BOARD MEETING MINUTES
MARCH 25, 2025

The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Tuesday, March 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 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:	None

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

MINUTES: Minutes of the monthly meeting held on February 25, 2025 were approved as presented on motion by David Lutz, seconded by June Kinback, and carried unanimously.

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

MONTHLY CAPACITY REPORTS (see attached): The February 2025 Monthly Capacity Reports were approved as presented on motion by Samuel Weaver, seconded by J. Bradford Fichthorn, 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 Well remains offline and cannot be utilized until treatment facilities are in place for TCE removal. Even though the well is offline, DEP still requires continued sampling of the well. Based upon Well 10's history with TCE challenges; its very limited contribution of 3% of ECTA's daily water production; and the estimated $400,000 it will cost for treatment facilities for TCE removal, Mr. Carl and ECTA Staff recommended proceeding with the abandonment of Well 10. Estimated costs for the abandonment process, which are not included in the 2025 budget, are approximately $15,000. After Board discussion, the following motion was made:

- Richard Shober made a motion to proceed with the abandonment of Well 10 and allow the Executive Director to work with GeoServices to prepare the necessary PADEP well abandonment permit documentation and a specifications package to obtain bids from viable contractors to accomplish the physical abandonment; seconded by Samuel Weaver; and carried unanimously.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: On March 25, 2025, ECTA submitted the final request for reimbursement from PENNVEST for the sewer project. ECTA awaits the final as-built drawings from CDM Smith.

CHAPTER 94 REPORT: The annual Chapter 94 Municipal Waste Load Management report for the ECTA sanitary sewer collection system was completed by ECTA Staff and submitted to Adamstown Borough and Ephrata Borough Authority on February 28, 2025.

PRIVATE WELLS: On February 28, 2025, Mr. Carl issued a letter of "non-compliance and required action" to Earth, Turf, & Wood to sever the cross connection of their private well by March 15, 2025. On March 17, 2025, Mr. Carl emailed Earth, Turf, & Wood regarding their noncompliance with the March 15, 2025 deadline. With no response, Solicitor Lucy Dowd issued a final letter on March 25, 2025.

WICU's private well water samples were negative for TCE. ECTA reviewed all sanitary sewer televising reports and internal plumbing/piping inspection reports as required by the Settlement Agreement. ECTA issued a letter on March 18, 2025 requesting an action plan to address the deficiencies noted.

SOURCEWATER PROTECTION PROGRAM (SWP): The required annual SWP Certification Form was submitted to PA DEP on March 7, 2025.

PENNVEST FUNDING (MEADOWBROOK): ECTA submitted the final Request for Reimbursement for the Sewer project in the amount of $16,868.48 on March 25, 2025.

WELL F/WABASH RETENTION BASIN SINKHOLE: Mr. Carl continues to communicate with ECTA's special counsel Salzmann Hughes regarding this ongoing legal issue. ECTA is working on a Right-to-Know Request response that is due by April 4, 2025.

WELL F GROUNDWATER UNDER DIRECT INFLUENCE OF SURFACE WATER (GUDI) PROJECT: Both the preconstruction meeting and the SCADA & Controls coordination meeting were held on March 6, 2025. Garden Spot Electric began site work on March 17, 2025. On March 20, 2025, ECTA completed the De Minimis Waiver documentation process confirmation and moved forward with miscellaneous process piping, valves, check valves and Y-strainer shop drawing approvals and ordering. The next progress meeting will be held on April 9, 2025.

WATER TREATMENT PLANT (WTP) NANO FILTRATION: The nano filtration (NF) elements were identified for replacement in 2023 and again in 2024 but were delayed because of clean-in-place (CIP) cleaning efforts by ECTA staff. NF elements typically last seven to nine years. The WTP's NF elements are over nine years old and have reached the end of their useful life. $200,000 was budgeted for 2025 for their replacement (carryover estimate from 2023 and 2024). Current cost estimates came in at $660/element, $720/element, $730/element and $770/element. The lowest estimate was obtained from MEMCOR on direct purchase from MEMCOR through the existing COSTARS contract in place with Riordan Materials for the ultrafiltration (UF) system. Mr. Carl requested Board approval to move forward with the purchase of the new NF membrane elements at a total cost of approximately $70,000 which includes ancillary parts, seals, gaskets, O-rings, etc. The work would be accomplished in-house by WATEK and ECTA operations staff.

- Samuel Weaver made a motion to move forward with the purchase of the new NF membrane elements via direct purchase from MEMCOR through the existing COSTARS contract in place with Riordan Materials for the UF system at a total cost of approximately $70,000; 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.

WATER TREATMENT PLANT ROOF LEAK: This repair is being done as part of the Water Treatment Plant GUDI Upgrade Project. A pre-construction meeting is scheduled for April 9, 2025.

