

**EPHRATA BOROUGH AUTHORITY  
MINUTES – MARCH 13, 2023**

A meeting of the Ephrata Borough Authority was held on Monday, March 13, 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 Snavelly, 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; Nancy Harris, Borough Manager; Karen Gerhart, Director of Finance; Steve Morrison, Director of Utilities; Jamie Willwerth, Wastewater Manager; and Stephanie Fasnacht, Recorder.

The following visitors were in attendance via video conference:

- John Harris, GHD, Inc.
- Charles Winslow, GHD, Inc.

**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. Snavelly moved and Mr. Zimmerman seconded to approve the meeting agenda as posted. Motion carried unanimously.

**Approval of Minutes – February 13, 2023**

Mr. Snavelly moved and Mr. Ochs seconded to approve the minutes of the February 13, 2023, 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. Snavelly moved and Mr. Zimmerman seconded to receive and file the financial reports. Motion carried unanimously.

**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**

Charles Winslow, GHD, Inc., provided the following update in reference to the WWTF No. 1 Biosolids Project:

- ◆ Construction Schedule Update:
  - ◆ Project's substantial completion date is September 2023.
  - ◆ Project's final completion date is by December 2023.
  - ◆ Electrical switch gear now arriving in August 2023 which may minorly impact the schedule.
  - ◆ Bioforcetech is responsible for bringing equipment in April 2023.

**2. Fulton Bank Requisition No. 13**

- a. **GHD, Inc., Invoice #380-0026552 - \$61,793.42**
- b. **Lobar, Inc., Application for Payment No. 9 - \$382,281.30**
- c. **Garden Spot Electric, Inc., Application for Payment No. 3 - \$174,420.00**
- d. **Borough of Ephrata, Permit #20220181REV - \$1,581.50**
- e. **Becker Engineering, Invoice #24449 - \$874.00**
- f. **American Testing Laboratories, Invoice #23-3144 - \$1,332.00**

Mr. Zimmerman moved and Mr. Leisey seconded to approve the processing of Fulton Bank Requisition No. 13 for the WWTF No. 1 Biosolids Project. Motion carried unanimously via roll call vote.

**b. Resolution No. 2023-02: Amending Wastewater Rates, Rules and Regulations with Respect to Rates to be Charged to Authority Customers**

After a brief discussion seeking clarification of the proposed rate increase, Mr. Snavely moved and Ms. Bare seconded to adopt Resolution No. 2023-02: Amending Wastewater Rates, Rules and Regulations with Respect to Rates to be Charged to Authority Customers. Motion carried unanimously via roll call vote.

**c. Roehling Medical (Facility Expansion) – 44 Denver Road, East Cocalico Township: Sanitary Sewer Capacity Request – Conveyance and Treatment**

Ms. Bare moved and Mr. Leisey seconded to approve the additional 11,452 gallons per day as the Authority has sufficient conveyance capacity in its upper interceptor line and treatment capacity at its Ephrata Regional Wastewater Treatment Facility #2 to serve the above-referenced project without causing a current or 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 is continuing to assist in finalizing the proposed document to go before the Board for approval.
- Intermunicipal Group (IMG): A meeting was held where an update was provided of the Biosolids Project as well as a review of the Final 2022 Sewer Flows.
- Remote Pumping Station Capacity: To revisit each pumping station for further review.
- Wyndale: Provided guidance regarding a sinkhole which opened up under the sewer piping.
- Clayland Commons: To review the submitted sanitary sewer design plans by developer.
- Non-Residential (NRW) Program: Potential project in East Cocalico causing concerns regarding discharge limits; more information to be provided after review of submitted plans.
- Landis Road Sanitary Sewer Matters: Discussions ongoing to resolve sanitary sewer issues in the area near the 20 Landis Road lateral connection.
- EASD Middle School Project: *Informational* – Most likely a relief request will be submitted for this project.

## **Operations Report**

### **Plant 1**

- Average Flow at Plant 1 for February was 2.0 MGD (Design Flow = 3.8 MGD).
- The Plant recorded 1.3 inches of rain for the month.
- Sludge Hauled in February – The Plant had 25 pulls at an estimated cost of \$9,600.00 for Eagle Disposal to transport to the landfill. The cost for LCSWMA is \$20,000.00 for a total sludge disposal cost of \$29,600.00.
- Process Control – The SVI (Sludge Volume Index) monthly average is 53. Ammonia Nitrogen average was 0.28 mg/l (2.0 mg/l). Total Phosphorus average is 0.50 mg/l (2.0 mg/l). Well within DEP's compliance levels.
- Dewatering Project – Daily work is ongoing and progress remains steady. Concrete pad was poured inside the building on March 1-2, 2023.
- The emergency repair work to the Key-Aid Pumping Station was successfully completed in two days from start to finish by Blooming Glen Contractors and was fully functional at the time of completion. The project went without any delays or issues at the site.

### **Plant 2**

- Average Flow at Plant 2 for February was 1.1 MGD (Design Flow = 2.3 MGD).
- The Plant recorded 1.6 inches of rain.
- Process Control – The SVI (Sludge Volume Index) monthly average is 110. Ammonia Nitrogen average was 0.40 mg/l. Total Phosphorus average is 1.16 mg/l. Well within DEP's compliance levels.

- Continuing training for two new employees – they are working on getting their CDL licenses as well as learning daily operations.

**Next Meeting**

The next meeting date is Monday, April 10, 2023.

**Adjournment**

Mr. Snavelly moved and Mr. Ochs seconded to adjourn the meeting. The meeting was adjourned at 8:44 AM.

Respectfully submitted,

Nancy E. Harris, P.E.  
Secretary

SJF