

**EAST LAMPETER
SEWER AUTHORITY
2250 Old Philadelphia Pike
Lancaster, PA 17602
(717) 393-1567
FAX (717) 393-4609**

**Minutes of Regular Meeting
March 12th 2025**

The East Lampeter Sewer Authority met on Wednesday, March 12th, 2025, at 4:00PM at the Township Building 2250 Old Philadelphia Pike, Lancaster, PA. 17602.

The meeting is being conducted virtually utilizing Zoom, which is a cloud-based platform for remote video and audio conferencing. The meeting is being recorded.

The meeting was called to order with the Pledge of Allegiance by Chairman, Mr. Rick Robinson.

Members' Present: Mr. Rick Robinson and Mr. Gavin Scalyer

Members Present via Zoom: Mr. Fred Clark

Members Absent: Mr. Vinod Patel and Mr. Todd Stumpf

Present were: Mr. Ralph Hutchison, Twp. Manager, Ms. Tara Hitchens, Assist Twp. Manager, Mr. Charlie Thomas, Public Works Director, Ms. Stephanie Leakway, Public Works Admin. Assistant

Guest were: Mr. Matt Cichy, HRG

Mr. Robinson announced that the authority will be holding Confidential Session to discuss legal matters.

The minutes of the regular February 12th, 2025, meeting was approved.

The treasurer's report was:

\$ \$14,973.66 ELSA PLGIT-Admin checking account as of 2/28/2025
\$ \$69,720.85 Storm water PLGIT-Class checking account as of 2/28/2025

A. Sanitary Sewer:

The following administrative bills were presented for payment:

Report of Approval for Checks dated February 12th, 2025, totaling \$13,972.59

The following requisitions were presented for payment:

03-657 HRG

Stauffer Run PS Pump Upgrade

Strasburg Pike Sewer Ext. Design/Permitting

Hobson Road Sewer Lining Project

Stauffer Run Pump Station Wet Well

Total=\$3,740.50

03-658 – Mr. Rehab

Hobson Road Sewer Lining Project

Total=\$79,149.30

03-659 – United States Treasury

Yield Restriction Liability Associated with Guarantee Sewer Revenue Bonds

Total=\$48,739.52

Motion 1st by Mr. Clark to pay the Sewer Bills/Requisitions. 2nd by Mr. Scalyer. Motion carried.

B. Stormwater:

The following bills were presented for payment:

Report of Approval for Checks/Transfers dated March 12th, 2025,
totaling \$8,808.05

Motion 1st by Mr. Clark to pay the Stormwater bills. 2nd by Mr. Scalyer. Motion carried.

Old Business:

A. Sanitary Sewer:

i. Stauffer Run Upgrade

Mr. Cichy reported that Envirep, Inc. Gorman-Rupp pump manufacturer's representative was out to pick up spare pump impellers so they could be trimmed which is associated with pump 1 & 2.

ii. CFA Funding-

a. Oaks #2 Elimination Project

Mr. Thomas stated he is waiting to hear back from Mr. Nissley concerning the easement on his property for the boring under Route 30. He is going to reach out next week if he doesn't hear from Mr. Nissley.

b. Hobson Road Sewer Rehabilitation Project

Mr. Cichy informed that Mr. Rehab has completed all the lining work, all work is acceptable. Next step would be to get all paperwork documentation together to make CFA reimbursement request. Mr. Cichy is working with Kevin to get documentation they need for the financial side.

c. Stauffer Run PS Wet Well Lining Project

Mr. Cichy stated he is going to reach out to contractor to see when they are anticipating getting out there. Mr. Cichy suggested getting prevailing wage rates to make it easier for CFA reimbursement. Mr. Hutchison is concerned that going with prevailing wage rates it will increase the cost of the project and the grant money will not go as far. Mr. Cichy stated HRG will reach out concerning CFA funding before decision is made on prevailing wage.

iii. Strasburg Pike Project

Mr. Cichy reported that HRG provided Township Staff permit drawings for review. Once review is completed, will work on getting permit application submission into DEP & then get started on Highway Occupancy Permit. DEP has 120 days to respond. Mr. Cichy asked how application fee will be paid, Mr. Hutchison stated he would prefer paying by check.

iv. Covered Bridge Market Place

Mr. Hutchison stated there has been a little back & forth with the property owner & their representative regarding the project in the tributary to the Mill Creek. Township is waiting to hear back from them on the proposal.

v. Tapping Fee Analysis

Mr. Hutchison asked after review of the report generated by HRG, what do they feel the timing would be if they decide to increase tapping fee rates. Ms. Hitchens ask board to consider increasing rate to \$4,058.00 per EDU in January 2026 and act at June 11, 2025 meeting. All final land development plans submitted after January 2026 would fall under new cost. Any new sewer connections after January 1st 2026 will be under the new fees. Mr. Clark asked how this will affect Strasburg Pike project. He feels it would not be right to raise the fee for them since the project probably will not happen in 2025. Mr. Clark would like the rate to stay the same of \$2,650.00 for residents involved in the Strasburg Pike project. Ms. Hitchens stated they will reach people through Township website, Facebook and Newsletter to inform them of the fee increase.

vi. Municibid Items Sold

Mr. Thomas stated items that were approved to sell at a prior meeting have been sold through Municibid. He is asking for Board to authorize the sale to the highest bidder. Motion made by Mr. Scalyer, Seconded by Mr. Clark, motion carried.

B. Stormwater:

None.

New Business:**A. Sanitary Sewer:****i. Borrowing Funds**

Mr. Hutchison stated Mr. Cichy has put together a schedule that showed the Authority will run out of several thousand dollars by the end of this year.

Township would like to start the borrowing process & would like to have PRM come to the April meeting. Mr. Clark is fine with starting the process, but would like to hold off with borrowing as long as possible because market is coming in our direction. Mr. Hutchison also stating City of Lancaster is looking at Penn Vest for funding.

ii. Procedure & Requirement for Construction Manual

Mr. Cichy stated requests to update manual in 5 Areas

1. Fernco Couplings
2. Abandonment of Septic Tank
3. Grease Trap – Use Coating
4. Grease Trap Alternative
5. Saddle Connection, Epoxy Coat

Also asked about online access of the manual, Mr. Thomas stated if they keep the procedure the way it currently is it helps the Township control it better when updates occur.

Motion made by Mr. Scalyer to accept manual update & keep the process the same how manual gets purchased, 2nd by Mr. Clark, Motion Carried.

B. Storm Water:**i. None****Other Business:**

None

Public Comments:

None

Mr. Robinson announced that the authority will be holding Confidential Session to discuss legal matters.

Adjournment at 4:37 P.M. Motion made by Mr. Clark, 2nd by Mr. Scayler. Motion carried.

The next regular scheduled meeting is April 9th, 2025, at 4:00 P.M. at the Township building 2250 Old Philadelphia Pike.

Respectfully submitted- Tara Hitchens-Asst. Township Manager