

**ENGINEER'S REPORT  
to the  
SUBURBAN LANCASTER SEWER AUTHORITY**

April 7, 2020

Prepared:

April 1, 2020

**CDM  
Smith**

# ENGINEER'S REPORT

## SUBURBAN LANCASTER SEWER AUTHORITY

### A. MANAGEMENT PLAN/CAPACITY REQUESTS

The Management Plan and Capacity Request List have been updated as of February 29, 2020 and are attached to this Engineer's Report. The monthly updates to both the EDU tracking by municipality and the tracking of developments without capacity reservation are also attached to this Engineer's Report.

Since the February SLSA meeting, no new capacity requests or inquiries have been received and there have been no status changes for prior recent capacity inquiries for Millwood Road Lot 6, the Melvin King farm, and Meadows of Strasburg.

The report of connections to the sewer system and permits issued during the month of February is attached to this Engineer's Report.

### B. DEVELOPMENT PLANS/PROJECTS

The Development Plan Status Report is attached to this Engineer's Report. Since the February SLSA meeting, CDM Smith has reviewed development plans (initial or revised) for two development projects (KFG Holdings and Penn Grant Commons West). We were also informed of an ownership change for the Willow Acres development in Pequea Township.

### C. INSPECTIONS

During the month of February, CDM Smith inspected construction of sewer extensions/facilities for SouthPointe at Lakes, Millwood Road Lot 11, and Village Park. We also inspected new service connections at 3 and 7 Stoneway Path of Stone Meadow Place and 119 and 210 Country Meadows Drive of Country Meadows Estates.

### D. MUNICIPAL PARTNERS

The next escrow payments due will be for the planning and design of the New North Secondary Clarifier and Return Sludge Pumping Station and for the design of Oxygen Plant Improvements at the WWTP.

### E. FINANCIAL MATTERS

*2020 Bond Issue* – On the prior advice of RBC Capital Markets and Barely Snyder, the Authority approved a 2020 Bond Issue to refinance SLSA's Series of 2015 Bonds and to prepay some debt. The closing for this bond issue occurred on March 18, 2020, as scheduled. As previously directed by the Authority, \$1 million was transferred from the Revenue Fund for the debt prepayment. Barely Snyder will provide SLSA with a copy of the closing documents binder for this bond issue when it is completed.

*Budget Updates* - As previously requested by the Authority at the beginning of fiscal year 2020, CDM Smith prepared a draft version of the first mid-year update to SLSA's Operating/Administrative Budget (for fiscal year 2020) for discussion at February meeting. We have subsequently revised and reformatted this budget table to include additional detail requested by the Authority. The revised Operating Budget table is included as an attachment to this Engineer's Report. We have also begun to engage Trout, Ebersole & Groff about moving SLSA financials to a modern accounting software system (like QuickBooks or similar).

*Capital Cost Sharing* - As initially discussed at the December 2019 SLSA meeting, CDM Smith has contacted Strasburg Borough about SLSA's intent to bill the Borough for its share of SLSA capital projects (particularly for Lyndon and Mill Creek Pumping Stations), in the same manner that SLSA bills the Borough for its share of City capital sewer projects. CDM Smith provided the Borough with a copy of the summary tabulation presented to the Authority at the February meeting of SLSA's capital expenses for the past five years that are applicable for cost sharing with the Borough. Moving forward, the Borough will be invoiced regularly for its share of applicable SLSA capital projects.

*2020 Construction Fund* - As initially discussed at the January SLSA meeting, CDM Smith continued to coordinate with Fulton Bank (Trustee), Barley Snyder, and Blakinger Thomas regarding the establishment of a new 2020 Construction Fund to prepare SLSA for anticipated capital expenses for SLSA construction projects and City capital sewer projects. Blakinger Thomas has prepared a BR&I Fund requisition and related documentation for this purpose that will be presented to the Authority for approval at the March meeting.

## **F. 2019 ANNUAL CHAPTER 94 REPORT**

CDM Smith finalized the 2019 Chapter 94 Report to address a few minor comments provided from the Authority at the February SLSA meeting and submitted it to the City on February 28, 2020.

## **G. PRE-SLSA SEWER LINE REPLACEMENT PROJECT**

This project has been on hold since April 2019 due to more urgent SLSA priorities, particularly repair/replacement of controls, pumps, and appurtenances at certain SLSA stations.

## **H. SEWER SYSTEM OPERATION AND MAINTENANCE**

A meeting was held with representatives of the City of Lancaster on March 11, 2020 to discuss operation and maintenance issues. A summary of ongoing issues discussed with the City is attached to this Engineer's Report. The monthly update of the pumping station flow tabulation is also attached to this Engineer's Report.

As requested by the Authority at the February meeting, Clean Cut Landscape provided a revised mowing estimate for 2020 which is included as an attachment to this Engineer's Report.

## **I. PENNSYLVANIA ONE CALL**

During the month of February, CDM Smith received a total of 69 tickets from PA One Call System, Inc., 50 of which required sewer location.

**SUBURBAN LANCASTER SEWER AUTHORITY  
MANAGEMENT PLAN  
AS OF FEBRUARY 29, 2020**

ID #	DEVELOPMENT NAME	TOWNSHIP	LETTER ISSUED	EDU'S			COMMITTED UNUSED CAPACITY (GPD)
				TOTAL	ISSUED	IN SERVICE	
44	Country Meadow Estates	West Lampeter	3-Mar-91	86	67	65	7,350
25	Willow Acres Stage 1	Pequea	30-Dec-92	30	0	0	10,500
25	Willow Acres Stage 2	Pequea	30-Dec-92	58	0	0	20,300
25	Willow Acres Stage 3	Pequea	30-Dec-92	72	0	0	25,200
88	Crossings at Rocky Springs (Phase I)	West Lampeter	21-Sep-00	42	40	40	700
99	Rocky Springs Park	West Lampeter	17-Oct-02	5.5	4.5	4.5	350
109	Willow Valley Business Center	West Lampeter	22-Jul-04	18	10	10	2,800
115	Greenleaf Ph I - Mentzer	West Lampeter	10-May-05	2	1	1	350
116	Evans Subdivision	Pequea	16-Jun-05	3	3	2	350
126	Binkley Property (Conestoga Reserve)	Lancaster	24-May-07	27	26	26	350
141	Brubaker Silver Lane Lots	West Lampeter	8-Jun-12	2	1	1	350
143	CJPS, LLC (NDP Apts)	Lancaster	20-Dec-12	8	0	0	2,800
Misc	Millwood Road Lot 11	Pequea	27-Nov-18	5	5	0	1,750
Misc	Sheetz in Willow Street	West Lampeter	27-Feb-20	8	8	0	2,800
			TOTALS	367	166	150	75,950

