

**Minutes of Paradise Township Sewer Authority**

**November 3, 2025**

The Board of Paradise Township Sewer Authority met at the Paradise Township Municipal Building, 2 Township Drive, Paradise, Lancaster County, Pennsylvania, on November 3, 2025.

The following members of the Board were present: Bryan Stoltzfus, J.B. Stoltzfus, Dave Bowman and Kaitlyn Jones. Susan P. Peipher of Appel Yost LLP, solicitor; Aaron Dewald of Rettew Associates, Inc., consulting engineers; Karen Farra, Paradise Township Manager; Bob Devonshire, Dylan Coleman, Jason Myer, Paradise Township Supervisors; and Bob and Denise Bell, Dennis Groff and Kolby Bills were also present. Board Member Brian Groff was absent.

It was moved by J.B. Stoltzfus, seconded by Dave Bowman, that the minutes of the October 6, 2025 Board meeting be approved as submitted. The motion carried unanimously. It was then moved by Dave Bowman, seconded by J.B. Stoltzfus, to approve the minutes of the October 13, 2025 special meeting.

**CORRESPONDENCE:** None.

**PUBLIC COMMENTS:** None.

**ENGINEER'S REPORT:** Aaron Dewald of Rettew Associates, Inc. reported on the following:

1. Aaron distributed and reviewed the average flow and total rainfall reports for the period 2022 through September 2025. He also reviewed the average flow and rainfall reports for the months of June, July, August and September 2025. The reports are bar graphs which depict a relationship between the daily sewage flow and rainfall events during the years and months.

2. Aaron reviewed with the Board the tapping fee calculation prepared by Rettew and explained the various components that led to the calculation. The Board last reviewed and approved an increase in the tapping fee in 2019. At that time, despite the tapping fee calculation being in excess of \$9,000.00, the Board approved a \$5,000.00 tapping fee. The current tapping fee calculation shows a maximum fee of \$14,301.09 per EDU. On a motion by J.B. Stoltzfus, seconded by Kaitlyn Jones, the Board tabled action on approval of a new tapping fee to a future meeting.

3. Aaron reviewed with the Board the need to purchase 2,322 pounds of nitrogen credits by November 22, 2025. An initial quote was obtained for a price of \$5.00 per pound. Brian Groff will continue with his research and Aaron will coordinate with him on other price quotes. It is anticipated in the future that the Authority will have the ability to sell credits once the plant is fully functional.

4. Aaron reviewed the quotation from Veolia for a 24/7 service agreement. The Board took no action to approve the agreement. Aaron noted that performance tests had been submitted by Veolia since the last Board meeting, so the final check for its work was released by the Authority.

5. Aaron reviewed with the Board a quote from Thern for the procurement of additional davit cranes and bases for a maximum total of \$12,791.69. A motion was made by Dave Bowman, seconded by J.B. Stoltzfus, to conditionally approve the quotation subject to the engineer's further review and recommendation as to the number of cranes and bases needed for a total price not to exceed \$12,791.69. The motion carried unanimously.

6. Aaron reviewed with the Board the status of various items related to the Waste Water Treatment Plant ("WWTP") upgrade/expansion project. In particular, Rettew coordinated with Lobar regarding well pump issues. The pump was determined to be burnt out, so it was not covered under a warranty. Rettew is continuing to evaluate this situation.

On September 30, 2025, Veolia conducted an on-site meeting with PreDoc to review the final commissioning of the Plant.

7. Aaron reviewed with the Board a quotation from GES Automation Technology for electrical modifications at the WWTP. Rettew recommended proceeding only with the base scope on-site troubleshooting work for a maximum of 10 hours at \$195.00 per hour. Once the base scope work has been completed, Rettew would bring the options for corrective work back to the Board for further approval. A motion was made by Kaitlyn Jones, seconded by Dave Bowman, to approve the GES Automation Technology's quote to an amount not to exceed \$1,950.00. The motion carried unanimously.

8. Aaron reported that the capacity request for 8 units for 57 Paradise Lane has been reviewed by Rettew and a response was issued on October 14, 2025.

9. Aaron provided an update on the communications with Mill Bridge Village and Camp Resort. Rettew reviewed plans from Graybill and provided approval of those plans. At this stage, the Authority is waiting for the work to be completed.