MASTER METER 3G REGISTERS/NEPTUNE METERS: As of March 21, 2025, 137 of the 187 currently known failed Master Meter 3G registers have been replaced with new Neptune meters.

SRBC CONSUMPTIVE USE MITIGATION GRANT: Determination of ECTA's 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) is expected by Summer 2025.

HILL RD & WHITE OAK RD CULVERT REPLACEMENT PROJECT: ECTA's newly-installed water main was flushed and put into service on March 24, 2025. Cutting and capping of the old water main is expected to be done on March 26, 2025.

PERSONNEL COMMITTEE: The Personnel Committee recommends allowing ECTA employees to work on their private vehicles during off-duty hours at the ECTA garage, as long as they sign a Waiver, Indemnification and Hold Harmless Agreement. Mr. Carl presented the Board with Resolution No. 2025-03-25, prepared by Solicitor Dowd, approving Waiver, Indemnification and Hold Harmless Agreement and authorizing execution thereof.

- David Lutz made a motion to accept and execute Resolution 2025-03-25 approving Waiver, Indemnification and Hold Harmless Agreement and authorizing execution thereof; seconded by J. Bradford Fichthorn; and carried unanimously.

34 DENVER RD SPRINKLER MODIFICATION PROJECT: An Administrative Escrow Agreement for Miscellaneous Projects and $2,000.00 Administrative Escrow was submitted by 34 Denver Road, LLC for a Non-Residential water project for its property at 34 Denver Road, Denver. The Township is requiring a modification to the property's fire sprinkler system, so ECTA must review the sprinkler system needs. Acceptance of this Agreement will allow this Non-Residential water project to move forward with ECTA.

- Samuel Weaver made a motion to accept and execute the Administrative Escrow Agreement for Miscellaneous Projects for a Non-Residential water project with 34 Denver Road, LLC for the modification of the property's fire sprinkler system located at 34 Denver Road, Denver; seconded by Richard Shober; and carried unanimously.

MEMBERS 1ST FEDERAL CREDIT UNION: The 18-month warranty period for the Members 1st Federal Credit Union water and sanitary sewer project located at 2050 North Reading Road, Denver, was set to expire on December 27, 2024; but the developer only recently completed the outstanding items. Since the project has passed ECTA inspection and all outstanding items have been addressed, Mr. Carl recommended ending this project's 18-month warranty period. ECTA is holding a Letter of Credit in the amount of $12,900.00, as well as $7,500.00 Administrative Water Escrow and $7,500.00 Administrative Sewer Escrow.

- June Kinback made a motion to end as of March 25, 2025, the 18-month warranty period for the Members 1st water and sanitary sewer project located at 2050 North Reading Road, Denver and to release their Letter of Credit in the amount of $12,900.00 and return the Administrative Escrow in the amount of $15,000.00; seconded by Samuel Weaver; and carried unanimously.

HMW PROPERTIES (NORTH READING ROAD LOT 2): A Developer's Agreement, $7,500.00 Administrative Water Escrow, and $7,500.00 Administrative Sewer Escrow were submitted by HMW Properties, LLC for their proposed Non-Residential water and sanitary sewer project located at North Reading Road Lot 2, Denver. Acceptance of this Agreement will allow this Non-Residential project to move forward with ECTA.

- J. Bradford Fichthorn made a motion to accept and execute the Developer's Agreement with HMW Properties, LLC for their proposed Non-Residential water and sanitary sewer project for their property at North Reading Road Lot 2, Denver; seconded by Richard Shober; 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: CDM Smith will no longer be submitting a formal update for Board meetings. Engineer Adam Smith did not attend the meeting, but Mr. Carl reported on the following:

CONSTRUCTION SPECIFICATIONS FOR WATER & SANITARY SEWER SYSTEMS: Over the past year, CDM Smith has been working with ECTA Staff on updating the Water and Sanitary Sewer System Construction Specifications and details. CDM Smith submitted the final draft versions to ECTA on March 25, 2025 for ECTA review.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: CDM Smith expects to submit a draft of the as-built drawings by March 28, 2025 for ECTA review.

DEVELOPMENT PROJECTS: CDM Smith is finishing up a few outstanding development project items. Since CDM Smith is continuing to phase out, they will not be working on any new projects.

SOLICITOR'S UPDATE: Solicitor Lucy Dowd did not attend the meeting. Mr. Carl stated he has been working with Solicitor Dowd on miscellaneous matters.

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

Since there was no further business to come before the Board, Gerald DeBalko made a motion to adjourn the meeting at 7:45 p.m., seconded by David Lutz, and carried unanimously.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 7:46 p.m. to discuss potential legal and personnel matters. At 8:12 p.m., Chairman Becker adjourned the Executive Session. No action was taken during the Executive Session.

Respectfully submitted,

Gerald A. DeBalko
Secretary

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