**SUBURBAN LANCASTER SEWER AUTHORITY  
SEWAGE CAPACITY REQUESTS  
AS OF FEBRUARY 29, 2020**

PEQUEA TOWNSHIP						
ID #	DEVELOPMENT NAME	CAPACITY		CUMULATIVE		APPLICANT'S COMMITMENT DATE
		EDU'S	FLOW (GPD)	EDU'S	FLOW(GPD)	
	TOTALS	0	0	0	0	

WEST LAMPETER TOWNSHIP						
ID #	DEVELOPMENT NAME	CAPACITY		CUMULATIVE		APPLICANT'S COMMITMENT DATE
		EDU'S	FLOW (GPD)	EDU'S	FLOW(GPD)	
94	Sangrey Subdivision	1	350	1	350	12-Feb-02
137	Herr Farm at Willow Valley (SouthPointe at Lakes)	92	32,200	93	32,550	28-Feb-19
	Signature Stone Inc.	2	700	95	33,250	30-Jun-19
	TOTALS	95	33,250	95	33,250	

LANCASTER TOWNSHIP						
ID #	DEVELOPMENT NAME	CAPACITY		CUMULATIVE		APPLICANT'S COMMITMENT DATE
		EDU'S	FLOW (GPD)	EDU'S	FLOW(GPD)	
	TOTALS	0	0	0	0	

<b>TOTALS</b>	<b>95</b>	<b>33,250</b>	<b>95</b>	<b>33,250</b>	
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\* Where gallons does not equal (EDUs x 350 gpd/EDU), it is because the developer had estimated flow using different criteria when making request.

**SUBURBAN LANCASTER SEWER AUTHORITY  
ALLOCATION OF ADDITIONAL CAPACITY PURCHASE OF 2.0 MGD  
EDU TRACKING BY MUNICIPALITY  
AS OF FEBRUARY 29, 2020**

	<u>West Lampeter Township</u>	<u>Pequea Township</u>	<u>Lancaster Township</u>	<u>Unallocated (1)</u>
Remaining Capacity from Previous Month, EDUs	1,198	355	130	706
New Capacity Requests (2)	2	4	0	0
Recovered Capacity	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Remaining Capacity (EDUs)	1,196	351	130	706

(1) Current total of unallocated capacity = 706 EDUs.

806 Previous EDUs minus 100 EDUs transferred to Lancaster Township = 706 EDUs.

1,306 Previous EDUs minus 500 EDUs allocated to West Lampeter Township = 806 EDUs.

1,271 Previous EDUs plus 35 EDUs recovered from Paradise Township = 1,306 EDUs.

1,306 Previous EDUs minus 35 EDUs allocated to Paradise Township = 1,271 EDUs.

1,341 Previous EDUs minus 35 EDUs transferred to Lancaster Township = 1,306 EDUs.

1,341 EDUs = 341 unallocated excess EDUs\* plus 1,000 additional EDUs available for allocation per CDM's September 2005 capacity evaluation.

\*341 unallocated excess EDUs = 812 EDUs allocated to Strasburg Region and Excess SLSA in August 1996, minus 286 EDUs purchased by Strasburg Borough in 1998, minus 185 EDUs transferred to Lancaster Township in 2004.

(2) 2 EDUs for Stone Meadow Place and 4 EDUs for Penn Grant Commons Phase 4.

**SUBURBAN LANCASTER SEWER AUTHORITY  
TRACKING OF DEVELOPMENTS  
WITHOUT CAPACITY RESERVATION  
AS OF FEBRUARY 29, 2020**

<u>Development</u>	<u>Township</u>	<u>Total EDUs</u>	<u>Permits Issued</u>	<u>EDUs in Service</u>
<b><u>Active (1)</u></b>				
Mill Creek Development Ph. 1	West Lampeter	112	112	111
Mill Creek Development Ph. 2	West Lampeter	90	88	88
Mill Creek Development Ph. 3	West Lampeter	13	13	12
Mill Creek Development Ph. 5	West Lampeter	7	3	3
Willow Bend Farms	West Lampeter	88	88	84
Summerfield	Pequea	148	148	133
Penn Grant Commons	Pequea	169	162	154
Stone Meadow Place	West Lampeter	14	8	4
Good Subdivision	West Lampeter	2	0	0
Willow Ridge Manor	West Lampeter	30	29	29
Elam Miller (residential)	Pequea	1	0	0
Garber Farm	West Lampeter	2	1	1
2531 Willow Street Pike	West Lampeter	1	0	0
Peony Road Tract (Spring Meadow)	West Lampeter	17	14	10
1266 Gypsy Hill Rd Subdivision	West Lampeter	1	0	0
Village Park	West Lampeter	2	0	0
1376 New Danville Pike	Lancaster	1	0	0
Willow Woods Village	West Lampeter	9	0	0
Millwood Road Lot 1	Pequea	6	0	0
Eshelman Mill Road Subdiv.	West Lampeter	3	0	0
Weis Gas-N-Go (Kendig Square)	West Lampeter	1	NA	0
1891 Windy Hill Road	West Lampeter	1	0	0
Stuedler Tract	Pequea	23	0	0
Penn Grant Commons West	Pequea	194	0	0
<b><u>Inactive</u></b>				
Grouse Pointe Farm	West Lampeter	88	0	0
Rockvale Road Properties	West Lampeter	19	0	0
Millwood Road Lot 6	Pequea	2	0	0
1502 Mentzer Rd (Melvin King)	West Lampeter	2	1	1

(1) With Township approval of capacity.

