

Minutes of Special Meeting of the Paradise Township Sewer Authority

August 26, 2025 at 8:00 A.M.

Call to order at 8:00 A.M.

The following members of the Board were present: Bryan Stoltzfus, J.B. Stoltzfus, Brian Groff and Kaitlyn Jones. Dave Bowman attended via telephone. Deron Bauer and Phillip Bird from PreDoc attended as well as Karen Farra, Paradise Township Manager/Secretary/Treasurer.

PUBLIC COMMENTS:

None.

ACTION ITEMS:

The Board of Paradise Township Sewer Authority met at the Paradise Township Municipal Building, 2 Township Drive, Paradise, Lancaster County, Pennsylvania for a special meeting to consider approval of a contract for operation services for the Authority's wastewater treatment plant.

The Board and PreDoc discussed the proposal at hand as the follows:

- A 3-month introductory period (Sept 1, 2025 to Dec 31, 2025) was added where both parties will have the right to reevaluate the terms of the agreement and make necessary adjustments as needed.
- Brian Stoltzfus received clarification from Phil that the 4 man-hours per visit port-to-port includes drive time to the plant, but stops when they leave to go to the next location.
- PreDoc confirmed they will be doing standard checks of the pump stations on a weekly basis as part of basic services performed.
- PreDoc is the responsible party for obtaining and maintaining the lab accreditation.
- Paradise Township Sewer Authority is still discussing the idea of transfer ports to streamline operations and will have a conversation with their engineers in regards to this matter.
- PreDoc agreed to extend payment terms to 45 days to allow sufficient time for internal review and board approval.
- The board agreed to reevaluate the idea of requesting Time & Expense (T/E) billing after the introductory period.

- Paradise Township Sewer Authority and PreDoc agreed that PreDoc can proceed with maintenance and repairs internally, but anything over \$2,500 will need prior approval from PTSA.
- Deron explained that the administrative cost for creation of reports is because PreDoc will need to re-create reports used by the prior operator for the eDMR reports.
- PreDoc does carry professional liability insurance and will provide PTSA with the necessary Certificate of Insurance naming the PTSA and Paradise Township as additional insureds.
- An indemnification and hold harmless clause protecting PTSA will also be added to the general terms and conditions.

It was resolved PreDoc will make the necessary changes to the proposal and send it back for signatures.

On a motion by Brian Groff, seconded by J.B. Stoltzfus, the Board approved the operations contract with PreDoc subject to final resolution of the comments and revisions suggested by the Authority engineer and solicitor. The motion carried unanimously.

There being no further business, the meeting was adjourned upon motion made by Brian Groff, seconded by J.B., and unanimously approved at 8:27 A.M. to meet again in regular session on Monday, September 8, 2025, at 7:00 P.M.

(Asst.) Secretary