BOARD MEETING MINUTES
SEPTEMBER 24, 2024

The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Tuesday, September 24, 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, June Kinback and 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 August 27, 2024 were approved as presented on motion by J. Bradford Fichthorn, seconded by Gerald DeBalko, and carried unanimously.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 7:05 p.m. to discuss potential legal issues. At 8:03 p.m., Chairman Becker adjourned the Executive Session and reconvened the public meeting. No action was taken during the Executive Session.

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

MONTHLY CAPACITY REPORTS (see attached): The August 2024 Monthly Capacity Reports were approved as presented on motion by David Lutz, seconded by Samuel Weaver, 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:

WELLS 4 & 12 ABANDONMENT: Mr. Carl sent a letter to Lester Zimmerman stating the ECTA Board voted unanimously to uphold its Rates, Rules & Regulations and will not allow the drilling of a private well on a property that is connected to the ECTA public water system. The letter also stated that the 1972 Agreement is now null and void since the Wells have been abandoned and ECTA is deeding back the property. 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: Construction Progress Meeting No. 14 was held on September 10, 2024. All water and sewer main work, all water and sewer lateral installations, and final paving are complete in the Meadowbrook Development. The second round of CIPP lateral lining work started August 26, 2024 and is at approximately 50% complete. The final round of main line CIPP lining work is scheduled to re-start in early October 2024 and is expected to be completed by Thanksgiving. CDM Smith and Mr. Carl recommend payment of AH Moyer's Application for Payment No. 15 (Water Project) in the amount of $98,959.02 and Application for Payment No. 15 (Sewer Project) in the amount of $103,476.38. They are part of ECTA's September 24, 2024 invoices to be paid for approval at tonight's meeting.

STEVENS ROAD PENNDOT BRIDGE REPLACEMENT/WATER MAIN RELOCATION: The final project cost is $319,890.39, so ECTA's 25% share amount is $79,472.60 (budgeted at $75,000). After thorough review by CDM Smith and Mr. Carl, Mr. Carl approved the final reconciliation invoice of $79,472.60. This closes out the project with PennDOT; however, 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: ECTA still awaits a response from SRBC on 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.

LEAD SERVICE LINE INVENTORY (LSLI): Mr. Galley has completed the initial inventory; however, 81% of the services remain unknown. ECTA will be required to investigate 20% of the 81% unknown homes to confirm service line and lateral line construction material type.

SOURCE WATER PROTECTION PROGRAM (SWP): ECTA's request for a one-year extension on the NFWF Grant to September 30, 2025 was approved.

PENNVEST FUNDING (MEADOWBROOK): ECTA will be submitting Request for Reimbursement No. 9 for Water and No. 9 for Sewer by September 27, 2024.

KURTZ ROAD WATER MAIN REPLACEMENT PROJECT: All final punch list items were completed. Entech and Mr. Carl approved "Final" Contract Reconciliation Change Order No. 2 in the credit amount of $113,441.99 and recommend payment of RIII's "Final" Application for Payment No. 4 in the amount of $368,827.26. It is part of ECTA's September 24, 2024 invoices to be paid for approval at tonight's meeting. Mr. Carl will hold that payment until all outstanding administrative items are completed. The PADEP/PENNVEST site inspection is scheduled for September 30, 2024.

PENNVEST PROGRAMMATIC FUNDING (KURTZ ROAD): ECTA will be submitting Request for Reimbursement No. 4 to PENNVEST by September 27, 2024.

WELL F GROUNDWATER UNDER DIRECT INFLUENCE OF SURFACE WATER (GUDI) PROJECT: On September 11, 2024, ECTA received the approved Letter of No Prejudice (LONP) from PENNVEST. On September 12, 2024, ECTA received Categorical Exclusion approval from PADEP. On September 12, 2024, Mr. Carl executed the COSTARS quote from MEMCOR's membrane manufacturer representative Riordan Materials Corporation in the amount of $1,353,000; and the fully-executed COSTARS quote was returned to ECTA on September 13, 2024. On September 3, 2024, ECTA received DEP approval on Trojan Technologies, Inc's UV system. ECTA is awaiting a formal proposal on the UV system from Trojan via their manufacturer's rep Kappe Associates. It is expected that ECTA will also pre-purchase the UV system through COSTARS. To submit the PENNVEST application for financial assistance, ECTA must provide a Letter of Responsibility and a Resolution to Apply with the application. Mr. Carl presented the Board with these documents.

- Gerald DeBalko made a motion to execute the Letter of Responsibility for Drinking Water System Improvements and adopt Resolution No. 2024-09-24 authorizing the Executive Director to execute a financial assistance application on behalf of the Authority to the Pennsylvania Infrastructure Investment Authority (PENNVEST) for the Water Treatment Facility (GUDI) Upgrade Project; seconded by J. Bradford Fichthorn; and carried unanimously.

