

Upper Leacock Township Municipal Authority

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The regular monthly meeting of the Upper Leacock Township Municipal Authority was held on Thursday, October 12th, 2023 at 6:30 p.m. at the Municipal Building. The following members were present: Chairman Nelson Bard; Vice Chairman Wilmer Musser; Member Debra Morris; Township Manager Michael Morris; Public Works Director John Leen; Treasurer Samuel Huber VIA Zoom; Township Engineer Clayton Bubeck of RETTEW; Abraham King of Rettew; Sewer Department, Collections Operator 1 Joel Guiseppe; Water Department, Senior Water System Operator Rob Fricke; Media Coordinator Joy Witmer and Utility Billing Specialist; Jamie McFalls.

Mr. Bard called the meeting to order at 6:30 p.m.

Mr. Musser made a ***motion to approve the minutes from the September 14th, 2023 meeting.*** Ms. Morris seconded the motion. The motion passed.

Public Comments:

None

Visitors:

Mark Deimler from Solanco Engineering joined Via Zoom to present the **On-Lot Disposal System (OLDS) Management Process**. Mr. Deimler said that for the last 20 years, DEP has been pushing Municipalities into an Operation Maintenance Program for on-lot sewer systems and will not accept an Act 537 Program if there is no operation maintenance program in place. DEP is pushing this program for the Chesapeake Watershed Improvements. Our draft ordinance is very similar to other municipalities, but Mr. Deimler said his only concern in the ordinance is the SALDO preliminary hydrogeological study. Some of the items show conflicting details and may cause an issue during the approval process. Kara Kalupson and Clayton Bubeck of Rettew as well as Mark Deimler will discuss changes that could be made to that section of the Ordinance and report back to the Authority. Mr. Huber said we need to educate the residents like we did with Stormwater and mentioned that it would be ideal to have pumping services that make repairs when they notice something is broken or missing.

The Authority asked who would be responsible for sending the inspection report in? After discussion it was decided it would be the homeowner.

Solicitor's Report:

None

Manager's Report:

Mr. Morris went over the **Water Department 2024 Proposed Budget**. He stated that our revenue was based on the 83 units for Twin Maples, their plan was tabled until February since they do not have the amount of land needed for recreation. He said it would be more conservative if Twin Maples was not included in the budget. Tapping fees were not paid in 2023. Total Expenditures for 2024 are

\$1,507,805.42 and the Deficit is \$158,368.86. Ms. Morris asked about the cost of chemicals and if they are purchased in bulk and stored. Mr. Leen said the cost of Caustic increased 41.5%, chlorine increased 60% and treatment salt increased 48%. He also said the water department buys salt in bulk and that is added directly to bins at the water treatment plants. Chlorine strength declines the longer it is stored. Mr. Fricke mentioned that he would like to add a new truck to the water department. Currently two employees share a truck, and he thinks it would be ideal if every water department employee had their own truck for plowing and other procedures. Mr. Bard asked if more projects would be done with everybody having their own truck. Mr. Fricke said there would be more flexibility.

Mr. Morris went over the **Sewer Department 2024 Proposed Budget**. He mentioned that the Sewer Budget does not include Twin Maples. The total Expenditures for 2024 are \$2,816,311.00 and the Deficit is \$102,252.54. He talked about the new Public Works Building and he stated that they meet monthly to look at different alternatives and to see if improvements can be made incrementally. The architect is looking at various options. Mr. Leen said this is spread out over a few departments, so the amount can be higher. Mr. Guiseppe said that they are looking into renting a forklift and paying a monthly rental fee instead of purchasing a new one for \$46,000.

Mr. Morris went over the **Stormwater 2024 Proposed Budget**. He mentioned that the Expenditures for 2024 are \$624,423.15 and the deficit is \$22,423.15. Mr. Huber recommends that the Public Works Department tracks their labor hours for water, sewer, and stormwater. We can't have a deficit more than the unreserved fund balance.

Ms. Morris made a **motion to advertise as amended the 2024 Water, Sewer and Stormwater Budgets**. Mr. Musser seconded the motion. The motion passed.

Mr. Musser made a **motion to approve the proposed meeting dates for 2024**. Ms. Morris seconded the motion. The motion passed.

Public Works Report:

Mr. Leen talked about the Sewer Force line Break on Route 23 in front of Fulton Bank on Tuesday October 3, 2023. The pipe was corroded, and it was repaired using a 10-inch PVC pipe and two repair clamps. DEP was notified of the 10,000-gallon spill. We will be developing a SOP to better prepare. There were 5 trucks used. Two of Upper Leacock's trucks, 1 from Windstream, 1 from East Lampeter Township and 1 from Sharp Septic. Mr. Bubeck said he wants to come up with a proposal to check the rest of this pipe. Ms. Morris asked if a logger could be used to detect a sewer force line break just like it can detect water line break. Mr. Bubeck said a water main makes a hissing sound and he's not sure if a logger would work on the force main for sewer.

Engineer Report:

Mondale meter vault - Mr. Bubeck said this project is changing direction and he is looking into an Aerial Velocity Meter that would read better. The meter panel would need to be moved higher since it is in a flood plain and the panel would need to be blended in, so it does not ruin the aesthetic of the bridge. LASA is happy with this decision.

Ms. Morris made a motion to approve the Agreement between Agriteer and ULTMA regarding Public Water and Sewer Service and Providing for Grant of Access Easement. Mr. Musser seconded the motion. The motion passed.

Mr. Musser made a motion to send the final agreement to Dart and have Michael Reed sign the agreement when returned. Ms. Morris seconded the motion. The motion passed.

Sanitary Sewer Industrial/Commercial Discharge Survey – Mr. Bubeck said the letter and survey are ready. The administrative staff will prepare these for mailing.

Chapter 94 Report – Concord PS hydraulic overload runtime. Replaced sticky check valves and pulled flow information to verify no issues. Will send letter to DEP.

Rose, Ethel & Forest Hill Water Main – Forest Hill Rd is done and needs to be tested. Ethel Avenue should be done next week.

Dart Container – HOP process has started and the order contract will change to the company that is doing the Rose, Ethel project.

Joint Water & Sewer Business:

Mr. Musser made a motion to approve Water Service Application for J. Scott Steffy, 5-7 Linden Street for Sept 1, Sept 2, and Step 3 for and additional 1.0 EDU to connect the Leola Trike Shop to public water. Ms. Morris seconded the motion. The motion passed.

Stormwater:

No comments

Sewer Business:

No comments

Water Business:

No comments.

Finance:

No comments.

Correspondence:

No comments. **With a motion to adjourn** from Mr. Huber and a second from Ms. Morris, the regular meeting for the Upper Leacock Township Municipal Authority was **adjourned at 8:45 p.m.** The next scheduled meeting will be held on **Thursday November 9th, 2023 at 6:30 p.m.** at 161 Newport Road, Leola, PA 17540.

Respectfully submitted,



Michael Morris

Manager Upper Leacock Municipal Authority