

97 North Penryn Road
Manheim, PA 17545



Phone: (717) 665-4508
Fax: (717) 665-4105

**Minutes of the Meeting of April 15, 2025
7:00 p.m.**

ATTENDANCE:

Barb Horst
Phil Donmoyer
Ryan Snyder
Cullen Ketcham

ALSO IN ATTENDANCE:

Mark Hiester, NWLCA Secretary/Treasurer
Dan Becker, Becker Engineering
Jason Hess, Morgan, Hallgren, Crosswell & Kane
Amanda Groff, Harbor Engineering
Darby Graybill, Penway Construction
Connie Weidle, Recording Secretary (Zoom)

Call to Order- Barb Horst, Chairperson, opened the meeting at 7:00 p.m.

Public Comments – There were no public comments.

A motion was made by C. Ketcham, with a second by R. Snyder, to approve the March 15, 2025 Meeting Minutes as presented. The motion passed unanimously.

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

Communications

Barb Horst presented the MAWSA Report and highlighted the following items:

- The Penn Station water service lines are being installed.
- PADEP approved the new water treatment plant grant and the contract has been signed.
- Waterworth software is being used and is really helpful for budgeting and managing debt.
- A meeting was held today about the relocation of water lines for the Rt. 72 bridge replacement project.
- There has been discussion concerning the Temperance Hill Development that is coming before the Township Zoning Hearing Board.

The Board reviewed the Inframark Contract Operations Report submitted by Don Martzall.

A motion was made by P. Donmoyer with a second by R. Snyder, to approve the Inframark Contract Operations Report. The motion passed unanimously.

Engineer's Report

- Pumping Station 1 – A motion was made by C. Ketcham, with a second by P. Donmoyer to reject all bids for the Pumping Station No. 1 Project and authorize rebidding of the project as recommended in Becker Engineering's letter dated April 7, 2025. The motion passed unanimously.
- Pleasant View Community Water System – A motion was made by P. Donmoyer, with a second by R. Snyder, to reduce the sanitary sewer financial security to \$4,237.50 as detailed in Becker Engineering's March 20, 2025 letter. The motion passed unanimously.
- A motion was made by R. Snyder, with a second by C. Ketcham, to approve issuance of Non-Residential Waste Discharge Permits to Sheetz, Inc., 1205 Lancaster Road, Manheim, PA, Penn Towne Center, LLC, 1237 Lancaster Road, Manheim, PA, and Joseph C. Graybill, Inc., 240 East Sunhill Road, Manheim, PA for the period April 15, 2025 through April 16, 2030. The motion passed unanimously.
- Doe Run Road Development – A revised sanitary sewer and water facility design submission was received and a review letter dated March 26, 2025 was issued.
- Pleasant View Community Hershey Site – Installation of the private sanitary sewer and water facilities has started and testing of the facilities was initiated on April 4, 2025.
- I/I Master Planning – Becker Engineering is reviewing the videos/reports submitted by Ditchcreek and will issue a report to the Authority of the work.
- Penn Station Townhomes – Becker Engineering is reviewing the televising vides that were submitted.
- WTF Chemical Room Floor Coating – Shop drawing submittals were received from the contractor and are being reviewed.
- WTF PADEP Public Water Supply Permit Minor Amendment – All work is complete and Don Martzall submitted the construction certification to PADEP on March 19, 2025.
- Act 537 Planning – Dan Becker met with staff and a full DRAFT Special Study will be ready for review by the end of the month.
- Chapter 94 Report – The report was submitted on March 19, 2025 to PADEP. They accepted the Report and sent an acceptance letter on March 24, 2025.
- Water Meter Upgrades – Becker Engineering received meter quotes and they were very high. The recommendation is that once the meters start going bad and getting problematic then the Authority will replace all of them.
- PADEP Operation Permit – Becker Engineering reviewed the new PADEP Public Water Supply Comprehensive Operation Permit dated February 27, 2025 and found the permit to be acceptable to the Authority.

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

Penn Station Plan Modification Request – Amanda Groff, Harbor Engineering, requested approval from the Authority for a temporary pipe with flume and meter to be installed at the Penn Station Townhomes. The permanent pipe and meter will not be available until later. The occupancy of the six townhomes is ready but these items need to be installed before residents can take occupancy the beginning of May. The metering of sewer usage will be based on MAWSA water meter readings. C. Ketcham asked if she could get an update on delivery and let the Authority know when the permanent pipe and meter are installed. D. Becker noted that Becker Engineering will be inspecting and providing updates.

A motion was made by R. Snyder, with a second by P. Donmoyer, to approve the request from Penn Station Townhomes to install a temporary pipe with flume and a meter and to use MAWSA water meter readings. The motion passed unanimously.

Solicitor's Report

Jason Hess spoke to the Authority members concerning the Manheim Commons Phase 1 Plan Sewer Dedication, release of improvement security, and setting the 18-month Maintenance Guaranty. He said the documents were missing things, there was a typo and we haven't received corrected documents. We need a Joinder and Easement Agreement. He suggested either waiting until next month to approve these items or approve this evening contingent upon the Engineer's approval when all documents are received correctly.

A motion was made by C. Ketcham, with a second by P. Donmoyer, to table the Manheim Commons Phase 1 Plan Sewer Dedication, release improvement security, and set 18-month Maintenance Guaranty until the May NWLCA Meeting. The motion passed unanimously.

Township Manager's Report

- Discussion took place relative to the Waterworth Software and its importance on determining expenses and debt, budgeting, and setting rates. This will help with projecting rates and the timing of changing rates.
- M. Hiester noted the next NWLCA Meeting will be held on Wednesday, May 21, 2025 due to the Primary voting taking place on Tuesday, May 20th.

Adjournment

A motion by C. Ketcham, with a second by P. Donmoyer to adjourn the meeting at 7:53 p.m. The motion passed unanimously.

Respectfully Submitted,
Connie Weidle
Recording Secretary