**SUBURBAN LANCASTER SEWER AUTHORITY**  
**MONTHLY STATUS REPORT**  
**FEBRUARY 29, 2020**

Number of Permits Issued (See Attached List)..... 7  
 Number of Service Connection Inspections..... 4

Fees Collected:

Tapping Fee	14	@	\$3,000.00 Each =	\$ 42,000.00
Tapping Fee	0	@	\$2,500.00 Each =	\$ -
Connection Fee	0	@	\$1,200.00 Each =	\$ -
Inspection Fee - Gravity	7	@	\$225.00 Each =	\$ 1,575.00
Inspection Fee - Pump	0	@	\$450.00 Each =	\$ -
<b>Total</b>				<b><u>\$ 43,575.00</u></b>

Summary of Existing Accounts:

	<u>Flat Rate</u>		<u>Metered (1)</u>		
	No.	EDUs	No.	Billing EDUs	Planning EDUs
Pequea Township	650	956	7	21	10
Lancaster Township	969	1,355	8	88	43
West Lampeter Township	4,255	4,804	71	1,906	907
<b>Totals:</b>	<b>5,874</b>	<b>7,115</b>	<b>86</b>	<b>2,015</b>	<b>960</b>

(1) Billing EDUs are based on 15,000 gallons per quarter per EDU, or 165 GPD/EDU.  
 Planning EDUs are based on 350 GPD/EDU.

City of Lancaster Customers:

Fairfield Acres	243 EDUs
Conestoga Gardens	23 EDUs
Conestoga Landing	72 EDUs
<b>Total</b>	<b><u>338 EDUs</u></b>

**SUBURBAN LANCASTER SEWER AUTHORITY  
CONNECTION PERMIT LOG  
FEBRUARY 2020**

<b>No.</b>	<b>Date Issued</b>	<b>Owner's Name</b>	<b>Connection Location</b>	<b>MP Code</b>	<b>Twp.</b>	<b>Start Date</b>
6276	11/07/19	Austin Smucker / CHG	210 Country Meadows Drive	44	W	02/11/20
6277	12/02/19	Berks Homes	7 Stoneway Path	131	W	02/28/20
6279	12/10/19	Curtis Stumpf / CHG	119 Country Meadows Drive	44	W	02/19/20
6288	02/18/20	Garman Builders	16 Southside Drive	136	P	
6289	02/18/20	Garman Builders	17 Southside Drive	136	P	
6290	02/18/20	Garman Builders	18 Southside Drive	136	P	
6291	02/18/20	Garman Builders	19 Southside Drive	136	P	
6292	02/20/20	Lancaster Home Builders	3 Stoneway Path	131	W	02/28/20
6293	02/20/20	Lancaster Home Builders	4 Stoneway Path	131	W	
6294	02/25/20	Sheetz, Inc.	2539 Willow Street Pike	Misc	W	

## SUBURBAN LANCASTER SEWER AUTHORITY

### Development Plan Status Report March 2020

#### Grouse Pointe Farm

CDM Smith reviewed development plans and issued an approval letter in August 2009. Chris Falencki and Jill Nagy attended the September 2017 and January 2018 SLSA meetings to discuss a cost sharing proposal with the Board. Frank Mincarelli drafted a revised Sewer Extension and Reimbursement Agreement that was sent to the developer in April 2018. CDM Smith contacted the developer on the status of this development in January 2019 and was informed that there is still no schedule for construction of this development.

#### Penn Grant Commons

Construction of Phases 1 and 2 has been completed and sewer facilities were dedicated to SLSA at the September 2016 SLSA meeting. The Developer's Agreement for Phases 3 and 4 was signed by SLSA at the March 22, 2018 SLSA meeting. CDM Smith provided inspection services during construction. CDM Smith received and reviewed record plans for Phase 4 and issued comment letters dated March 5 and March 7, 2019. We reviewed revised plans and issued an approval letter dated March 12, 2019. Revised record plans with final rim elevations were received June 5, 2019. An AutoCAD file and Mylar copies of the approved/final record plans were received on June 12, 2019.

#### CJPS, LLC (New Danville Pike Apartments)

CDM Smith reviewed development plans for this grinder pump project and issued an approval letter dated July 17, 2013.

#### Willow Acres

CDM Smith reviewed sanitary sewer plans and easement documents and issued a development approval letter in November 2014.

CDM Smith reviewed the pumping station fourth revised plans and issued an approval letter dated July 21, 2015. A Water Quality Permit was received in a letter from PADEP dated April 10, 2015.

CDM Smith was contacted by the developer to construct the portion of the force main in the PENNDOT right-of-way in Millwood Road. Frank Mincarelli drafted a specific and inspection and legal escrow. Construction on this portion of the force main was completed on April 25, 2016. Manhole No. 1442 was not addressed at that time, but will need to be lined when the project proceeds. 85 percent of the financial security cash escrow was reimbursed to Millwood Land Co. at the September 2016 SLSA meeting.

A Developer's Agreement for Stage 1 and the pumping station was executed by SLSA at the December 15, 2016 meeting.

CDM Smith was contacted in March 2020 regarding an ownership change to Vanguard Development Group for this development. In coordination with Blakinger Thomas we responded to an inquiry from Vanguard on the approval status of the project with SLSA and on forms/documents/permits that will need to be transferred or reissued to the new owner.

#### Willow Run (597 Millwood Road Tract)

Phase 1 was dedicated to SLSA on June 30, 2016. A Developer's Agreement for Phases 2 and 3 was executed by the Authority at the April 26, 2018 meeting. CDM Smith provided inspection services during construction. Record plans were reviewed and an approval letter dated August 6, 2018 was issued. Dedication documents were conveyed to the Developer on September 17, 2018 and executed by SLSA at the December 20, 2018 meeting. The last building (with six dwelling units) was connected to SLSA's system in July 2019. Remaining inspection escrow (\$5,892) was refunded in September 2019. The Letter of Credit amount was reduced to 15% of the original amount during the 18-month guarantee and maintenance period that expires on June 20, 2020. The final wearing course for the private streets was inspected by CDM Smith on November 20, 2019 and found to be satisfactory.

#### Stone Meadow Place

CDM Smith received and reviewed revised plans and issued an approval letter dated July 20, 2017. A Developer's Agreement was signed by SLSA at the May 24, 2018 meeting. CDM Smith provided inspection services during construction. We reviewed record plans, issued an approval letter dated January 24, 2019, and subsequently received required copies of the approved record plans. At the Developer's request, the Letter of Credit was reduced to 15 percent of the construction cost estimate, as approved by the Authority at the March 2019 meeting.

