

MINUTES  
New Holland Borough Authority  
January 17, 2018

The New Holland Borough Authority met on Tuesday, January 16, 2018 at 8:30 a.m. in Borough Hall. Members present were: Chairman Jacob W. Musser, Treasurer Jack E. Schnader, Assistant Secretary/Treasurer Ernest M. Orr and member Michael H. Kurtz. Secretary Robert P. Johnson was absent. Also present were Authority Solicitor Bradford J. Harris, Authority Manager/Recording Secretary J. Richard Fulcher, Borough Water Department Supervisor Clete Stone, Borough Wastewater Supervisor Tina Myers and water consultant Jeff Bologa of Becker Engineering.

Chairman Musser opened the meeting, noting that newly appointed member Michael Kurtz is here today, replacing former member Tim Bender, who is now Mayor. He then asked Recording Secretary Fulcher to hold the election for Chairman for 2018.

Jack Schnader nominated Jacob W. Musser for Chairman for 2018. Ernest Orr seconded the nomination. Jack Schnader moved that nominations be closed. This was seconded by Ernest Orr and passed. Jacob Musser was then elected Chairman for 2018.

Jack Schnader made the motion that the remaining Officer positions for 2018 be approved as: Robert Johnson for Vice-Chairman; Ernest Orr for Secretary; Jack Schnader for Treasurer; and Mike Kurtz for Assistant Secretary/Treasurer. This was seconded by Ernest Orr and passed.

Jack Schnader made the motion that the Authority's regular meeting days and times for 2018 be the third Tuesday of the month for the months of April and July, and the second Tuesday of the month of October (the 9<sup>th</sup>); with the time to be 8:30 a.m. This was seconded by Ernest Orr and passed.

Ernest Orr made the motion that the firm of Becker Engineering be appointed as the Authority's water consultant for 2018; and that the firm of Buchart-Horn be appointed as the Authority's wastewater consultant for 2018. This was seconded by Jack Schnader and passed.

Ernest Orr made the motion that the firm of Maher-Duessel be appointed as the Authority auditor for 2018. This was seconded by Jack Schnader. Chairman

Musser noted that long time Authority auditor Pat Carr has recently accepted a position with this firm and he plans to continue as the auditor. The motion then passed.

Chairman Musser noted that the Authority will now conduct regular business.

Recording Secretary Fulcher reported that with a new member beginning service, he reminds everyone that for all votes, unless a clear No or Against is stated, a vote is recorded as in favor. If a member has a reason to abstain, the state Ethics Commission requires the member to state the reason for the abstention. The intent being that occasionally these may be member conflicts of interest, but also that if something meets the requirements of law, it is not supposed to be voted against just because someone does not like it.

Ernest Orr then made the motion that the Minutes of the Authority's prior meeting of October 17, 2017, be approved as distributed. This was seconded by Jack Schnader and passed.

Wastewater Department Supervisor Myers reported she has some updates on the operational side for the members information. They are still reviewing two of the alternatives for the potential replacement equipment for the Bio-solids process machine. The original 1989 Turdle equipment is still in use and badly outdated. The two under additional review are very similar in elements. Another operational item underway is that Earl Township has given the Borough authorization to serve a number of business properties in that small section of the Township east of the east Borough line. This includes those lots on Short Street and a number of those on the north side, including Tractor Supply. This will be for a maximum 10,000 gallons per day. The landowners involved are paying the \$10,000 required to have a collection study of the Borough's existing collection lines which would handle the additional capacity. The plant has the extra capacity to handle it but we want to be sure there are no collection bottlenecks involved. On a third operational item, initial discussions are being considered by the Manager to plan some type of phased replacement of the force main that carries the flow from the Spruce Road Pump Station, to a pipe on East Main at Hiester Avenue. It winds its way up North Kinzer, then west on State Street, north on Union, west on Warren, then north on Hiester to the Main Street manhole. This existing line is noted as installed in 1939.

Water consultant Bologna then presented a one-page outline of the updated status and continuing phases of the planned new well at Groff Memorial Park. This is outlined as follows, with the first item hoped to be completed by mid-February,

though he needs about 10 days in a row or more of mild winter weather. The Outline (dated 1-15-18) was:

Assume Completion of Aquifer Testing	April 2018
Preliminary Design	July 2018
Authority Review of Preliminary Design	July 2018
Design for Water Supply Application for submittal to PA DEP	October 2018
Final Design	December 2018
Advertise and Receive Construction Bids	February 2019
Award Documents	March 2019
Construction Start Thru Final Completion (Treatment Facility On-Line)	December 2019

Notes:

1. Assume treatment for: Softening (anion exchange), TCE (stripping tower) and disinfection.
2. Assume no pilot test required by PA DEP for treatment systems.
3. Unknown timeframe for Earl Township and New Holland Borough reviews (land development, stormwater, etc.).
4. Assume three months for PA DEP review of application.

He hopes this is on the conservative side but the agencies could find additional things of concern to them, that we are not aware of at this point. He reminded the members that the required initial Permit under the Susquehanna River Basin Commission for Well 1 at North Hoover Avenue is required due to the new well; though they have also required all grandfathered wells to be Permitted in the meantime anyway. This will be submitted at the same time as the Permit for the new well is filed. Also as a reminder, he stated that the Authority is requesting a well with a large draw-down (700 to 1,200 gpm) approval. Wells are supposed to be approved at an amount that even in a 1 in 20 year drought condition, the system is to be able to provide the service population with water.

Jack Schnader made the motion that the low work proposal of \$2,350.00 from Gerald G. Martin and Sons Excavating for the demolition of the former fire structure on the Authority's wastewater plant property near an existing Authority well, be accepted. This was seconded by Ernest Orr. Chairman Musser noted that four proposals were received and opened on the 11<sup>th</sup>. The highest was \$12,390, the lowest from Martin's. There will be additional waste removal and site restoration work involved, some of which the Borough will assist with. The work should be completed by early to mid-February. The motion then passed.

Solicitor Harris reported on what should be the final version of the updated Amendment to the original 1997 Tower Lease Agreement, which started with D&E Communications, and is now owned by T-Mobile, for cell tower facilities at the east end water tank. The new Agreement extends the lease with conditions, through five potential five-year renewal periods. The original Agreement expired March 1, 2017. Rent is increased by 10 percent at each Renewal period. There is also an initial bonus payment of \$5,000 from T-Mobile upon full execution of this Agreement; and up to \$2,500 in reimbursement for Authority attorney fees related to the Lease Amendment. This discussion has taken longer so the record of prior ownerships could be clarified.

Jack Schnader then made the motion that the First Amendment to the New Holland Borough Authority's 1997 Existing Tower Site Lease Agreement with D & E Communications, Inc., be approved, upon final review by the Solicitor and Manager. This was seconded by Ernest Orr and passed.

Jack Schnader made the motion that the bills be approved for payment as prepared. This was seconded by Ernest Orr and passed. The bills were:

Good & Harris, LLP	\$153.00
Attend Authority Meeting	Ck#1482
ARRO Consulting	\$395.23
Fire. Dept. Training Facility	Ck#470
Good & Harris, LLP	\$323.00
Crown Castle	#471

There being no further business or public comment, the meeting was adjourned at 9:07 a.m.

4-17-18

Date Approved