- Noah Zimmerman made a motion to allow the Executive Director to move forward with execution of the forthcoming COSTARS quote from Trojan Technology's manufacturer representative Kappe Associates, Inc. upon review and joint approval of said quote by WATEK Engineering and the Executive Director; seconded by Samuel Weaver; and carried unanimously.

WATER TREATMENT PLANT (WTP) ROOF TOP UNIT (RTU) NO. 2: RTU No. 2 is the primary heating and cooling system for the WTP's electrical room, and it has once again failed. This unit has been troublesome for the past couple of years. Since ECTA has already invested money in repairing the unit, it was decided the best course of action was to replace the unit. Four (4) proposals for complete replacement of RTU No. 2 were received, and they were as follows: $26,141.00; $26,596.00; $30,025.29; and $35,290.00. After thorough review of the proposals, Mr. Carl recommended proceeding with the lowest price proposal of $26,141.00 received from ECTA's long-standing service provider eciService from Dillsburg, PA.

- Samuel Weaver made a motion to allow the Executive Director to move forward with execution of the proposal received from eciService from Dillsburg, PA for the complete replacement of RTU No. 2 in the amount of $26,141.00, seconded by June Kinback, and carried unanimously.

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

COMMUNITY DEVELOPMENT UPDATE: 54 development/residential/non-residential projects are in the queue, with 25 being actively worked on in some phase of the project, four projects in the pre-warranty phase and nine projects in the warranty phase.

WATER TREATMENT PLANT (WTP) ROOF LEAK: Mr. Carl issued the Notice to Proceed to Aurora Architecture for the architectural services related to the removal and replacement of the lower portion of the split-face block wall system. The Architect's final design drawings were provided to WATEK on September 17, 2024, for inclusion in WATEK's GUDI Upgrade bid package.

BLACK HORSE WAREHOUSE/PURECYCLE: In accordance with Section III.B.4 of the ECTA Administrative Procedures, Wright Ebersole, LLC has requested a bond reduction for work completed to date. The Authority currently holds a Site Improvement Bond in the amount of $422,911.50. Since the water and sewer facilities that will eventually be dedicated to the Authority are complete, CDM Smith and Mr. Carl reviewed the request and found it to be acceptable. Mr. Carl requested Board approval to reduce the bond value to $38,446.50. The 18-month warranty period will not start until the as-built plans and final administrative items have been submitted and approved by ECTA. At that time, the Site Improvement Bond shall be extinguished, and Wright Ebersole, LLC will be required to submit a maintenance bond to cover the 18-month warranty period.

- Richard Shober made a motion to approve the reduction of the Wright Ebersole, LLC Site Improvement Bond for the Black Horse Warehouse/PureCycle project in the amount of $422,911.50 to $38,446.50; seconded by J. Bradford Fichthorn; and carried unanimously.

HERITAGE MENNONITE CHURCH: Heritage Mennonite Church initially submitted to ECTA an Administrative Escrow Agreement for Miscellaneous Projects along with $500.00 water administrative escrow and $500.00 sewer administrative escrow. The project's scope of work changed from the relocation of the privately-owned water and sanitary sewer service lines to the installation of a new water lateral and meter pit, so a Short Form Developer's Agreement was executed and $7,500.00 water administrative escrow was submitted. Because of this, Mr. Carl recommended the return of the Applicant's initial $1,000.00 administrative escrow.

- J. Bradford Fichthorn made a motion to return the initial administrative escrow associated with the initial Administrative Escrow Agreement for Miscellaneous Projects in the amount of $1,000.00 to Heritage Mennonite Church, seconded by Edward Nevling, 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, but Mr. Carl reported on the following:

WATER TREATMENT PLANT FAULTY CHLORINE & VENTILATION CONTROL PANEL: Since the construction of the WTP, ECTA has had issues with a faulty chlorine and ventilation control panel. The panel was found to be redundant by Berkshire Systems Group and was temporarily disconnected to eliminate nuisance alarms. Between CDM Smith, Technicon, and ECTA, it was recently confirmed that all chlorine and ventilation alarm functionality exists through SCADA, and battery backup need was replaced when the emergency generator was added to the WTP, so the faulty chlorine and ventilation control panel is no longer required and may be removed.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: It is expected that one additional reconciliation change order to close out the project will be requested once all construction work is complete.

SWARTZVILLE ROAD/GRANDE DEVELOPMENT (PREV FOX BROOKE): CDM Smith completed their evaluation of the receiving sewer inceptor sizing and improvements and submitted the final memorandum to ECTA on September 23, 2024.

CHAMPION HOME BUILDERS: This sanitary sewer extension project began construction on August 19, 2024 and is almost complete. Entech provided inspection services for ECTA.

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

INVOICES (see attached): Bills included on the September 24, 2024 ECTA invoice listing were approved for payment on motion by David Lutz, seconded by Noah Zimmerman, and carried unanimously.

Since there was no further business to come before the Board, Gerald DeBalko made a motion to adjourn the meeting at 8:25 p.m., seconded by June Kinback, and carried unanimously.

Respectfully submitted,

Gerald A. DeBalko
Secretary

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