#### Willow Valley Crossroads – Turkey Hill

CDM Smith reviewed revised plans for the service connection for the proposed Turkey Hill and issued an approval letter dated August 18, 2016. CDM Smith provided inspection services during construction. Connection to sewer was made on June 29, 2018. CDM Smith is reviewing record plans received on January 30, 2020.

#### Willow Valley Crossroads – CVS and Fulton Bank

CDM Smith reviewed revised plans and issued an approval letter dated March 28, 2017. CDM Smith provided inspection services during construction. We reviewed record plans and issued an approval letter dated January 24, 2019. We received digital copies of the approved record plans on December 18, 2019.

#### Elam Miller – Bird-In-Hand Pet Structures

CDM Smith reviewed plans for the installation of an additional grinder pump unit in the commercial part of the property (does not require additional capacity) and a grinder pump unit for a residential use on the property, and issued an approval letter dated September 30, 2016. CDM Smith will provide inspection services during construction.

#### Willow Valley Crossroads – Morr Outdoors

CDM Smith provided inspection services during construction of this private sewer extension. We received digital copies of the approved record plans on December 18, 2019.

#### Country Meadows Estates Phase 4

CDM Smith reviewed plans and issued comment letters dated June 1 and July 13, 2017, and March 15, 2018. We reviewed revised plans and issued an approval letter dated June 12, 2018. A bonafide bid was provided, and CDM Smith issued a letter dated November 26, 2018 establishing the Letter of Credit and construction inspection escrow amounts. A Developer's Agreement was executed by the Authority at the December 20, 2018 SLSA meeting. Construction inspection escrow and the Letter of Credit have both been provided. We received and reviewed record plans in May 2019 from en Value Engineering LLC. On June 3, 2019, the excavation contractor (B.R. Kreider) notified us that some previously installed sewer laterals

needed to be extended, which was done in June and inspected by CDM Smith. Numerous iterations of revised record plans were received from November 19, 2019 through February 5, 2020. The revised record plans of February 5, 2020 were approved and final copies of the plans (mylar, paper, PDF, and CADD) were provided to CDM Smith.

#### Willow Valley – Addition to the Glen

CDM Smith provided inspection services during construction. We are awaiting receipt of record plans.

#### Willow Valley Crossroads – Phase III

CDM Smith reviewed plans and issued a comment letter dated January 16, 2018. We reviewed revised plans and issued an approval letter dated April 4, 2018. CDM Smith is providing inspection services during construction. We are awaiting receipt of record plans (requested again on December 2, 2019).

#### 1266 Gypsy Hill Road Subdivision (Keener Tract)

CDM Smith reviewed plans for this sewer connection and issued a comment letter dated March 2, 2018. We reviewed revised plans and issued an approval letter dated March 16, 2018.

#### Willow Woods Village

CDM Smith reviewed plans for this sewer connection and issued a comment letter dated August 8, 2018. We reviewed revised plans and issued an approval letter dated November 29, 2018. We reviewed revisions to the approved plans and issued a new approval letter dated January 10, 2019. CDM Smith provided inspection services during construction, which was completed in the 2019. Although no sewer facilities will be dedicated to the SLSA for this project, we will request record plans for this project, which involved the installation of a private 150 LF service lateral/line.

#### Village Park

CDM Smith reviewed plans for this sewer connection and issued an approval letter dated October 25, 2018. A Developer's Agreement dated November 15, 2018 was executed by the Township and the Authority. CDM Smith is providing inspection services during construction.

#### Millwood Road Lot 11

CDM Smith reviewed plans for this sewer connection and issued comment letters dated October 15 and November 29, 2018. We reviewed revised plans and issued an approval letter dated December 27, 2018. The 5-EDU sewer permit was issued on October 18, 2019. The builder (CCS Building Group) notified CDM Smith that the existing private low-pressure forcemain serving the adjacent commercial lot (Bird-in-Hand Pet Structures) will need to be excavated and set deeper to accommodate proposed grading for Lot 11. CDM Smith met with CCS and Bird-in-Hand on this matter on October 17, 2019. We subsequently reviewed plans from David Miller/Associates for the relocation of the existing private low-pressure forcemain and eventually issued plan approval on November 8, 2019. CDM Smith is inspecting this sewer construction work.

#### 122 & 124 City Mill Road

CDM Smith reviewed plans for this sewer connection and issued a comment letter dated December 10, 2018. We reviewed revised plans and issued an approval letter dated January 17, 2019. However, the builder notified CDM Smith on April 15, 2019 of new revisions to the plans. CDM Smith requested revised plans. We reviewed revised plans dated June 21, 2019 and July 18, 2019 from Lancaster Civil Engineering Co. and responded by email with comments. In July, the builder proposed a separate connection to the SLSA main in City Mill Road, rather than

connecting to the existing private sewer for the rest of the other buildings (existing apartments) in this development. This request was approved by the Authority at the July SLSA meeting. CDM Smith issued comments on July 31, 2019 to revised plans received on July 19, 2019. Further revised plans were received on August 13, 2019 and an approval email was issued on August 13, 2019. The new connection to SLSA's main in City Mill Road was completed on October 17, 2019 and was inspected by CDM Smith. As a result of this new connection, existing sewer account 674-0 was increased from 8 EDUs to 10 EDUs. CDM Smith approved record plans for the project received from Lancaster Civil Engineering on February 26, 2020. Receipt of necessary copies (paper, Mylar, and digital) of the record plans is pending. No sewer facilities will be dedicated to SLSA.

#### Millwood Road Lot 1

CDM Smith reviewed plans for this sewer connection and issued a comment letter dated December 27, 2018. We reviewed revised plans and issued an approval letter dated February 1, 2019.

#### SouthPointe at Lakes (formerly called Herr Farm at Willow Valley)

CDM Smith reviewed development plans from RGS Associates and issued a comment letter dated February 25, 2019. We received revised plans on April 15, 2019 and issued an email with comments on May 3, 2019. Due to the unusual alignments of the proposed sanitary sewers (as shown on the original plans and revised plans with inadequately adjusted alignments, the Author expressed a preference for the sewers to remain private rather than be dedicated to SLSA. CDM Smith informed the builder (CCS Building Group) of this decision on July 3, 2019. Revised plans were received on July 30, 2019 that are being reviewed. CDM Smith subsequently reviewed revised plans of August 25 and September 4, 2019. A plan approval letter was issued on October 1, 2019, along with developer's agreement prepared by Blakinger Thomas. The signed agreement and estimated inspection escrow amount were received from Willow Valley on October 7, 2019. CDM Smith attended a construction kickoff meeting on October 23, 2019 and is providing inspection services during construction.

