

97 North Penryn Road
Manheim, PA 17545



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

7:00 p.m., June 17, 2025 Meeting Minutes

ATTENDANCE:

Barb Horst
Phil Donmoyer
Ryan Snyder
Cullen Ketcham (Zoom)
Ron Stark

ALSO IN ATTENDANCE:

Mark Hiester, NWLCA Secretary, Treasurer
Stephanie Whitehouse, Recording Secretary
Don Martzall, Inframark
Dan Becker (Zoom)

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

Public Comments – No public comments were received.

A motion to approve the May 21, 2025 draft minutes was made by Donmoyer, seconded by Ketcham, and approved by a vote of 5–0.

Treasurer's Report - Following a brief review by Hiester, a motion to approve the financial report was made by Donmoyer, seconded by Snyder, and approved 5–0.

Communications - MAWSA Reports were tabled until the next NWLCA meeting.

Inframark Contract Operations Report:

- Martzall reviewed the report noting:
 - All required monthly water and wastewater compliance reports have been submitted
 - WTP chemical floor is completed, and tanks are back in place
 - Lead and copper sample survey letters were sent out to targeted participants
- A proposal for the Decanter Replacement for SBR #3 at the Wastewater Treatment Facility (WWTF) was submitted by Wickersham Industrial Services in the amount of \$5,928.00. Horst made a motion to proceed with the project. The motion was led by Snyder, seconded by Donmoyer, and approved by a vote of 5–0.

Engineer's Report:

- Item 2 – Manheim Commons: Authorization was granted to release the remaining improvement guaranty financial security. A motion was made by Donmoyer, seconded by Snyder, and approved by a vote of 4–0.
- Item 7 – WWTF Chemical Room Floor Coating: Authorization was granted for payment in the amount of \$47,500 to Kappe Associates, Inc. The motion was made by Donmoyer, seconded by Snyder, and approved by a vote of 5–0.

-
- The engineer also reviewed:
- Pumping Station No. 1 Pennvest financing and second round of bids submitted. Recommendations to follow at the next authority meeting.
- The Act 537 Plan Special Study – final draft to be submitted to the authority and the board of supervisors for comment before submission to PADEP
- Kreider Farms Dairy & Shop Expansion sketch on South Penryn Road – public sewer options were given to Kreider including a likely new pump station.
- Water Meter Upgrades – recommendation to be given to the authority later.
- SRBC Well Docket Renewal by December 6, 2026 – engineer will soon start working on this.
- The engineer’s report was approved following a motion by Donmoyer, seconded by Snyder, and carried by a vote of 5–0.

Solicitor’s Report

- Sweetbriar Creek Sanitary Sewer Dedication – no action taken.

Adjournment

A motion to adjourn was made by Donmoyer, seconded by Snyder, and approved 5–0. The meeting concluded at 7:28 p.m.

Respectfully Submitted,

Stephanie Whitehouse, Recording Secretary