BOARD MEETING MINUTES
DECEMBER 16, 2024

The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Monday, December 16, 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:	None

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

MINUTES: Minutes of the monthly meeting held on November 26, 2024 were approved as presented on motion by J. Bradford Fichthorn, seconded by David Lutz, and carried unanimously.

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

OFFICERS' AND PROJECT MANAGERS' COMPENSATION FOR 2024: Edward Nevling made a motion to accept the Officers' and Project Managers' compensation for the 2024 calendar year as proposed and budgeted, to be paid in December 2024, seconded by Richard Shober, and carried unanimously.

2025 WAGE RATE STRUCTURE: Edward Nevling made a motion to approve the 2025 Wage Rate Structure effective with the first pay period which includes January 1, 2025, seconded by David Lutz, and carried unanimously.

2025 WATER AND SEWER BUDGETS: Chairman Becker provided comments on the Water and Sewer Budgets, and Board members again asked ECTA staff questions. Refinancing the water treatment plant construction loan (Funded Debt Series of 2020) was again discussed as well as paying the principal due in December 2025 with sewer funds. Due to continuing inflation; increased prices on goods, services and chemicals; continuing increases in electric costs; increases in wastewater treatment costs; continuing long-term debt service for construction of the water treatment plant; and forecasted capital improvement projects, the Board discussed water and sewer rate increases.

- Edward Nevling made a motion to adopt Resolution No. 2024-12-16-W accepting the Water Operating Budget for the calendar year ending December 31, 2025, increasing the water rate 4.5% or $0.35 from $7.65 to $8.00 per 1,000 gallons, beginning with usage starting on January 1, 2025, seconded by Samuel Weaver, and carried. June Kinback opposed.

- Edward Nevling made a motion to adopt Resolution No. 2024-12-16-S accepting the Sewer Operating Budget for the calendar year ending December 31, 2025, increasing the sewer rate 4% or $0.55 from $13.30 to $13.85 per 1,000 gallons which will increase the flat rate sewer from $172.90 per quarter to $180.05 per quarter, beginning with usage starting on January 1, 2025, seconded by Richard Shober, and carried. Samuel Weaver and June Kinback opposed.

MONTHLY CAPACITY REPORTS (see attached): The November 2024 Monthly Capacity Reports were approved as presented on motion by J. Bradford Fichthorn, 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:

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: The CIPP lining and manhole lining is expected to be completed by December 20, 2024. Substantial Completion Certification for the sewer project is expected the week of December 23, 2024. CDM Smith and Mr. Carl recommend payment of AH Moyer's Pre-Final Application for Payment No. 17 (Sewer Project) in the amount of $407,868.96. It is part of ECTA's December 16, 2024 invoices to be approved for payment at tonight's meeting.

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

RE-PERMITTING WELL 2A: The SRBC website indicates that ECTA was granted final application approval at the December 12, 2024 SRBC business meeting. ECTA awaits official notification.

WICU BUILDING ADDITION: This project's Capacity Review & Request Application is under review. As per the Agreement, the sewer laterals have been televised, and ECTA awaits submittal of the videos for review.

PENNVEST FUNDING (MEADOWBROOK): ECTA's Request for Reimbursement No. 10 for Sewer in the amount of $378,050.35 was approved by PENNVEST, and full reimbursement was received on December 5, 2024.

PENNVEST PROGRAMMATIC FUNDING (KURTZ ROAD): ECTA submitted the Final Request for Reimbursement No. 5 to PENNVEST on December 11, 2024. DEP approval was issued to PENNVEST on December 16, 2024.

WELL F/WABASH RETENTION BASIN SINKHOLE: ECTA expects at least three more site tours in the coming month(s) with the remaining entities named in the legal notices. ECTA also expects formal Right-To-Know requests to be forthcoming.

WELL F GROUNDWATER UNDER DIRECT INFLUENCE OF SURFACE WATER (GUDI) PROJECT: After a slow response from DEP and then seven rounds of review comments and responses between DEP and WATEK, DEP finally indicated construction permit issuance would occur by December 13, 2024. After advising PENNVEST of this issuance date, PENNVEST informed Mr. Carl that DEP timing was too late, and ECTA missed the January 2025 PENNVEST Board meeting cutoff. ECTA will have to resubmit a new loan application in February 2025 for the April 2025 PENNVEST Board meeting. ECTA is still moving forward with the upgrade project and will be posting the bid package on PENNBID December 18, 2024; hold the mandatory pre-bid meeting January 8, 2025; receive bids by January 24, 2025; and make the low bidder recommendation at the January 28, 2025 Board meeting.