#### Eshelman Mill Road Subdivision

CDM Smith received development plans on May 10, 2019, followed by plan review escrow on May 28, 2019, from the developer's engineer (Harbor Engineering) that are being reviewed. We responded to Harbor Engineering on June 14, 2019 with our comments on the plans. Harbor Engineering provided revised plans on June 17, 2019. We issued a plan approval letter to Harbor on July 16, 2019 and developer's agreement on September 12, 2019. The signed developer's agreement was returned for SLSA execution in December 2019. Agreed inspection escrow and a letter of credit were provided on January 15, 2020. CDM Smith will provide inspection services during construction.

#### Weis Markets Gas-N-Go (1 EDU business with Kendig Square)

CDM reviewed development plans dated April 4, 2019 for this small project within Kendig Square and issued an email with comments on May 6, 2019 to Weis' engineer (HRG). Review escrow was received on April 26, 2019. Revised plans were received on May 22, 2019 and June 7, 2019. CDM Smith reviewed the revised plans and issued a plan approval letter to HRG on June 21, 2019.

#### Signature Stone Inc./Going for the Green LLC (2 EDU business)

Development plans and engineering review escrow (\$750) for this 2 EDU development were received by CDM Smith from Rettew Associates on July 15, 2019. We issued plan review comments by email on August 1, 2019. The signed developer's agreement was returned on August 9, 2019 and inspection escrow was provided on October 16, 2019. CDM Smith reviewed several iterations of revised plans (August 2 and September 23) and eventually issued a plan

approval letter on October 4, 2019. CDM Smith will provide inspection services during construction. CDM Smith reviewed and approved a Highway Occupancy Permit for the project in early February 2020.

#### Sheetz, Inc.

A final capacity approval letter was issued on July 16, 2019. A draft developers agreement was sent to Sheetz' engineer (RGS Associates) from Blakinger Thomas on August 1, 2019. Development plans were initially received on August 16, 2019, and engineering review escrow (\$750) was received on September 3, 2019. After several iterations of plan reviews through plans of February 7, 2020, CDM Smith issued a plan approval letter on February 11, 2020. Subsequently, the signed developer's agreement (as revised by Blakinger Thomas) and inspection escrow (\$4,850) were received on June 24, 2020. CDM Smith will provide inspection services during construction.

#### 1891 Windy Hill Road (1 EDU residence)

A final capacity approval letter was issued on July 23, 2019. Development plans from PennTerra Engineering , Inc. and engineering review escrow (\$750) were received on August 14, 2019. We responded to PennTerra on September 9, 2019 with our plan review comments. We subsequently reviewed revised plans and issued a plan approval letter on October 10, 2019, along with a short-form developer's agreement prepared by Blakinger Thomas. The signed developer's agreement and inspection escrow (\$500) were received on February 6, 2020. CDM Smith will provide inspection services during construction.

#### Stuedler Tract Commercial Development (23 EDUs)

A final capacity approval letter was issued on September 30, 2019.

#### Penn Grant Commons West (194 EDUs)

A final capacity approval letter was issued on December 13, 2019. Blakinger Thomas sent a draft developer's agreement to the developer on December 17, 2019. Engineering escrow \$5,820 was received on February 12, 2020. CDM Smith is proceeding with review of the land development plans received on February 12, 2020 and with preparation of requested Component 3 sewage planning input on SLSA's system.

#### KFG Holdings

This project is a redevelopment of the former car wash property at 1004 Willow Street Pike to be a trucking facility. The facility includes a truck wash bay and a grit-oil interceptor. Revised land development plans by dH Enterprises were approved by CDM Smith in March 2020. CDM Smith will provide inspection services during construction.

#### Development Projects with Sanitary Sewer Extensions Awaiting Final Dedication

SLSA is awaiting final dedication of the sanitary sewer extensions for the following developments:

- Country Meadows Estates Phases II and III – CDM Smith sent a letter to the developer on June 14, 2019 requesting an update on the status of this project.
- Mill Creek Community –
  - Phase 4 - Streets not yet dedicated. CDM Smith sent a letter to the developer (Charter Homes) on June 21, 2019 requesting an update on the status of this project.

- Phase 5 – Streets will be privately owned (not dedicated to West Lampeter Township). After final paving is completed, SLSA will be granted an easement for the streets and sewer facilities will be dedicated to SLSA.
- Conestoga Reserve - Streets not yet dedicated, as reconfirmed with Lancaster Township on June 5, 2019.
- River View Estates (Ketterline Builders Development) - Streets not yet dedicated to West Lampeter Township.
- Greenleaf Estates Phase 2 - Streets will be privately owned (not dedicated to West Lampeter Township). After final paving is completed, SLSA will be granted an easement for the streets and sewer facilities will be dedicated to SLSA. The last unit for this development was connected to SLSA's system on August 1, 2019. CDM Smith conducted a final inspection on January 24, 2020 and confirmed that the condition of the sewage facilities is acceptable. Blakinger Thomas is coordinating with the developer on SLSA's acceptance of dedication of the sewage facilities.
- Willow Ridge Manor - Streets not yet dedicated to West Lampeter Township.
- Peony Road Tract (Spring Meadow) – Streets not yet dedicated to West Lampeter Township. Sewer extension construction was completed in 2018.
- Penn Grant Commons Phase 4 – Streets will be privately owned (not dedicated to Pequea Township). Sewer extension construction was completed in 2019. After final paving is completed, SLSA will be granted an easement for the streets and sewer facilities will be dedicated to SLSA.

