

Upper Leacock Township Municipal Authority

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The regular monthly meeting of the Upper Leacock Township Municipal Authority was held on Thursday, November 12, 2020, at 6:30 p.m. at the Township Office. The following members were present: Chairman Nelson Bard (via teleconference); Secretary Michael Reed; Treasurer Samuel Huber (via teleconference); Member Cindy Shenk; and John Leen, Public Works Director.

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

Mr. Reed made a motion to **approve** the minutes from the regular October 8, 2020 meeting as presented. Ms. Shenk seconded the motion. The motion passed.

Public Comments:

There were no public comments.

Visitors:

There were no visitors.

Manager's Report:

Mr. Reed made a motion to adopt the **2021 Water and Sewer Fund Budgets**. Ms. Shenk seconded the motion, the motion passed.

Update on 161 Newport Road – report given by John Leen

- The interior mechanical and electrical work is being done now and is going well.
- General Contractor is waiting for exterior doors to be delivered.
- Siding will start going on, but not all of it will be able to be put on until the windows are delivered. The windows are delayed from the manufacturer but should be delivered around December 1st.
- John Leen is taking pictures every day and emailing them to Joy Witmer who is putting them on the townships' hard drive. If someone would like to see them just let John know.
- Furniture from Michael Morris' office will be moved down for the manager's office. The current meeting room furniture will also be moved to the new building. The office manager' office and the zoning office are already furnished. However, there will need to be furniture purchased for the other office staff. The quote for the furniture is roughly \$30,000.

Mr. Reed made a motion to purchase office furniture in the amount of \$30,000. Ms. Shenk seconded the motion, the motion passed.

Public Works Report:

New Control System/Alarm Units were added to pump stations to upgrade the current alarm system. The new units will provide service with cellular instead of cable. The new units will provide more information remotely and the ability to shut items off remotely, if needed. This system also will provide additional information, which will help complete our annual DEP required Chapter 94 reports. This data can easily be accessed by our staff and consultants. The monitoring cost will be reduced in half by switching from cable to cellular.

The Valve and Hydrant project is nearly completed. It was a difficult job because a number of valves broke unexpectedly during the normal replacements. In addition, some of the fittings had leaded joints, which will crack and fail when moved, and were jostled during construction. These were replaced to prevent future leaks. The water department has been making the extra effort to stay ahead of the contractor, and make this project as seamless as possible.

There have been no complaints regarding the sewer odor at Meadow Brook. Vented cleanout caps were added to the sewer line along with a manhole cover with goose neck vent to help with ventilation. Investigation of the odor will continue.

Engineer Report:

The advertisement for the Bareville water tank painting was in the Lancaster paper. Bid numbers will be received prior to next months' meeting.

Joint Water & Sewer Business:

No additional comments.

Sewer Business:

No additional comments.

Water Business:

Ms. Shenk made a motion to approve the sprinkler application for Step I & III approval for **Zion Lutheran Church, 18 Quarry Road**. Mr Reed seconded the motion, the motion passed.

Finance:

Mr. Reed made a motion to approve the **Application for Payment #1 from A.K. Petersheim Builders, LLC** in the amount of \$225,000 for 161 Newport Road. Mr. Huber seconded the motion, the motion passed.

Ms. Shenk made a motion to approve the **Application for Payment #1 from Hirneisin Electric Inc.** in the amount of \$14,716.79 for 161 Newport Road. Mr. Huber seconded the motion, the motion passed.

Delinquent Report:

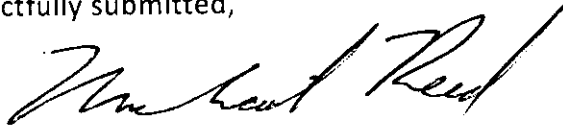
There was discussion about whether or not water should be turned off at a property if the Township knows the property is vacant. This could prevent possible damage to the property, and excess flow. Additional legal advice will be obtained.

Correspondence:

None

With a motion from Ms. Shenk and a second from Mr. Reed, the regular meeting for the Upper Leacock Township Municipal Authority was **adjourned** at 7:19 p.m. The next scheduled meeting will be held on Thursday, December 10, 2020 at **6:30** p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Reed". The signature is fluid and cursive, with the first name "Michael" written in a larger, more prominent script than the last name "Reed".

Michael Reed
Secretary Upper Leacock Township Municipal Authority