

**Minutes of the Meeting of June 15, 2021  
7:00 PM**

**ATTENDANCE:**

Barb Horst (teleconference)  
Phil Donmoyer (teleconference)  
Cullen Ketcham (teleconference)

**ABSENT:**

Herbert Mattern, Jr.  
Rob Kurtz

**ALSO IN ATTENDANCE:**

Mark Hiester, Township Manager, NWLCA Assistant Secretary  
Connie Weidle, Recording Secretary  
Mark Homan, Becker Engineering  
Doug Zook, Inframark (teleconference)

**Call to Order- Herbert Mattern, Jr., 7:00 p.m.**

**Public Comments – None**

**Approve May 19, 2021 Meeting Minutes**

A motion was made by C. Ketcham, with a second by P. Donmoyer, to approve the May 19, 2021 Minutes as presented. The motion passed unanimously.

**Treasurer's Report**

M. Hiester presented the monthly Treasurer's Reports. A motion was made by P. Donmoyer, with a second by C. Ketcham, to approve the Treasurer's Reports as presented. The motion passed unanimously.

**Communications**

**MAWSA Reports** – Barb Horst reported that MAWSA discussed reinstating penalties and shut-offs for customers not paying their bills. There was not a large increase of delinquent accounts during the Covid pandemic time when penalties and shut-offs were discontinued. Most people were paying or making arrangements to pay their bills. Non-payment is now starting to worsen, so it is time to reinstate the penalties and shut-offs. C. Ketcham inquired if NWLCA has many delinquencies. M. Hiester replied that we don't have many, but we are working with Portnoff Law Associates to help with collection of those not paying.

Discussion took place relative to the letter sent by MAWSA requesting funds from Penn Township's American Rescue Plan funds. M. Hiester commented that the Board of Supervisors will have to discuss and decide how the funds will be used. Inframark and Becker Engineering will also be providing a list at the next meeting for unbudgeted items that the money could be used for.

**Inframark Contract Operations Report**

D. Zook presented his monthly report and highlighted the following items:

- The water meter at the Fruitville Pike Booster Station was showing a low battery power warning. Inframark located a temporary replacement meter and installed it until a new one arrives. The lead time for a new meter is 12 weeks.
- Emergency Response Plans and Uninterrupted System Service Plans annual updates were completed.
- Semiannual pump station cleaning has been completed.
- WTP filter membrane replacement was completed on filter unit 1. Replacement of membranes is completed on filter unit 2 and waiting an operating permit to place it back into service. Unit 2 is leaking.

Mark Homan stated Becker Engineering received a quote for the correct SCADA software that will allow for remote access to PLC programming and recommends approval for installation of the software. **A motion was made by C. Ketcham, with a second by P. Donmoyer, to approve the purchase of the PLC programming software at a cost of \$2,970.00. The motion passed unanimously.**

A motion was made by P. Donmoyer, with a second by C. Ketcham, to approve the Inframark Contract Operations Report as submitted. The motion passed unanimously.

### **Engineer's Report**

Mark Homan highlighted the following items from the monthly report:

- Pleasant View Community's Water System – Their consultant emailed an inquiry about using the Authority's water system for fire suppression. The Authority cannot provide what they have requested and will reply to the consultant.
- Pleasant View Apartment Project – A request for financial security reduction was received from Pleasant View and a review letter was issued June 8, 2021.

**A motion was made by C. Ketcham, with a second by P. Donmoyer, to authorize reduction of the sanitary sewer and water facility financial security from \$162,440.00 to \$111,239.40. The motion passed unanimously.**

- WWTF Dissolved Oxygen & Effluent Flow Metering – Becker Engineering is refining the design and will meet with Authority Staff and Inframark to make final plans and discuss.
- Non-residential Waste Program – A updated spreadsheet was presented showing a summary of what is completed and what is still needed.
- Barons Ridge Dedication – A site review was performed on May 21, 2021 to prepare for the streets dedication. Becker Engineering notified the developer that there are 2 water facility valve boxes that are damaged and need to be replaced.
- WTF Membrane Replacement – Dupont replaced the membranes for skid #2 on June 2, 2021 and now waiting on the operation permit for skid #2.
- WWTF Control Building modifications – Becker Engineering received quotes and it was over the threshold and so bidding has been received.

**A motion was made by C. Ketcham, with a second by P. Donmoyer, to award the contract to the lowest responsive bidder contingent upon Staff review. The motion passed unanimously.**

- GIS Mapping – Becker Engineering provided the sanitary sewer facility GIS files for incorporation into the CS Datum online map tool and is in the process of preparing the water facility GIS files.

A motion was made by P. Donmoyer, with a second by C. Ketcham, to accept the Becker Engineering Report as presented. The motion passed unanimously.

### **Other Business**

- M. Hiester presented the Memorandum of Understanding and the Developer's Agreement for the property at 1540 Lancaster Road.

**A motion was made by P. Donmoyer, with a second by C. Ketcham, to accept the Memorandum of Understanding for 1540 Lancaster Road contingent upon the Authority Engineer's review. The motion passed unanimously.**

**A motion was made by C. Ketcham, with a second by P. Donmoyer, to accept the Developer's Agreement for 1540 Lancaster Road contingent upon the Authority Engineer's review. The motion passed unanimously.**

### **Adjournment**

A motion was made by C. Ketcham, with a second by P. Donmoyer, to adjourn the meeting at 8:03 p.m. The motion passed unanimously.

Respectfully Submitted,  
Connie Weidle  
Recording Secretary