EAST COCALICO WATER & SEWER TOWNSHIP AUTHORITY

BOARD MEETING MINUTES
JULY 29, 2025

The regular, monthly meeting of the East Cocalico Township Authority (ECTA) was held on Tuesday, July 29, 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, Jr., 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., Michael Galley, Lisa Shaw and Jodie Eberly
Visitors:	None

Chairman Daniel Becker called the meeting to order at 7:00 p.m. and opened with the Pledge of Allegiance.

MINUTES: Minutes of the monthly meeting held on June 24, 2025 were approved as presented on motion by David Lutz, seconded by Edward Nevling, and carried unanimously.

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

MONTHLY CAPACITY REPORTS (see attached): The June 2025 Monthly Capacity Reports were approved as presented on motion by Samuel Weaver, seconded by Noah Zimmerman, 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 ABANDONMENT: The well is offline and physically disconnected from the system. ECTA is still awaiting the issuance of DEP's construction permit to begin the well abandonment work.

MEADOWBROOK AREA WATER & SANITARY SEWER PROJECT: The final approved as-built drawings were received from CDM Smith on July 8, 2025. The Lancaster County Conservation District completed their final inspection and Erosion & Sedimenation (E&S) permit closeout on July 24, 2025. AH Moyer is expected to complete ECTA's final punch list items before the end of August 2025.

WICU: The private well cross connections were severed and passed ECTA inspection on July 23, 2025. The sewer deficiencies identified and lateral repair work required as part of the Settlement Agreement were completed, and ECTA Operations Staff inspected the work.

ECTA EMPLOYEE ANNIVERSARIES: Tyler Pannebecker (11 years), Scott Carl (5 years), Seth Batdorf (1 year), and Chris Bell (1 month).

WELL F/WABASH RETENTION BASIN SINKHOLE: Mr. Carl continues communications, file searches and GUDI project cost communications with ECTA's special counsel Salzmann Hughes regarding this ongoing legal issue.

WATER TREATMENT FACILITY GROUNDWATER UNDER DIRECT INFLUENCE OF SURFACE WATER (GUDI) UPGRADE PROJECT: ECTA submitted the first Request for Reimbursement for this project to PENNVEST in the amount of $1,188,929.58 which was approved, and the funds were received. All equipment is on site except for the raw water tank which is expected by August 1, 2025. The General Contractor completed the Clearwell piping modifications and the temporary bypass piping. ECTA staff completed a CIP process on Nano Skid No. 1, followed by a CIP process on Nano Skid No. 2. WATEK and Mr. Carl recommended payment of LB Industries' Application for Payment No. 2 in the amount of $61,841.16. It is part of ECTA's July 29, 2025 invoices to be approved for payment.

PENNVEST changed the project funds from Federal funds to State revolving funds. Since PA Prevailing Wage rates are slightly higher than Federal Davis Bacon Wage rates, this will result in a reconciliation Change Order with each contractor. Changing from Federal to State funds also had an impact on the materials being used for construction. Materials were previously approved through the Federally required De Minimis Waiver documentation process as alternates to "specified" materials that had extremely long lead times or were unavailable in the US. These materials now fall under the PA Steel Products Procurement Act requirements. ECTA's Special Counsel, Salzman Hughes, prepared a Resolution approving a waiver of the requirements of the PA Steel Products Procurement Act due to the fact that certain products are not produced in the US in sufficient quantities to meet the requirements of the contract for the Water Treatment Facility GUDI Upgrade project and to ratify the letter Mr. Carl previously sent to PENNVEST. Mr. Carl presented that Resolution to the Board for their approval.

- Richard Shober made a motion to adopt Resolution No. 2025-07-29-01 authorizing and approving, based upon the representations of the Authority's consultants, a waiver of the requirements of the Pennsylvania Steel Products Procurement Act due to the fact that certain products are not produced in the United States in sufficient quantities to meet the requirements of the contract for the Water Treatment Facility GUDI Upgrade project; seconded by Samuel Weaver; 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: As of July 22, 2025, 293 new Neptune meters have been installed.

2024 AUDIT: The draft audit review meeting with Brown Plus was held on July 21, 2025 with office staff and Board members Edward Nevling and David Lutz. The audit was clean with no findings, there were no material misstatements identified during the audit and there were no disagreements with management. The audit was finalized on July 28, 2025. As required, Brown Plus submitted the audit report to the PA Department of Community & Economic Development (DCED) on July 29, 2025.

PLGIT INVESTMENTS: On July 15, 2025, ECTA conducted their quarterly review meeting with PLGIT representative Matt Conlin. ECTA's investments continue to be positioned well.

APPENDIX B-SE OF THE RATES, RULES AND REGULATIONS OF THE ECTA SANITARY SEWER SYSTEM: On March 30, 2025, Ephrata Borough issued amended local maximum allowable concentration limits for contributing municipalities' industrial discharge permitees to the Borough's WWTP's No. 1 and No. 2. The East Cocalico Township Board of Supervisors adopted the new limits in Ordinance 2025-03 on May 15, 2025. The Board was presented with a Resolution amending Appendix B-SE which includes the new limits for ECTA customers in Table 1.

- Gerald DeBalko made a motion to adopt Resolution No. 2025-07-29-02 amending Appendix B-SE of the Rates, Rules and Regulations of the East Cocalico Township Authority Sanitary Sewer

System implementing the amended local maximum allowable concentration limits for wastewater discharge, as required by Ephrata Borough and the East Cocalico Township code; seconded by June Kinback; and carried unanimously.

