

**EPHRATA BOROUGH AUTHORITY
MINUTES – JUNE 12, 2023**

A meeting of the Ephrata Borough Authority was held on Monday, June 12, 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 Snively; 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.

The following visitor was in attendance:

- Scott Crosswell, 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. Snively moved and Mr. Zimmerman seconded to approve the meeting agenda as posted. Motion carried unanimously.

Approval of Minutes – May 8, 2023

Mr. Snively moved and Mr. Ochs seconded to approve the minutes of the May 8, 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

Ms. Bare moved and Mr. Leisey seconded to approve the financial reports. Motion carried unanimously.

Payment of Bills

Mr. Zimmerman moved and Mr. Snively 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:
 - ◆ On 05/25/2023, a tragic event occurred on site where a subcontractor fell into an empty tank and later passed away from his injuries. OSHA was on scene the following day and GHD and contractors are responding to their requests.
 - Chairman Mowen advised there was a large number of emergency personnel on scene noting that the first responders worked diligently to remove the individual from the tank. Chairman Mowen commented that the Police Department is conducting a thorough investigation of the incident.
 - ◆ On 06/05/2023, a letter was received from Lobar detailing their costs for extending the project beyond the current contract times.
 - ◆ Current substantial completion date is June 21, 2023.
 - New schedule indicates a substantial completion date of March 22, 2024.
 - ◆ Upon further review by GHD of Lobar's requested costs, a change order will be presented to the Board for approval at their July 10, 2023, meeting to include:
 - Substantial completed date; and,
 - Cost of extended contract duration
 - ◆ On-site work continuing.
 - ◆ Bioforcetech personnel currently on site.
 - ◆ Noted that GHD is doing what they can to mitigate additional costs.
 - ◆ Shared photographs of project progress with the Board.

Scott Crosswell, GHD, Inc., provided the following update:

- ◆ Current final inspection date is August 20, 2023.
- ◆ Continuing discussions with Mr. Becker, Solicitor Wakefield and Lobar regarding additional costs of project and who is responsible for those additional costs.

John Harris, GHD, Inc., provided the following update:

- ◆ All three contractors will be demobilizing from the worksite at the end of July and remobilizing - possibly in September - when the electrical equipment is received.

2. Fulton Bank Requisition No. 16

- a. GHD, Inc., Invoice #380-0031620 - \$37,824.69
- b. Lobar, Inc., Application for Payment #12 - \$216,770.70
- c. Garden Spot Electric Application for Payment #6 - \$58,725.00
- d. Becker Engineering, Invoice #24782 - \$740.25
- e. Becker Engineering, Invoice #24918 - \$775.50
- f. American Testing Laboratories, Inc., Invoice #23-3376 - \$1,154.00

Mr. Zimmerman moved and Mr. Leisey seconded to approve the processing of Fulton Bank Requisition No. 16 for the WWTF No. 1 Biosolids Project. Motion carried unanimously via roll call vote.

b. WWTF No. 1 Primary Clarifier Valving Project: Award of Bid

Mr. Snavelly moved and Mr. Leisey seconded to conditionally award the WWTF No. 1 Primary Clarifier Valving Project to PSI Pumping Solutions, Inc., in the amount of \$139,980.00 contingent upon Solicitor Wakefield's and Mr. Becker's review of the final documents as well as coordination of Staff's administrative actions verifying if this project is a carryover project from 2022 or if it is an unbudgeted expenditure in the 2023 budget. It should be noted that the bid amount includes the alternate deduction for excavation work of the project to be completed by Ephrata Borough's Public Works Department. Motion carried unanimously via roll call vote.

c. Remote Pumping Station Capacity: Approval of Report as Final

Mr. Snavelly moved and Mr. Ochs seconded to approve the "draft" Remote Pumping Station Capacity Report as "final" making it available to the public. Motion carried unanimously.

d. Ephrata Intermediate School Athletic Field Improvements: Waiver Request

Ms. Bare moved and Mr. Leisey seconded to approve a waiver request permitting the school to utilize more than one sanitary lateral connection to the Authority's sanitary sewer main for the subject property. Motion carried unanimously.

e. Swartzville Road Subdivision: Capacity Review and Request Application

Mr. Snavelly moved and Mr. Zimmerman seconded to approve the 30,613 gallons per day or 129 HVU's request 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.

Old Business Items**a. Tree Bank**

Ms. Harris updated the Board regarding the establishment of a Tree Bank on a piece of land owned by the Authority located at the solar field. Ms. Harris advised the Shade Tree Commission has confirmed they will both plant the trees as well as maintain the Tree Bank. Solicitor Wakefield advised he is preparing an agreement between the Borough and the Authority establishing a designated track of land to be utilized as well as outlining the maintenance responsibilities of the Tree Bank by the Shade Tree Commission and/or Borough.

Engineering Report

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

- Hackman Subdivision: Received plans for review on June 9, 2023.
- Non-Residential Waste (NRW) Program: F&M Hat Company, Adamstown, PA, has requested a meeting; in which, both Don Keen, Environmental Resource Manager and Becker Engineering will be attending.
- Landis Road Sanitary Sewer Matters: Preliminary design completed; meeting with Staff the week of June 19th.
- Youth With a Mission (YWAM): Received plans for review on June 9, 2023.
- IMG Technical Committee meeting: Steve Morrison, Director of Utilities, reported on the Biosolids Project and cyanide issue.

Operations Report**Plant 1**

- Average Flow at Plant 1 was 2.0 MGD (Design Flow = 3.8 MGD).
- The Plant recorded 0.3 inches of rain for the month.
- Sludge Hauled – The Plant had 24 pulls at an estimated cost of \$9,660.00 for Eagle Disposal (A.J. Blosenski, Inc.) transport to the landfill. The cost for LCSWMA is \$15,750.00 for a total sludge disposal cost of \$25,410.00.
- Process Control – The SVI (Sludge Volume Index) monthly average is 62. Ammonia Nitrogen average was 0.19 mg/l (2.0 mg/l). Total Phosphorus average is .60 mg/l (2.0 mg/l).
- Dewatering Project – Daily work is ongoing and progress remains steady.
- Eastern Environmental work on Rotor #4 was completed and was successful. Performance evaluation and startup occurred on 05/25/2023. On 06/01/2023, programming of the VFD drives was performed by Evoqua and successfully completed.

Plant 2

- Average Flow at Plant 2 was 1.0 MGD (Design Flow = 2.3 MGD).
- The Plant recorded 0.2 inches of rain.
- Process Control – The SVI (Sludge Volume Index) monthly average is 133. Ammonia Nitrogen average was 0.28 mg/l. Total Phosphorus average is 1.0 mg/l. Well within DEP’s compliance levels.

Next Meeting

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

Adjournment

Mr. Snavelly moved and Mr. Zimmerman seconded to adjourn the meeting and enter into an Executive Session to discuss a potential legal matter. The meeting was adjourned at 8:42 AM.

Respectfully submitted,

Nancy E. Harris, P.E.
Secretary

SJF