

**EPHRATA AREA JOINT AUTHORITY
MINUTES – MAY 12, 2022**

The Ephrata Area Joint Authority met on Thursday, May 12, 2022, at 7:00 PM, in the Council Chambers of Borough Hall, 124 S. State Street, Ephrata, PA.

In attendance were Thomas Reinhold, Chairman; Gary Landis, Vice Chairman; Steve Sawyer, Treasurer, Greg Schmuck, Assistant Treasurer; as well as Member Timothy Barr. Absent was Member Clark Stauffer.

Also in attendance were Scott Hughes, Gannett Fleming; Attorney Aaron Zeamer, Russell, Krafft & Gruber, LLP; Michael McKenna, Secretary; Debra Bartow, Assistant Secretary; Stephen Morrison, Director of Utilities; Scott Mohn, Water Operations Manager; Nancy Harris, Municipal Services Manager; and Stephanie Fasnacht, Recorder.

Call to Order

Chairman Reinhold called the meeting to order at 7:00 PM.

Adoption of Agenda

Mr. McKenna 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 Reinhold asked if there were any requests to add a matter of Authority business to the meeting agenda. Seeing none, Chairman Reinhold asked for a motion to accept the meeting agenda as posted. Mr. Barr moved and Mr. Schmuck seconded to approve the meeting agenda as posted. The motion carried unanimously.

Approval of Minutes – April 14, 2022

Mr. Landis moved and Mr. Sawyer seconded to approve the meeting minutes of April 14, 2022. Motion carried unanimously.

Visitor Comments

With no visitors in attendance wishing to address the Board, Chairman Reinhold moved onto the discussion of the Financial Reports.

Financial Reports

After a brief discussion of the financial reports, Mr. Schmuck moved and Mr. Sawyer seconded to receive and file the financial reports. Motion carried unanimously via roll call vote.

Payment of Bills

After a brief discussion of the payment of the bills, Mr. Landis moved and Mr. Schmuck seconded to ratify the payment of the bills. Motion carried unanimously via roll call vote.

Action Items**a. 2022/2023 Proposed Budget and Program of Services**

Ms. Bartow began her presentation by informing the Board that the proposed budget does not include a rate increase advising the last increase occurred in October 2021. Ms. Bartow provided an overview of the Water Operation Fund's budgeted revenues and appropriations for the 2022/2023 fiscal year. Ms. Bartow highlighted the released debt service funds that were held due to past refinancing which will be used towards the 2022/2023 debt service payment, as well as a covering a portion of the 2023/2024 debt service payment.

Ms. Bartow reviewed the Authority's rate ranking advising EAJA has the third lowest rate compared to surrounding municipalities. Ms. Bartow then provided an overview of the Supply Reserve Fund's budgeted revenue and appropriations for the 2022/2023 fiscal year.

Ms. Bartow provided an overview of the proposed 5-year Capital Improvement Plan. Ms. Bartow advised that the Borough of Ephrata has partnered with GMS Funding Solutions to search for grant opportunities. Mr. McKenna noted that GMS has done a good job assisting other municipalities by finding, applying for and managing grants.

After a brief question and answer period, Mr. McKenna encouraged the Board to review the proposed budget document and to contact Staff with any questions and/or concerns prior to their June 9, 2022, meeting.

b. Entech Engineering, Inc., DN Tanks, LLC, Change Order No. 1 for the Pine and Walnut Street Tank Rehabilitation

Mr. Sawyer moved and Mr. Schmuck seconded to approve DN Tanks, LLC, Change Order No. 1 for the Pine and Walnut Street Tank Rehabilitation. Motion carried unanimously.

c. Projects for Lancaster County ARPA Funds Request

Mr. McKenna informed the Board that he recently attended a Lancaster County Borough's Association meeting where the three County Commissioners spoke and provided guidelines pertaining to the receipt of available ARPA funds. Mr. McKenna advised the Commissioners commented this is a "once in a lifetime funding" opportunity and that the submitted project(s) are to be "transformational" in nature. Mr. McKenna further stated the Commissioners advised they are seeking partnerships with municipalities and noted that ARPA cannot be the full supplier of the funds as applicants will be required to match the amount being requested.

Mr. McKenna advised he requested Staff to put together a list of possible projects for submission and that the following options were decided upon to bring forward to the Board:

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| 1. Rebuild of Well #4 | 5. Replacement of Plastic Water Services |
| 2. Replace 4" Water Mains | 6. Fire Hydrant Replacement |
| 3. Update GIS for Water Modeling | |
| 4. Loop Water Main/Dead End Elimination | |

Mr. McKenna provided a brief overview of each project and advised Staff is seeking guidance from the Board as to which project(s) to write proposals for review and submission. Mr. Landis commented he is in agreement that the project needs to not be something of routine maintenance, but rather “transformational” as Mr. McKenna stated earlier. Additionally, Mr. Landis commented from what he understands, priority will be given to first responder-type projects and what is submitted should reflect possibly supplying water for a fire or something to that nature. Ms. Bartow advised that there are specific rules for use of ARPA funds and that each of the proposed projects are in alignment with those rules.

After further discussion, the Board was in agreement to submit for funds for the following projects after receiving verification from Staff that GMS will also be reviewing the proposed project listing resulting in them providing input that may change their initial recommendations:

1. Rebuild of Well #4
2. Update GIS for Water Modeling
3. Loop Water Main/Dead End Elimination

Operations Report

- Had Dave Bonkovich in to search the problem area for leaks in the system. He covered approximately 20 miles from 4/9 through 4/14 and found six (6) leaks.
 - 1138 Lincoln Heights – Service Line 3K/day
 - 1184 Lincoln Heights – Service Line 5K/day
 - 1139 Marie – Service 5K/day
 - 227 S. Reading Road – Main 7K/day
 - 106 Marion Terrace – Main 75K/day
 - Hemlock Road Service to Cemetery – 2K
- All leaks were followed up and fixed by Public Works.
- Due to fixing the leaks, system demand is down 150,000/day reflecting an average of 1.86mgd average for the month of April.
- 126 Marion Terrace – Main break surfaced on April 22nd fixed by Public Works that day.
- Month of March was 73.5% accounted for water; by meeting night, should have the % accounted for the month of April.
- Boose Aluminum Foundry Fire – Had to shut down the Water Plant due to chemical runoff into the Cocalico Creek from putting out the fire. Stated the Plant back up the following day.
- Kickoff project meeting with Entech Engineering and DN Tanks to discuss details for the upcoming work to be done starting May 9th on Walnut Tank.
- Plant Tours:
 - 3rd grade students from Fulton, Akron and Clay Elementary
 - Thaddeus Stevens Technology College students

Next Meeting Date

The next meeting date is Thursday, June 9, 2022, at 7:00 PM.

Adjournment

Mr. Barr moved and Mr. Landis seconded to adjourn the meeting. The meeting was adjourned at 8:30 PM.

Respectfully submitted,

Michael R. McKenna, MPA
Secretary

SJF