ECTA CDL PROGRAM: The Pennsylvania State Association of Township Supervisors (PSATS), who administers ECTA's CDL Program, has amended its personnel testing policy documents for CDL and Non-CDL drivers. Mr. Carl recommended ECTA adopt the amended PSATS Personnel Policies for CDL and Non-CDL Employee Random Drug and Alcohol Testing.

- Samuel Weaver made a motion to adopt Resolution No. 2025-07-29-03 amending the PSATS Personnel Policy for CDL Employee Random Drug and Alcohol Testing for the East Cocalico Township Authority; seconded by Richard Shober; and carried unanimously.
- Samuel Weaver made a motion to adopt Resolution No. 2025-07-29-04 amending the PSATS Personnel Policy for Non-CDL Employee Random Drug and Alcohol Testing for the East Cocalico Township Authority; seconded by Richard Shober; and carried unanimously.

With the adoption of the amended CDL and Non-CDL policies, the ECTA Employee Manual must be updated to include the amended policies. The new language in the Employee Manual will be taken directly from the PSATS policies.

- June Kinback made a motion to incorporate the amended CDL and Non-CDL Employee Testing Policies into the ECTA Employee Manual, seconded by Noah Zimmerman, and carried unanimously.

TC NE METRO DEVELOPMENT, INC. (STONE HILL RD & GEHMAN SCHOOL RD): A Developer's Agreement and $15,000.00 Administrative Escrow were submitted by TC NE Metro Development, Inc. for the construction of the water main and water and sanitary sewer laterals for a proposed warehouse project at Stone Hill Road and Gehman School Road. Acceptance of this Developer's Agreement will allow this proposed Non-Residential project to move forward with ECTA.

- Noah Zimmerman made a motion to accept and execute the Developer's Agreement from TC NE Metro Development, Inc., for its property located at Stone Hill Road and Gehman School Road, for a commercial water and sanitary sewer project involving the construction of the water main and water and sanitary sewer laterals to a proposed warehouse; seconded by Samuel Weaver; and carried unanimously.

DE INDUSTRIAL LLC (1 INDUSTRIAL WAY): Entech Engineering has completed its evaluation of the Non-Residential water project by DE Industrial LLC for the fire sprinkler modification at its property located at 1 Industrial Way, Denver. The fire sprinkler system design and calculations comply with ECTA's specifications for water system design. All ECTA administrative requirements have been met, and all outstanding invoices have been paid. Mr. Carl requested the Board's approval to end this project with ECTA and to return their $1,757.50 Administrative Water Escrow.

- David Lutz made a motion to end as of July 29, 2025, the Non-Residential water project for the DE Industrial LLC fire sprinkler modification project located at 1 Industrial Way, Denver and to return their $1,757.50 Administrative Water Escrow; seconded by June Kinback; and carried unanimously.

HUNTER CREEK PARTNERS LLC (35 KEELER AVE): The 18-month warranty period for the Hunter Creek Partners water and sanitary sewer project located at 35 Keeler Avenue, Stevens, was set to expire on November 30, 2024, but outstanding items were only recently completed. Since the project has now passed ECTA inspection and all outstanding items have been addressed, Mr. Carl recommended ending

this project's 18-month warranty period and to release their Cash in lieu of a Letter of Credit in the amount of $437.25 and their remaining $899.80 in Administrative Escrow.

- Richard Shober made a motion to end on July 29, 2025, the 18-month warranty for the Hunter Creek Partners LLC water and sanitary sewer project located at 35 Keeler Avenue, Stevens and to release their Cash in lieu of Letter of Credit in the amount of $437.25 and return their remaining Administrative Escrow in the amount of $899.80; seconded by Samuel Weaver; and carried unanimously.

DEFERRED COMPENSATION AGREEMENT: Employee Seth D. Batdorf completed one year of service with ECTA as of July 15, 2025. Since he is now eligible, he would like to join ECTA's Deferred Compensation Plan.

- J. Bradford Fichthorn made a motion to approve and execute Resolution No. 2025-07-29-05 accepting the Deferred Compensation Agreement with employee Seth D. Batdorf, 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. Mr. Carl discussed the following on behalf of O&M Manager Tyler Pannebecker who did not attend the meeting:

WELL WATER LEVELS: The well water levels continue to increase.

WATER MAIN BREAK: ECTA staff repaired a water main break on July 1, 2025 at 74 Muddy Creek Church Road. This is the third break on Muddy Creek Church Road since Fall 2024.

WATER ACCOUNTING AND LOSS CONTROL REPORTS: The Water Accounting and Loss Control Reports for April 1, 2025 to June 30, 2025 as well as July 1, 2024 to June 30, 2025 were presented to the Board.

ENGINEER'S UPDATE: Engineer Adam Smith did not attend the meeting. Mr. Carl stated there was no update submitted and had nothing to report on other than what was already discussed during his Executive Director's update.

SOLICITOR'S UPDATE: Solicitor Lucy Dowd did not attend the meeting. Mr. Carl stated he has been working with Solicitor Dowd on miscellaneous matters which will be discussed during Executive Session.

INVOICES (see attached): Bills included on the July 29, 2025 ECTA invoice listing were approved for payment on motion by Noah Zimmerman, seconded by Edward Nevling, and carried unanimously.

Since there was no further business to come before the Board, Gerald DeBalko made a motion to adjourn the meeting at 7:44 p.m., seconded by June Kinback, and carried unanimously.

EXECUTIVE SESSION: Chairman Becker called an Executive Session at 7:45 p.m. to discuss current and potential legal matters. At 8:07 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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