**SOLICITOR'S REPORT:** Susan P. Peipher of Appel Yost LLP led a discussion with the Board concerning the presentation by the York Water Company at the last Board meeting, along with the draft letter of intent submitted to the Board for consideration. The Board Members indicated an interest in potentially finding other potential bidders to purchase the Authority's assets and to put a hold on any further discussions for the next three months while the Authority is in its trial period with PreDoc. Township representatives indicated that, to the extent the Authority wishes for input from the Board of Supervisors, the Authority should make a presentation at a Township meeting. Susan will follow up with Brian Groff on an appropriate response to York Water Company. A motion was made by Kaitlyn Jones, seconded by J.B. Stoltzfus, to table further discussion and action on the proposed letter of intent.

**TREASURER'S REPORT:** Kaitlyn Jones delivered the following report:

1. The Board reviewed the list of bills for the month of September paid from the administrative checking account.
2. The Board reviewed the balance in the administrative checking account with S&T Bank as of September 30, 2025 which was \$214,540.32. The balance in the Truist grant account as of September 30, 2025 was \$415,516.27. The balance in the Truist OLDS account as of September 30, 2025 was \$19,093.45.
3. Kaitlyn also reviewed with the Board the extra expenses incurred in the month of September, including the plant operator expenses and the bill from Paradise Township for staff time related to Authority issues. It is anticipated that the expenses for October should be more in line with the budget.
4. Finally, Kaitlyn reviewed with the Board a listing of the annual contracts related to service and maintenance.
5. A motion was made by J.B. Stoltzfus, seconded by Dave Bowman, to approve the Treasurer's report and payment of the bills. The motion carried unanimously.

**NEW BUSINESS:**

1. Kaitlyn reviewed with the Board the listing of outstanding municipal lien claims, as well as a summary of four particular customer accounts with account balances in excess of \$2,000.00. Susan provided the Board with an explanation as to the process related to reducing those municipal lien claims to judgments and pursuing sheriff sales of the properties. Susan noted that the sheriff's cost that would need to be advanced for each property is \$2,500.00. Susan recommended considering execution/sheriff's sale on the municipal liens when balances are closer to the \$5,000.00 level. Susan will proceed with searches on each of these properties to determine the existence of mortgages and other encumbrances on the properties and will provide a report to the Board at the next meeting.
2. The Board had a discussion regarding responsibility for grinder pump maintenance. In particular, it was discussed that the Board has a resolution from March 5, 2018 which provides that grinder pumps are owned ~~and maintained~~ by the property owner, but maintenance responsibilities fall to the Authority. Aaron agreed to review the grinder pump management plan and to provide recommended revisions at the next meeting.
3. The Board had a discussion about a potential increase in user fees. The most recent increase raised the fee from \$146.00 per quarter to \$166.00. Rettew will take a look at the rate study previously conducted for the Authority and update it and provide feedback as to options for potential increases at the next Board meeting.

OLD BUSINESS:

1. The Board had a discussion concerning test of a tank at 34 South Vintage Road (B&D Builders). In particular, Rettew previously issued a review letter which required testing of the tank. Questions were raised by the developer which Aaron will review and respond to accordingly.

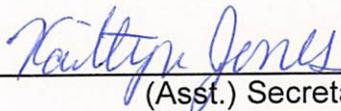
2. The Board considered a revised Preventative Maintenance Agreement with Winter Engine Generator Service for \$2,820.00. A motion was made by Dave Bowman, seconded by J.B. Stoltzfus, to approve the revised Agreement. The motion carried unanimously.

PUBLIC COMMENT:

1. Dennis Groff inquired as to the process the Board is utilizing to check on properties that may have expanded the number of permitted EDUs. He raised questions concerning additional uses at Kinzer Tavern Station. Kaitlyn will look into whether or not they were previously sent a business survey, what response was received, and the number of EDUs allocated to the property.

2. A suggestion was made that, to the extent tapping fees are increased, the Authority issue a letter with a definition of what constitutes a tapping fee so that users understand why the fee is being increased.

There being no further business, the meeting was adjourned upon motion made by J.B. Stoltzfus, seconded by Dave Bowman, and unanimously approved at 8:50 P.M. to meet again in regular session on Monday, December 1, 2025, at 7:00 P.M.

  
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(Asst.) Secretary