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**Suburban Lancaster Sewer Authority**  
**2019/2020 Administrative/Operating Budget (User Fee - \$500 / Year)**  
**Mid Fiscal Year Update - December 31, 2019**

	Frequency of Occurrence	2019/2020 Budget \$	Mid-Fiscal Year Actual \$	Mid-Fiscal Year % of Budget	Projected thru Fiscal Year End	Notes
<b>I. INCOME</b>						
Sewer Rentals (2)	quarterly/monthly	4,550,000	2,200,328	48%	4,550,000	Transfers to Revenue Fund from Lockbox account.
Tapping Fees	as incurred	250,000	106,665	43%	250,000	
Capacity Reservation/Commitment Fees	as incurred	4,000	1,200	30%	4,000	
Developers Engineering Costs	as incurred	30,000	10,133	34%	30,000	
Strasburg Borough:					0	
Flow Charges	quarterly	80,000	14,754	18%	40,000	
Electric Charges	quarterly	11,500	3,072	27%	7,000	
Revenue Fund Carryover (3)	annual	0	48,639	NA	0	
<b>Total Income</b>		<b>4,925,500</b>	<b>2,384,790</b>	<b>48%</b>	<b>4,861,000</b>	
<b>II. EXPENSES</b>						
<b>Administrative Expenses</b>					0	
Officer's Salaries	monthly	6,360	2,800	44%	6,360	
Legal Fees	monthly	8,000	4,000	50%	8,000	
Additional Legal	as incurred	110,000	38,013	35%	110,000	
Outside Legal	as incurred	2,500	0	0%	2,500	
Lien Searches	as incurred	5,000	0	0%	5,000	
Trustee Fees	annual	7,500	0	0%	7,500	
Insurance	annual	17,000	17,360	102%	17,360	
Engineering (4)	monthly	515,000	264,165	51%	515,000	
Accounting	annual	42,000	35,000	83%	42,000	
Financial Advisor	annual	7,500	0	0%	7,500	
Billing	monthly	65,000	33,575	52%	65,000	
Billing (Engineer)	monthly	28,000	15,389	55%	28,000	
Advertising	as incurred	1,000	0	0%	1,000	
PA One Call	monthly	1,000	855	85%	1,000	
PMAA Dues	annual	2,300	2,300	100%	2,300	
East Lampeter Township - Transfer Charges	quarterly	1,800	900	50%	1,800	
Annual Web Hosting Fee for Webiste	annual	250	240	96%	240	
Miscellaneous						
Reimbursement of Sewer Account Overpayments	as incurred	1,000	1,556	156%	3,000	
Reimbursement of Escrow Accounts	as incurred	5,000	5,892	118%	12,000	
Reimbursement of Tapping Fees	as incurred	0	0	0%	0	
Website Maintenance/Changes/Repairs	as incurred	500	0	0%	500	
Other	as incurred	1,450	450	31%	1,450	Incurred for lead-based paint testing.
<b>Subtotal - Admin Expenses</b>		<b>828,160</b>	<b>422,495</b>	<b>51%</b>	<b>837,510</b>	
<b>City of Lancaster Flow/Sewage Treatment Bills</b>	quarterly	<b>1,100,000</b>	<b>208,732</b>	<b>19%</b>	<b>500,000</b>	Includes 3 quarters of City bill payments.
<b>Operation of the Treatment System</b>						
City Maintenance Agreement Bills	quarterly	210,000	134,185	64%	250,000	Incurred includes 3 quarters of City bill payments.
Other O&M Charges	as incurred	125,000	53,149	43%	125,000	

**Suburban Lancaster Sewer Authority**  
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	Frequency of Occurrence	2019/2020 Budget \$	Mid-Fiscal Year Actual \$	Mid-Fiscal Year % of Budget	Projected thru Fiscal Year End	Notes
<b>Grounds Maintenance</b>						
Mowing and weed control	monthly/seasonal	15,000	12,221	81%	16,000	
Tree Trimming/Removal	as incurred	2,000	0	0%	1,000	
Other	as incurred	500	0	0%	500	
Power Costs	monthly	115,000	35,164	31%	115,000	
Telephone	monthly	3,500	1,564	45%	3,500	
Cable	monthly	1,400	643	46%	1,400	
OmniSite Wireless Service	annual	2,000	761	38%	2,000	
Water	quarterly	1,300	542	42%	1,300	
Bioxide Costs	as incurred	90,000	84,930	94%	160,000	
<b>Subtotal - Operation of System</b>		<b>565,700</b>	<b>323,159</b>	<b>57%</b>	<b>675,700</b>	
<b>Debt Service Expenses</b>						
Debt Service - 2010, 2013, 2015, 2016 & 2017 Bonds	annual	2,102,276	291,775	14%	2,102,276	
Debt Service Coverage (10%)	annual	210,228	0	0%	210,228	
<b>Subtotal - Debt Service</b>		<b>2,312,504</b>	<b>291,775</b>	<b>13%</b>	<b>2,312,504</b>	
<b>Total Expenses Plus Debt Service and Coverage</b>		<b>4,806,364</b>	<b>1,246,160</b>	<b>26%</b>	<b>4,325,714</b>	
<b>Excess of Income over Expenses</b>		<b>119,136</b>	<b>1,138,630</b>		<b>555,286</b>	
<b>Notes:</b>						
(1) Some of the actuals for 2019/2020 expenses and income are estimates						
(2) 2019/2020 budget assumes SLSA's current rate of \$500 per EDU per year will remain the same.						
(3) The budgeted beginning balance in the Revenue Fund assumed no carryover from FY 2018/2019. The actual beginning balance in the Revenue Fund was \$48,839 in 2019/2020 and was \$78,422 in 2018/2019.						
(4) The 2019/2020 budget for engineering includes general consulting services, developers engineering, update/revisions to the right-of-way index map, maintenance of the sewer system computer model, long-term capacity planning with SLSA municipalities and maintenance of GIS and CMMS. Engineering expenses relating to construction projects have been estimated separately and will be funded by withdrawals from the Construction Fund and/or the BRI Fund.						

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# **SUBURBAN LANCASTER SEWER AUTHORITY**

## **Operation and Maintenance Meeting**

### **MINUTES**

Meeting Date – March 11, 2020

Attendees: Ed Mastromatteo – City of Lancaster  
Matt Lehr – City of Lancaster  
Chris Hilditch – City of Lancaster  
Adam Smith – CDM Smith

#### **1. Grease Cleaning**

JG Environmental cleaned Sterling Place Pumping Station on February 18 and 25, and Jefferson Square Pumping Station on March 11.

#### **2. SLSA Engleside Siphon Line**

City of Lancaster collections system operations personnel cleaned the Engleside siphon on November 21. The line was reported to be particularly difficult to clean and the upstream manhole was showing signs of backing up inside the manhole. CDM Smith had JG Environmental jet clean and video inspect (CCTV) the siphon line on February 26. No physical defects with the piping were apparent, however the cable for the CCTV camera line became covered in grease during this investigation, which indicates that grease accumulation is the likely cause of the siphon backing up. To address the problem, CDM Smith requested that the City increase the frequency of jet cleaning of the siphon from annually to quarterly (update work order).

