal issues and personnel matters. At 7:59 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 8:00 p.m., seconded by June Kinback, and carried unanimously.

Respectfully submitted,

Gerald A. DeBalko
Secretary

jae