

**EPHRATA BOROUGH AUTHORITY
MINUTES – AUGUST 14, 2023**

A meeting of the Ephrata Borough Authority was held on Monday, August 14, 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; Assistant Treasurer Gail Bare; and Members Bruce Leisey and Greg Zimmerman. Absent was Treasurer Gil Ochs.

Also present were Isaac P. Wakefield, Esq., Solicitor; Dan Becker, Becker Engineering; Nancy Harris, Borough Manager; Karen Gerhart, Director of Finance; 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. Leisey moved and Mr. Snively seconded to approve the meeting agenda as posted. Motion carried unanimously.

Approval of Minutes – July 10, 2023

Mr. Zimmerman moved and Mr. Snively seconded to approve the minutes of the July 10, 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. Snively moved and Ms. Bare 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:
 - ◆ Steady stream of work currently being completed by the contractors
 - ◆ On-site work will slow down the week of August 21st resulting in GHD personnel and contractors demobilizing from the worksite
 - ◆ Upon arrival of the paralysis and switchgear equipment, GHD personnel and contractors will return to the worksite

Mr. Mowen inquired as to GHD's recommendation of approving a reduction in Bioforcetech's payment from \$553,500.00 to \$276,750.00; in which, Mr. Winslow advised they felt the dollar amount invoiced was a "bit much" when reviewing the actual work completed to date resulting in them recommending 50% of the total invoiced amount for payment.

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

- ◆ Major Completion Date: March 22, 2024
- ◆ Final Completion Date: May 21, 2024
- ◆ 62% Completion of Time of Project
- ◆ Reviewed Change Orders and their percentage of completion to date
- ◆ All three contracts are "in line" and there are no concerns at this time

2. 2022 Construction Fund - Fulton Bank Requisition No. 2 - \$557,332.34 Total

- a. GHD, Inc., Invoice #380-0035037 - \$67,184.90
- b. GHD, Inc., Invoice #380-0036746 - \$48,505.49
- c. Bioforcetech Corp., Application for Payment #4 - \$276,760.00
- d. Lobar, Inc., Application for Payment #14 - \$28,762.20
- e. Garden Spot Electric Application for Payment #8 - \$133,920.00
- f. Becker Engineering, Invoice #25054 - \$1,410.00
- g. Becker Engineering, Invoice #25186 - \$669.75
- h. Borough of Ephrata, Building/Zoning Permit - \$120.00

Mr. Zimmerman moved and Mr. Leisey seconded to approve the processing of Fulton Bank Requisition No. 2 for the WWTF No. 1 Biosolids Project. Motion carried unanimously via roll call vote.

b. 501 Alexander Drive, Warehouse, Ephrata Township: Sanitary Sewer Capacity Confirmation – Conveyance and Treatment

Ms. Bare moved and Mr. Leisey seconded to approve the 501 Alexander Drive, LLC - Warehouse, Ephrata Township, Sanitary Sewer Collection, Conveyance and Treatment Capacity Request for 712.8 gallons per day or 3 HVU's as the Authority has sufficient collection and conveyance capacity at its Industrial Spur Line to and through the Mission Pumping Station and treatment capacity at its Wastewater Treatment Facility #1 to serve the proposed project without causing a hydraulic or an organic overload or 5-year projected 5-year hydraulic or organic overload in the wastewater collection, conveyance or treatment facilities. Motion carried unanimously.

Discussion Items

a. None.

Old Business Items

a. Lancaster County Commissioner's Check Presentation Date

Ms. Harris reminded Board Members that the Lancaster County Commissioners will be presenting an ARPA Award check to the Authority on Thursday, August 17, 2023, at 1:00 PM in Council Chambers and encouraged their attendance.

Engineering Report

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

- WWTF No. 1 Primary Clarifier Valving Project: Attended pre-construction meeting held on August 3, 2023. Substantial Completion date is November 22, 2023.
- Hackman Subdivision: Received revised sanitary sewer design drawings and issued a review letter.
- Remote Pumping Station Capacity: This matter will be removed from future Engineering Reports and instead identify individual projects as noted in the final report approved by the Board at their June 2023 meeting.
- Landis Road Sanitary Sewer Matters: Met with Staff and will begin preparing a bidding/construction schedule.
- Zimmco Enterprises: Received sanitary sewer design drawings and issued a review letter.
- EASD Middle School Project: Received revised sanitary sewer design drawings and issued a review letter.
- Youth With a Mission (YWAM): Received revised sanitary sewer facility design package and is in the process of reviewing the submission.
- IMG Technical Committee Meeting: Will be attending the August 15, 2023, IMG Technical Committee meeting.
- Key Aid Pumping Station: Identifying projects; design and permitting scheduled to begin in 2023.
- Wissler Road Pumping Station: Staff pursuing potential grant opportunities; project scheduled in 2024.

Operations Report

Plant 1

- Average Flow at Plant 1 was 2.1 MGD (Design Flow = 3.8 MGD).
- The Plant recorded 3.8 inches of rain for the month.
- Sludge Hauled – The Plant had 24 pulls at an estimated cost of \$9,500.00 for Eagle Disposal (A.J. Blosenski, Inc.) transport to the landfill. The cost for LCSWMA is \$14,785.00 for a total sludge disposal cost of \$24,285.00.
- Process Control – Ammonia Nitrogen average was 0.28 mg/l (2.0 mg/l). Total Phosphorus average was 0.21 mg/l (2.0 mg/l). The TN amassed pounds for the first 10 months of the compliance year recordings is at 52,000 lbs. (79,049 Cap Limit Lbs.) for Plant 1. (NOTE: The compliance year runs from October 1, 2022, through September 30, 2023.)
- Pre-Construction Meeting with PSI Pumping Solutions on August 3, 2023, for Primary Valve Project Upgrade went well. They are satisfied with Public Works and Wastewater Staffs' excavation progress unearthing area in front of tanks to this point. Excavation will be completed by start of project timeline.
- Summer preventative maintenance on tanks and equipment is ongoing at both plants. Primary tank servicing and maintenance will be completed during valve replacement project.
- Working on Capital Projects list for 2024.

Plant 2

- Average Flow at Plant 2 was 1.0 MGD (Design Flow = 2.3 MGD).
- The Plant recorded 3.1 inches of rain for the month.
- Process Control – Ammonia Nitrogen average was 0.16 mg/l (2.0 mg/l). Total Phosphorus average is 1.26 mg/l (2.0 mg/l). The TN amassed pounds for the first 10 months of the compliance year recordings is at 38,300 lbs. (55,054 Cap Limit Lbs.) for Plant 2. (NOTE: The compliance year runs from October 1, 2022, through September 30, 2023.)
- Both plants are performing very well with nutrient removal parameters for the compliance levels assigned to each plant.

Mr. Snavely, addressing Mr. Winslow and referencing GHD, Inc.'s, payment breakdown, inquired as to what the term "vacationer" means; in which, Mr. Winslow advised the term is used when work is completed by an intern or young engineer.

Mr. Mowen, addressing Mr. Winslow and Mr. Harris, inquired if any updates have been received regarding OSHA's investigation of the accident that occurred earlier this year. Mr. Winslow advised he has not heard anything from them to date, but he is confident they will be issuing a report outlining their findings. Mr. Harris advised that he has provided OSHA with the additional documentation and photographs they requested to conduct their investigation.

Next Meeting

The next meeting date is Monday, September 11, 2023.

Adjournment

Mr. Snively moved and Ms. Bare seconded to adjourn the meeting. The meeting was adjourned at 8:30 AM.

Respectfully submitted,

Nancy E. Harris, P.E.
Secretary

SJF