

EPHRATA BOROUGH AUTHORITY
MINUTES
March 8, 2013

A meeting of the Ephrata Borough Authority was held on Friday, March 8, 2013 at 8:00 AM in the Conference Room of Borough Hall, 124 South State Street. In attendance were Chairman Ralph Mowen, Vice Chairman Gil Sager, Treasurer Gil Ochs, and Assistant Treasurer Gail Bare. Member Gary Snavelly was absent.

Also present were Secretary D. Robert Thompson, Director of Operations Tom Natarian and Recorder Kathy Holzinger.

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

Approval of Minutes – January 14, 2013

Motion by Mr. Sager, seconded by Mr. Ochs, and unanimously passed to approve the minutes of January 14, 2013.

Financial Report

Mrs. Bare said the balances shown are from various dates depending on the bank statements. There is \$6,192.87 in the savings account. There are some pending bills, the audit bill. The savings account is replenished each year with \$5,000 from the other members of the sewer accounts. The regional capacity fees did go down because the Authority used \$200,000 out of that account last year to offset some of the debt service at Plant 2.

Motion by Mr. Ochs, seconded by Mr. Sager, and unanimously passed to approve the financial report.

BNR Project Status

Mrs. Bare said the report dated March 8, 2013 includes payments made through January 2013. The Authority has expended \$6,743,000; there is still a balance of \$763,000 to spend.

Most of the bills have been submitted at this point so we will probably end up with about \$700,000 in the account when the project is finalized. Mr. Thompson said there is some dewatering equipment that will need to be replaced. The Authority chose not to do it as part of the project because as we get into operations of a new treatment system the make-up of the solids tend to change and the type of dewatering system which is optimal for dewatering may be different than what we would choose at design. We will wait until we are actually operating and then bring in trailer mounted centrifuges or a press, run material through it to see whose performance is best, and that will be the basis for design that will go for a possible 2014/2015 purchase. The project estimate is somewhere between \$1-2 million. The \$700,000 will get us through the design, the bidding and starting the process.

Motion by Mr. Sager, seconded by Mr. Ochs, and unanimously passed to approve the BNR status report.

Ratification of Lancaster County Weeklies Invoice

Mr. Thompson said this was the annual invoice for advertising the meeting dates. The payment of \$68.00 was previously authorized, so the Authority needs to ratify.

Motion by Mr. Ochs, seconded by Mr. Sager to ratify the payment of \$68.00 to Lancaster County Weeklies. Motion passed unanimously.

Payment of H.A. Thomson Co. Invoice

The H.A. Thomson invoice is an insurance installment in the amount of \$422.00, and staff is recommending approval.

Motion by Mr. Sager, seconded by Mrs. Bare to approve payment to H.A. Thomson Co. in the amount of \$422.00. Motion passed unanimously

2011 Construction Fund Requisition No. 64

Mr. Thompson said Construction Fund Requisition No. 64 is to W.C. Eshenaur & Son, Inc. in the amount of \$4,523.67; this is final payment. This takes the retainage down to zero. Staff is recommending the Authority approve Construction Fund No. 64 in the amount of \$4,523.67 and authorize payment to W.C. Eshenaur & Son, Inc. in the same amount. As part of the document we are also authorizing the staff to process the close-out documentation for the contractor. This means the project is officially closed for the mechanical contractor.

Motion by Mrs. Bare, seconded by Mr. Sager to approve Construction Fund Requisition No. 64 authorizing Construction Fund Requisition No. 64 and payment to W.C. Eshenaur & Son, Inc. in the amount of \$4,523.67 and authorizing execution of the close out documentation. Motion passed unanimously.

2011 Construction Fund Requisition No. 65

Mr. Thompson said Requisition No. 65 is for Philips Brothers Electrical in the amount of \$12,950.00. This will close out their contract and reduce their retainage to zero. The final contract amount was \$844,834.14. Staff is recommending approving Construction Fund Requisition No. 65 and payment of the invoice to Philips Brothers Electrical in the amount of \$12,950.00 and execution of the close out documentation.

Motion by Mr. Sager, seconded by Mr. Ochs to approve Construction Fund Requisition No. 65 authorizing payment to Philips Brothers Electrical Contractors in the amount of \$12,950.00 and authorizing execution of the close out documentation. Motion passed unanimously.

2011 Construction Fund Requisition No. 66

Mr. Thompson said some masonry work was done outside of the contract documents that was necessary. Weaver Masonry came in for \$2,560.00. Staff is recommending payment of \$2,560 to the Borough of Ephrata. Mrs. Bare said the Borough paid Weaver Masonry so the Authority is reimbursing the Borough.

Motion by Mrs. Bare, seconded by Mr. Sager to approve Construction Fund Requisition No. 66 authorizing payment to the Borough of Ephrata in the amount of \$2,560.00. Motion passed unanimously.

Mr. Thompson said we have made an appointment or promotion to Waste Water Manager. Steve Bonner retired in December. John Keller who has been a long time Chief Operator at the Waste Water plant was promoted to Waste Water Manager. Mr. Keller has done an outstanding job in the transition of getting the plant start up and continues to stay on top of things. We are still not at optimum operating conditions; however, we are making significant progress. In the next month or two we should be meeting the performance requirements. Mr. Natarian said the last month of reading nitrogen, which was the whole purpose of this project to reduce the total nitrogen, the nitrogen was cut in half. We are beginning to see progress.

Mr. Thompson said the next meeting is April 8.

Adjournment

Meeting duly adjourned at 8:15 PM.

Respectfully submitted,

D. Robert Thompson
Secretary