

# Upper Leacock Township Municipal Authority

36 Hillcrest Avenue, PO Box 325, Leola, PA 17540  
(717) 656-9755 • FAX: (717) 656-9609  
www.ultwp.com

The regular monthly meeting of the Upper Leacock Township Municipal Authority was held on Thursday, October 10, 2019, at 6:30 p.m. at the Township Office. The following members were present: Supervisor Nelson Bard, Wilmer Musser, Samuel Huber, Mike Reed, Cindy Shenk; Michael Morris, Township Manager; Brian Kauffman, Authority Engineer and John Leen, Public Works Director. Also in attendance were Joel Guiseppe Head of the Sewer Department and Mike Ewing Head of the Water Department.

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

Mr. Huber made a motion to **approve** the August 8, 2019 minutes as presented. Ms. Shenk seconded the motion. The motion passed.

## Public Comments:

- None

## Visitors:

- Joy Witmer new Administrative Secretary/Media Coordinator introduced herself. Joel Guiseppe was also introduced as the new head of sewer department.

## Manager's Report:

Manager Mr. Morris thanked all the employees that worked diligently on the budget.

- Proposed **2020 Water and Sewer Budgets:**
  - Mike Ewing - Equipment Replacement budgeted \$20,000 for 2020 - the water softeners were replaced and he expects costs to be down from 2019. Mr. Ewing also talked about the new blue tooth headsets the crews will be getting in 2020 under the same line item.
  - Mike Ewing - Hydrant Expenses/Replacements budgeted \$5000, the budgeted amount was raised to \$15,000 to purchase new hydrants to be replaced possibly contracting the job out so it is done in a timelier manner.
  - Manager Mr. Morris - New Water Service Supplies budget \$30,000, metering Supplies stock for Market Square Supplies.
  - John Leen - Engineering Services budgeted \$40,000 - higher because of applying for several permits for water stations, also exploring other treatment options as well. Salt bins are deteriorating and will be costly to replace. Exploring new technology for those sites.
  - Mike Ewing - City Water Purchase budget for 2020 - \$75,000 wants to know the uninterrupted service plan that is in place.
  - Mike Ewing - Capital purchases budget for 2020 - \$66,000, Logger and Patroller detects leaks better than old equipment. Picks up sound when you drive by.

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(Management Agent for Sewer and Water Departments)

Mr. Huber made a motion to **Advertise the Water Budget for 2020 to be advertised with the water hydrant with the above modifications** Mr. Musser seconded the motion. The motion passed.

- **Proposed 2020 Sewer Budget –**

- Manager Mr. Morris – Board of Supervisors approved Univest as a Depository to transfer \$1,000,000 from BB&T to Univest at an interest rate of 2% with \$20,000 anticipated in interest from Univest.
- Manager Mr. Morris – Sewer Revenue/Residential budget \$1,441,356 including Nathan Village.
- Manager Mr. Morris – Contributed Capital putting \$66,000 away towards new Vac Truck in 2025.
- Supervisor Bard questioned Chemicals/Collection System budget \$10,000 – John Leen explained that caustic and stock will need to be replaced.
- Joel Gueseppe – Rep & Maint/ Pump Stations budget \$65,7000 Omnibeacon will be a more accurate way to track data in the pump stations and Crystal Ball can activate pumps with phone, better records, lets you know if the call went out. More advanced and will save time.
- Joel Gueseppe – Small/Tool Minor Equipment/ Shop Trucks \$13,000 replace compressor with a new compressor. More efficient.
- Brian Kauffman – Repair & Maint/Collection System Budget \$56,000 add \$50,000 to the budget for I&I Repairs totaling \$106,000
- Brian Kauffman – Sewer Treatment/ Transport to LASA update budget from \$516,000 to \$420,000
- Joel Guiseppe – Capital Purchase budget \$270,266 – Purchase a camera to televise lines, it's a crawler in the pipe. This will save money trying to find I & I.

Mr. Huber made a motion to **Advertise the 2020 Sewer Budget with the above modifications**, Ms. Shenk seconded the motion. The motion passed.

- **Meeting dates for 2020:**

Mr. Reed made a motion to **approve** the meeting dates for 2020, Ms. Shenk seconded the motion. The motion passed.

**Public Works Report:**

- *Monthly Report* – The Board reviewed and discussed the Public Works Director Report, which was included in the packet.

**Engineer Report:**

- **Amendment No. 5 to the 1983 City Intermunicipal Agreement:**

Mr. Kauffman explained that the 1983 Intermunicipal Agreement has been Amended 4 times since then, this Amendment No. 5 will be more specific.

Mr. Musser made a motion to approve Amendment No. 5 to the 1983 Intermunicipal Agreement, Mr. Huber seconded the motion. The motion passed.

- **Market Square South's Financial Security amount:**

Mr. Reed made a motion to **approve** Market Square South's Security amount, Mr. Musser seconded the motion. The motion passed.

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#### Joint Water and Sewer Business:

- Mr. Huber made a motion to **approve** water application for Step I & III approval for **Mike & Bonnie Kapp, 2355 New Holland Pike**, for 1.0 EDU for the residence, Ms. Shenk seconded the motion. The motion passed.
- Mr. Huber made a motion to approve water and sewer applications for Step III approval for **Market Square South, LLC** for 119 EDU for a new subdivision, Ms. Shenk seconded the motion. The motion passed.

#### Sewer Business:

- *Sewer Department Work Report* – The Board reviewed the Sewer Department Work Report which was included in the packet.

#### Water Business:

- *Water Department Work Report* – The board reviewed the Water Department Work Report which was included in the packet.

#### Finance:

- *Month-End Financial Report* - The Board reviewed the Month-End Financial Report which was included in the packet.

#### Delinquent Report:

- The Board reviewed the Delinquent Report which was included in the packet.

#### Correspondence:

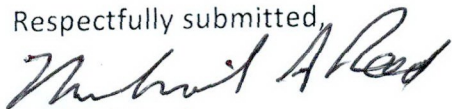
- None

#### Executive Session started at 7:58 p.m.

- Real-Estate

With a motion from Ms. Shenk and a second from Mr. Musser, the regular meeting for the Upper Leacock Township Municipal Authority was **adjourned** at 8:50 p.m. The next scheduled meeting will be held on Thursday, November 14, at **6:30 p.m.**

Respectfully submitted,



Michael Reed  
Secretary

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