#### **3. Mill Creek Pumping Station**

Eastern Environmental Contractors, Inc. is proceeding with Pump No. 1 replacement work and completed demolition work on February 12. CDM Smith is currently reviewing the shop drawing submittal for the new pump.

CDM Smith conducted a training session with City maintenance personnel on February 25 for the recently upgraded controls (PLC system) at the station.

#### **4. Millstream Village Pumping Station**

At the November Authority meeting, the Authority Authorized CDM Smith to move forward with running 3-phase power to the station. CDM Smith requested cost proposals from four electrical contractors (Susquehanna Mech, HEIM, Pagoda, and Garden Spot) to be submitted by January 16. Due to receiving only one contractor proposal, with a cost that exceeded the

statutory bidding threshold, the Authority directed CDM Smith to moving forward with formally bidding this work. CDM Smith is preparing bid documents and expects to advertise the project for bidding in March.

#### **5. Roslyn Pumping Station**

The City pulled one of the pumps because it was tripping the electrical breaker. No issues were identified when the pump was pulled and upon reinstallation the pump performed normally. It is believed a blockage was cleared when the pump was pulled. The City will monitor the pump moving forward for any additional issues.

#### **6. Mechanical Pipe Painting**

I.K. Stoltzfus has been executing with the mechanical pipe painting work at SLSA's three largest pumping stations along with several valve vaults at these stations and others. Thus far, repainting work has been completed at four of the seven pumping stations: Conard, Summer Breeze, Millstream Village, Marticville and Goods Run. Stoltzfus is currently working at the Lyndon Pumping Station.

#### **7. Biological Treatment Trial**

The 2-month trial use of a biological additive to control grease commenced on February 4 and is expected to last until the end of March. The four dosing locations for the biological additive are Sterling Place, Hans Herr, Conard Road, and Summer Breeze pumping stations. During the 2-month trial, CDM Smith is collecting wastewater samples weekly at seven monitoring locations (pumping stations) for laboratory analyses of key wastewater parameters. We also conducted three baseline sampling events prior to commencing the trial. Kroff Chemical Company/Microbial Discovery Group is conducting weekly checks on the dosing systems and is collecting additional data to further support the trial effort. The City received additional drums of the biological additive from Kroff Chemical on March 10 and will deliver these to Hans Herr Pumping Station.

#### **8. Emergency Plan for Jefferson Square, Hans Herr, and Roslyn Pumping Stations**

During recent storm events, electrical power was disrupted at Jefferson Square Pumping Station where no emergency generator is present. This is a liability for SLSA because the City is not always guaranteed to have a vactor truck available to prevent a spill. CDM Smith has begun to evaluate enhanced resiliency/redundancy alternatives for the three pumping stations (Jefferson Square, Hans Herr, and Roslyn) without a backup power supply. During Chapter 94 inspections conducted by CDM Smith, we noted that a manual transfer switch and portable generator connection are present at Jefferson Square Pumping Station which could be used to supply back-up power.

In the interim, the City is authorized to call in a third party vactor truck vendor, if necessary, to prevent a sewage spill.

## **9. Bypassing Availability at Pumping Stations**

The City relayed resiliency concerns with pumping stations that do not have bypass connections set-up on associated force mains (particularly the Lyndon Pumping Station). This type of station bypass could be utilized during construction of major station upgrades/repairs, or during an unforeseen catastrophic event at a pumping station. The City has a trailer-mounted, diesel powered pump that could be utilized with these types of connections. The Authority has authorized CDM Smith to prepare conceptual designs and budgetary cost estimates for installation of bypass connections at SLSA's three largest stations.

## **10. Annual Chapter 94 Inspection and Drawdown Testing**

CDM Smith and the City conducted annual inspections of all thirteen SLSA pumping stations on February 4. In general, the pumping stations are in good condition. CDM Smith developed a punch-list of outstanding tasks to be completed by the City or CDM Smith.

Pumping Station drawdown testing (i.e. pumping capacity testing) was conducted on January 14 and 15.

## **11. Infrared Thermography**

CDM Smith previously informed the City that the pumping stations are due for biannual infrared thermography inspection in 2020 for the purpose of identifying potential electrical defects. The City arranged for a specialty contractor (RUSCO Hydraulics) to complete this on March 4, and no significant electrical defects were found.

## **12. Meeting**

The next O&M meeting is scheduled for 9:00 am on Wednesday, April 8 at the City AWWTP.

**February 2020 Monthly Maintenance Report.**  
**(For S.L.S.A.)**

**A total of 204.35 Hours were spent maintaining S.L.S.A. equipment, these hours are the result of Daily Station checks, Preventative & Corrective maintenance.**

