

**EPHRATA BOROUGH AUTHORITY  
MINUTES – JANUARY 9, 2023**

A meeting of the Ephrata Borough Authority was held on Monday, January 9, 2023, at 8:00 AM in the Council Chambers of Borough Hall, 124 South State Street. In attendance were Chairman Ralph Mowen; Vice Chairman Gary Snavely, Treasurer Gil Ochs; Assistant Treasurer Gail Bare; and Members Bruce Leisey and Greg Zimmerman.

Also present were Isaac P. Wakefield, Esq., Solicitor; Dan Becker, Becker Engineering (via video conference); Nancy Harris, Interim Borough Manager; Karen Gerhart, Director of Finance; Steve Morrison, Director of Utilities; Jamie Willwerth, Wastewater Manager; and Stephanie Fasnacht, Recorder.

**Call to Order**

Chairman Mowen called the meeting to order at 8:00 AM.

**Adoption of Agenda**

Ms. Harris provided confirmation of the following:

1. The meeting agenda was posted on the Borough's website and at Borough Hall no later than 24 hours in advance of the time of the meeting.
2. The meeting agenda included a listing of each matter of Authority business that will be or may be the subject of deliberation or official action at the meeting.
3. There were no changes made to the meeting agenda after it was posted.
4. The meeting agenda was made available to individuals in attendance at the meeting.

Chairman Mowen asked if there were any requests to add a matter of Authority business to the meeting agenda. Seeing none, Chairman Mowen asked for a motion to accept the meeting agenda as posted. Mr. Snavely moved and Mr. Leisey seconded to approve the meeting agenda as posted. Motion carried unanimously.

**Reorganization**

The Board unanimously approved to appoint Ralph Mowen as Chairman; Gary Snavely as Vice Chairman; Gil Ochs as Treasurer; Gail Bare as Assistant Treasurer; Nancy Harris as Secretary; and, Karen Gerhart as Assistant Secretary.

Additionally, the Board unanimously approved to appoint Isaac Wakefield, Salzman Hughes, as Solicitor; James McManus, Esq., as Assistant Solicitor; Dan Becker, Becker Engineering as Engineer; and, Stephanie Fasnacht as Right-to-Know Officer.

**Approval of Minutes – December 12, 2022**

Mr. Zimmerman moved and Mr. Leisey seconded to approve the minutes of the December 12, 2022 meeting. Motion carried unanimously.

**Public Comments**

With no visitors in attendance wishing to address the Board, Chairman Mowen moved onto the discussion of the Financial Reports and Payment of Bills.

**Financial Reports**

After a brief discussion of the financial reports, Mr. Snively moved and Mr. Ochs seconded to receive and file the financial reports. Motion carried unanimously via roll call vote.

**Payment of Bills**

After a brief discussion of the payment of the bills, Ms. Bare moved and Mr. Ochs seconded to ratify the payment of the bills. Motion carried unanimously via roll call vote.

**Action Items**

**a. WWTF No. 1 Biosolids Project**

**1. Update on WWTF No. 1 Biosolids Project**

Mr. Becker provided the following update in reference to the WWTF No. 1 Biosolids Project:

- ◆ GHD has put Bioforcetech on notice that the Authority will not incur additional costs due to the delay in the delivery of their equipment.
- ◆ Modifications are being made to the construction of the building due to the delay in the paralysis equipment which is expected to be delivered in the summer of 2023.
- ◆ Dryers were to be shipped in December 2022 with their arrival projected to be sometime in January 2023.

**2. Fulton Bank Requisition No. 11**

- a. GHD, Inc., Invoice #380-0023632 - \$29,777.00**
- b. Lobar, Inc., Application for Payment No. 7 - \$948,211.65**
- c. Garden Spot Electric, Inc., Application for Payment No. 2 - \$176,220.00**
- d. Garden Spot Mechanical, Application for Payment No. 1 - \$181.125.00**
- e. Sunshine Indoor Environmental, Invoice #709 - \$737.50**
- f. Becker Engineering, Invoice #24145 - \$1,012.50**

Mr. Snively moved and Mr. Ochs seconded to approve the processing of Fulton Bank Requisition No. 11 for the WWTF No. 1 Biosolids Project. Motion carried unanimously via roll call vote.