MASTER METER 3G REGISTERS/WATER COMMITTEE MEETING: In 2013/2014, ECTA completed a full meter changeout of all residential customers with new Master Meter Multi-Jet 3G water meters that had a 20-year warranty. From February 2021 to September 2022, Master Meter provided at no cost, and ECTA replaced, approximately 900 3G registers that Master Meter determined were from a production lot that had a battery malfunction. The batteries within the remaining 3G registers throughout

the system have now been prematurely dying, causing meter reading issues for well over a year now. While the water meter itself continues to function properly, the battery within the register dies and the reading cannot be transmitted to ECTA. Furthermore, ECTA could not and cannot get new 3G meter registers from Master Meter in a timely manner to replace the meter registers as they were/are dying. Because of this, customers with dead batteries have and continue to receive estimated bills based on their historical usage. A Water Committee meeting was held on December 16, 2024 at 6:15 pm to discuss the on-going battery issues and possible options to rectify the situation. ECTA staff researched and held meetings with four meter manufacturers (including Master Meter) for possible short-term and long-term options. The Staff's conclusion and recommendation to the Committee was to abandon Master Meter and move to Neptune water meters. The 2025 budget includes replacement of the failing Master Meter 3G registers with new Master Meter 4G Allegro registers at $204/register. However, ECTA Staff has concerns about putting brand new Master Meter 4G Allegro registers on top of the existing 10-12 year old meter bases. The Neptune cost for a brand-new meter (meter base and register) is $316/meter. Mr. Carl brought ECTA Staff's recommendation before the full Board at tonight's meeting. After much discussion, Chairman Becker instructed the Water Committee and ECTA Staff to work together in making a final decision and to move forward with that decision.

2024 AUDIT: Preliminary audit work with Brown Plus is scheduled for January 6, 2025.

2025 CONSULTANTS' RATES: Rate schedules for 2025 were received from Lucy Dowd Law, CDM Smith, Keystone Engineering Group Inc., WATEK Engineering Corporation, Entech Engineering Inc., Aurora Architecture, GeoServices Inc., Keystone Alliance Consulting and Salzmann Hughes, P.C. and were reviewed by Mr. Carl. They were presented to the Board at tonight's meeting and will be voted on at the next meeting.

LEAD SERVICE LINE INVENTORY (LSLI): Mr. Galley reported that approximately 150 customers have responded to the survey so far.

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 MAIN BREAKS: ECTA staff repaired a water main break on December 6, 2024 at 3 Sharp Avenue and another on December 7, 2024 at 307 Stevens Road.

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 presented the following:

CAPITAL CONTRIBUTION RATE: ECTA Resolution No. 2014-06-12-2 permits an increase in the capital contribution rate of at least 3% per year. The current Capital Contribution Rate is $3,845.00 per water EDU and has been in effect since January 1, 2024.

- Richard Shober made a motion to approve and execute Resolution No. 2024-12-16-01 increasing the Capital Contribution Rate 3% from $3,845.00 to $3,960.00 per water EDU effective January 1, 2025, seconded by David Lutz, 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 December 16, 2024 ECTA invoice listing with the exception of invoices from CDM Smith were approved for payment on motion by Gerald DeBalko, seconded by Samuel Weaver, and carried unanimously.

NEW BUSINESS:

IRS MILEAGE RATE FOR 2025: Samuel Weaver made a motion to pay the 2025 maximum permissible mileage rate, seconded by Gerald DeBalko, and carried unanimously.

NOMINATING COMMITTEE: Chairman Becker appointed Richard Shober, Gerald DeBalko, and J. Bradford Fichthorn as the Nominating Committee for Officers for 2025.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 8:42 p.m. to discuss personnel matters. At 9:03 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 9:04 p.m., seconded by David Lutz, and carried unanimously.

Respectfully submitted,

Gerald A DeBalko

Gerald A. DeBalko
Secretary

jae