- 2-3 Drained condensation from Bubbler system Compressors. Delivered 4 ea. 55 Gallon drums of Degreaser to Conard, Sterling, Hans Herr & Summers Breeze P/S.
- 2-4 Cleaned Stillwells at Lyndon & Millcreek P/S. Cleaned Strainers at Hans Herr P/S. Switched Channel Monsters at Goods Run P/S. Performed P.M. on Relief Valves at Silver Lane P/S. Went with CDMsmith Engineers on the Annual P/S Inspection.
- 2-5 Called P/S to check status. Threw out old corrugated pipe from Goods Run, Lyndon & Millcreek P/S.
- 2-6 Small oil leak on Goods Run P/S Generator. Wiped oil up & retightened oil pan bolts. We will monitor and see if it helped.
- 2-7 Cleaned up Wet Well at Lyndon P/S. Cleaned Battery Acid from Generator at Summers Breeze P/S. Replaced Bulbs, Tubes & Ballast's at Lyndon, Goods Run & Millcreek P/S.
- 2-10 Quarterly exercising of Valves at Sterling, Marcticville, Willow Bends, Silver Lane, Millstream, Conard, Summers Breeze & Jefferson Square P/S. The Valves were also exercised at Hans Herr P/S, the Pump Motors were greased & the Strainers were cleaned. Performed Quarterly Electrical P.M. at Willow Bends, Hans Herr, Marcticville, Conard & Sterling P/S.
- 2-11 Cleaned Inlet Screen & replaced Sediment Filter at Lyndon P/S. Quarterly Electrical P.M. performed at Jefferson Square, Roslyn, Millstream & Summers Breeze, Also replaced Floats at Summers Breeze P/S.
- 2-12 Monthly meeting with CDMsmith.
- 2-14 Performed Quarterly Elec. P.M. & replaced bulb in Yard Light at Summers Breeze P/S.
- 2-16 Call in for a Low wet well Alarm at Sterling P/S.
- 2-18 Lubricated P/S Cantilever gates. Quarterly greasing of Pumps, Shafts, etc. at Lyndon, Goods Run & Millcreek P/S. Quarterly exercising of Valves at Goods Run & Millcreek P/S. Checked Siphon Chamber #171.
- 2-19 Hosed spilled Degreaser from Summers Breeze P/S. Cleaned Millcreek P/S Stillwell.
- 2-20 Cleaned Hans Herr P/S Pump strainers. Repacked the #2 Pump at Goods Run P/S & adjusted the Front gate & cemented the post back in. Adjusted the Sump Pump Gate Valve packing at Millcreek. Threw out the Old Pump from Millcreek P/S.
- 2-25 Cleaned spilled Hydraulic fluid from the #1 Relief Valve at Silver Lane P/S. Cleaned Strainers at Hans Herr P/S. Cleaned Stillwell at Millcreek P/S. Checked Lyndon Force-main Relief valves.
- 2-26 Received an Alarm for Summers Breeze P/S stating Pump failure & High wet well. The Painting Contractors unknowingly removed the Check Valve limit switches.
- 2-27 Replaced the rusty Discharge valve packing bolts at Conard P/S.

SUBURBAN LANCASTER SEWER AUTHORITY  
SEWAGE PUMPING STATION FLOWS  
AS OF FEBRUARY 29, 2020

		Lyndon			Mill Creek			Goods Run		
Capacity (GPD)		6,292,800 (1 pump)			2,275,000 (2 pumps)			2,304,000 (1 pump)		
Avg Day (12 Months)		1,683,623			604,050			518,916		
Peak Day (12 Months)		4,872,000			1,988,000			1,911,631		
Month	Rainfall	Average Daily Flow	Peak Daily Flow	Peak Factor	Average Daily Flow	Peak Daily Flow	Peak Factor	Average Daily Flow	Peak Daily Flow	Peak Factor
2020										
January	3.68	1,686,877	2,984,000	1.77	592,645	996,000	1.68	641,987	1,911,631	2.98
February	2.52	1,742,207	2,029,000	1.16	615,724	716,000	1.16	579,907	710,818	1.23
2019										
March	5.83	2,710,129	4,872,000	1.80	1,022,004	1,988,000	1.95	921,875	1,900,160	2.06
April	3.87	2,034,567	2,581,000	1.27	742,033	951,000	1.28	647,803	828,413	1.28
May	6.50	2,087,581	3,267,000	1.56	741,645	1,210,000	1.63	673,626	1,167,286	1.73
June	4.68	1,614,133	1,949,000	1.21	565,700	639,000	1.13	477,607	566,820	1.19
July	2.92	1,484,387	1,858,000	1.25	547,419	987,000	1.80	414,672	484,435	1.17
August	3.94	1,400,581	2,746,000	1.96	475,839	772,000	1.62	356,238	433,640	1.22
September	1.25	1,231,533	1,462,000	1.19	444,167	670,000	1.51	306,638	378,233	1.23
October	6.70	1,254,097	1,774,000	1.41	445,097	655,000	1.47	321,252	550,869	1.71
November	1.09	1,391,933	1,873,000	1.35	498,967	702,000	1.41	396,177	565,896	1.43
December	4.39	1,565,445	2,086,100	1.33	557,355	723,000	1.30	489,215	689,164	1.41
Total Rainfall (in)		47.37								
Distribution:		Annual (Avg)								
Lyndon (Total)		20,203,470							100	
Mill Creek		7,248,594							36	
Goods Run		6,226,996							31	
Lyndon (Gravity)		6,727,880							33	
Notes: 1. Where Peak Day exceeds Capacity, two pumps operate.										
2. Avg Day (12 Months) = Average Daily Flow over the 12 months shown										
3. Peak Day (12 Months) = Peak Daily Flow over the 12 months shown										

**Clean Cut Landscape Design, Maintenance  
and Lighting LLC**

1520 Lampeter Rd  
Lancaster, PA 17602  
717-464-5103  
leanne@clean-cutlandscape.com  
www.clean-cutlandscape.com



## Estimate

**ADDRESS**

SLSA LYNDON INVOICE  
SLSA c/o CDM  
280 GRANITE RUN DR  
SUITE 160  
LANCASTER, PA 17601

**ESTIMATE # 1789**

**DATE 03/10/2020**  
**EXPIRATION DATE 03/27/2020**

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ACTIVITY	AMOUNT
28 mows approximately per season- Tax exempt *All weed control applications are \$25.00-\$38.00. Only as needed	
<b>Mowing</b> Good Run Mow & trim-\$65/mow	1,820.00
<b>Mowing</b> Slsa Millstream Mow & trim \$32/mow	896.00
<b>Mowing</b> Slsa Millcreek Mow & trim \$36/mow	1,008.00
<b>Mowing</b> Slsa Jefferson Sq Mow & trim \$32/mow	896.00
<b>Mowing</b> Slsa Silver Ln Mow & trim \$32/mow	896.00
<b>Mowing</b> Slsa Lyndon Mow & trim \$97/mow	2,716.00
<b>Mowing</b> Slsa Marticville Mow & trim \$32/mow	896.00
<b>Mowing</b> Slsa Sterling Mow & trim \$32/mow	896.00
<b>Tree and Shrub Maintenance</b> Slsa Lyndon 5 insect and disease treatments recommended for Evergreen row \$75/each	375.00

Clean Cut Landscape Design Maintenance and Lighting, LLC, is not responsible for damage to unmarked underground electrical or plumbing lines. Any and all permits are to be obtained by the homeowner. Company is fully licensed and insured.

Thank you for the opportunity to serve you. We appreciate your business and the confidence you have placed in us.

TOTAL

**\$10,399.00**

\* If accepted, please sign and return to our office with a 33% deposit.

Accepted By

Accepted Date