**b. ARPA Funding Agreement**

Ms. Harris advised that notification was received that the Authority is a recipient of \$127,123 in County ARPA funds to be used for the ROTAMAT® and SCADA Projects. Mr. Leisey moved and Mr. Snively seconded for the Chairman and Secretary to execute the ARPA Funding Agreement with the County of Lancaster. Motion carried unanimously via roll call vote.

**c. Wyndale: Request to Reduce Financial Security**

Motion by Ms. Bare, seconded by Mr. Zimmerman, to approve the request of the release of financial security in the amount of \$556,415.00. Motion passed unanimously.

**d. Ephrata Crossing Phase 3: Sewer Capacity Treatment Request**

Mr. Snively motioned and Mr. Leisey seconded to approve the request of 10,625 gallons per day or 44 HVU’s as there is sufficient treatment capacity at its Wastewater Treatment Facility #1 to serve the proposed commercial development without causing a current

hydraulic or organic overload or a projected 5-year hydraulic or organic overload.  
Motion carried unanimously.

**Discussion Items**

- a. None.

**Engineering Report**

Mr. Becker, in referencing the Engineering Report submitted with the meeting packet, specifically highlighted the following items which are in progress:

- Rules and Regulations: Assistant Solicitor McManus to review the latest updated version of the proposed Rules and Regulations which will go before the Board in early 2023.
- WWTF No. Primary Clarifier Valving Project: Due to the high cost of the proposed change order, Staff and Becker believe the most cost effective way to complete the project is to bid it as a standalone project in 2023.
- Hackman Subdivision: Received the requested sanitary sewer design drawings and in the process of reviewing those drawings.
- Remote Pumping Station Capacity: Met with Staff to discuss wet well drawdown testing procedures for the remote pumping stations with the next step being the measuring of the actual pumping capacity at each of the pumps.
- Wyndale: Ongoing project.
- Gables at Richard Avenue: Authority approved sanitary sewer capacity for 24 HVU's (5,702.4 gpd) at their December meeting.

**Operations Report**

**Plant 1**

- Average Flow at Plant 1 for December was 2.3 MGD (Design Flow = 3.8 MGD).
- The Plant recorded 4.9 inches of rain for the month.
- Sludge Hauled in December – The Plant had 23 pulls at an estimated cost of \$7,935.00 for Eagle Disposal to transport to the landfill. The cost for LCSWMA is \$15,750.00 for a total sludge disposal cost of \$23,685.00.
- Process Control – The SVI (Sludge Volume Index) monthly average is 46. Ammonia Nitrogen average was 0.09 mg/l (2.0 mg/l). Total Phosphorus average is 0.24 mg/l (2.0 mg/l). Well within DEP's compliance levels.
- Dewatering Project – Daily work is ongoing and progress remains steady.
- Hired a New Operator – Michelle Bachman – to fill our last vacant Operator II position with a start date of January 9, 2023. We look forward to having her join our team.

**Plant 2**

- Average Flow at Plant 2 for December was 1.4 MGD (Design Flow = 2.3 MGD).
- The Plant recorded 5.3 inches of rain.
- Process Control – The SVI (Sludge Volume Index) monthly average is 100. Ammonia Nitrogen average was 0.31 mg/l. Total Phosphorus average is 1.24 mg/l. Well within DEP's compliance levels.

**Next Meeting**

The next meeting date is Monday, February 13, 2023.

**Adjournment**

Ms. Bare moved and Mr. Leisey seconded to adjourn the meeting. The meeting was adjourned at 8:31 AM.

Respectfully submitted,

Nancy E. Harris, P.E.  
Interim Secretary

SJF