



155 E. Front Street (rear-carriage house)

Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 30, 2020

Caernarvon Township Supervisors

2147 Main Street

Narvon, PA 17555

RE: Monthly Sewage Enforcement Officer (SEO) Report

As an update to the Board, this office has worked on the following matters this past month and would be available to answer any questions the Board may have on these or any other matters not listed here. Items noted with an (*) asterisk have supplemental attachments included with this report or were issued earlier this month. Any permits and activities that require **BOARD ACTION and/or discussion** are **HIGHLIGHTED BELOW** as follows:

1. Completed the general **ADMINISTRATION** of the following matters:
 - a. Reviewed the pumping receipts as applicable. There were a few noted concerns for certain properties. Although the noted concerns were not violations, we did issue a few letters to inform the owners of their responsibilities related to these matters:
 - i. *124 Maxwell Hill Road.
 - ii. *2271 Valley View Road.
 - b. We have a list of unresponsive owners to various matters. The Board has asked us to work with the Attorney and establish a policy and protocols for follow up of such matters. We did not work on this yet but will this coming month.
 - i. 458 Shirktown Road – Miller.
 - ii. 696 Maple Street – Deim/Horst.
 - iii. 2459 Hammertown Road – Ginter.
 - c. Two residents have not returned phone calls or written letters requesting an annual holding tank inspection for some time (2015 was last inspection). The Township issued letters (6/10/19) and we have not had any permanent follow up on these matters. As directed (9/9/19) we provided our file documents to the Township Solicitor and are awaiting further responses accordingly:
 - i. 433 Hammertown Road- Dudek.
 - ii. 2051 Turkey Hill Road- Smucker.
2. Completed various tasks (site testing, permit reviews/issuance and general administration) of the Sewage Management Regulations for the following listed **“PRE-PERMIT” applications and planning projects.**

- a. **CA-SEO-01901 04 - Z147663 - 1777 Main Street (Witman).** We completed soil testing to replace a malfunctioning system which failed for a conventional system. Owner is pursuing other options accordingly. New Soil testing is awaiting with a Soil Scientist to investigate other options. WE will continue monitoring/processing. (Awaiting further testing/reminder letter sent 3/25/20).
- b. **CA-SEO-01901 10 - Z147669 - 2449 Hammertown Road Doug Stoltzfus.** A design for a new system was reviewed and found to be in order. However, a full review of the file revealed that the required Sewage Planning was NOT completed as required (2nd dwelling on one property). The initial planning documents were approved by the Board (5/4). Further Planning Documents were received this past month which require Board action/approvals for continued processing with the PADEP.
- c. **CA-SEO-01901 12 - Z147672 5816 Wertztown Road CM Solutions.** This past month, this office released the permit (after the applicant signed a maintenance agreement and posted escrow). The system was also installed and completed this past month. This permit will be closed out accordingly.
- d. **CA-SEO-01901 17 - Z147677 Lot 3 Red School Rd HORNING.** A design of an “unconventional system” (at grade bed w/coco filter) was reviewed (PADEP and this office and are awaiting documents before releasing the permit (final/signed agreement & escrow).
- e. **CA-SEO-02001 01 - Z 147679 - 2330 Poplar Street MINNIGER.** This past month we received a design (COCO FILTER) which is under review at this time with PADEP and our office (permit paid).
- f. **CA-SEO-02001 05 - Z 147684 - 2640 Wood Lane STOLTZFUS.** The Percolation testing for this property was completed this month.
- g. **CA-SEO-02001 07 - Z147682 - 1 Mountain Top Ln - UMH Properties** working with the Engineer this past month on a final design before releasing the permit (fees have been collected to date).
- h. **CA-SEO-02001 09 - Z147686 - 2408 Main St - Richards** A permit application was sent 4/21/20 (in response to a repair noted on a recent pumping inspection), still awaiting a response.
- i. **CA-SEO-02001 10 - Z147687 - 37 Skyview Drive - STOLTZFUS.** This permit is related to a temporary holding tank associated with proposed “Echo Housing” as approved by the Board (5/4/20). The PADEP needs to process/approve planning documents. We received some direction from the PADEP in what the planning the Township is required to do for this property and will be working on that this month.

- j. **CA-SEO-02001 11 - Z147688 - 591 Friendship Drive - LAUNDER.**
The owner contacted our office to complete ADDITIONAL PERC testing related to a failing system (real estate sale/inspection). Our office completed the testing this past month and forwarded to the applicant and awaiting a design submittal.
 - k. **CA-SEO-02001 12 - Z147689 - 6193 Division Highway - ARMENT.**
This property had a prior permit (**01501 12 - Z147928**) that has expired (11/2019). The permit renewal application was received this past month. We will be issuing a new permit accordingly.
3. The following **POST-PERMIT projects** are open/active (Permits issued/**under or awaiting construction**) and not ready for full closeout.
- a. **CA-SEO-01401 010 (386 Twin County Rd SHIRK;** although this project has been dormant, the owner informed us that this work should be complete in the spring of 2020.
 - b. **CA-SEO-01601 09 (631 Elm St - BENEDICK).** In response to a recent letter informing the owner of an expiring permit, the owner sent in a receipt of work but there is a problem. The Board has asked us to make a visual site inspection of the property and make our final recommendations. We did not complete this past month (covid restrictions) but will complete in the coming months.
 - c. **CA-SEO-01601 13 (1721 Weaverland Rd - HOLLINGER).** We sent a letter notifying the applicant of an expiring permit (11/1/20). The owner called us to let us know that he is waiting on the contractor and hoping to get it done this year before the permit expires.
 - d. **CA-SEO-02001 03 - Z 147681 - 1049 Logan Lane STOLTZFUS.** The permit for this property (previously Tim Martin) recently expired and transferred to the new property owner (awaiting construction).
 - e. **CA-SEO-02001 06 - Z 147659 - 2148 Main St. - Historical Society.**
This permit was issued (3/23) awaiting construction & inspections.
4. These **COMPLETED PROJECTS** have been/**will be closed out** this month:
- a. **CA-SEO-01701 08 - Z118991-2645 Wood Lane (Miller).** A final invoice and closeout letter were sent 4/8/20. System is done. Permit will closed out accordingly.
 - b. **CA-SEO-01801 10-Z195747-489 Lambert Road (Lapp).** This new system was installed and completed this past month. We will be closing out this permit accordingly.
 - c. **CA-SEO-01901 02 - Z147658 (Holding Tank) & CA-SEO-01901 07 - Z147666 - 2554 Conestoga Creek Rd - Sweigert.** This system

installation continued and was completed this past month. We will be closing this out accordingly

- d. CA-SEO-01901 18 - Z147678 - 431 Chestnut Oak Rd - Carmen We received pictures of the completed repair and will be closing the permit.
- e. CA-SEO-01901 11 - Z147671 428 California Road BERG. This system installation continued and was completed this past month. We will be closing this out accordingly.

We also have worked on various other items that have come before us as needed and will continue them as needed and directed.

Respectfully,
Vision Engineering, Inc.
Caernarvon Township SEO

A handwritten signature in black ink, appearing to read "John K. Roche", with a large circular flourish at the beginning.

John K. Roche, P.E. & S.E.O.



155 E. Front Street (rear-carriage house)
Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 26, 2020

Samuel J. & Sarah Stoltzfus

124 Maxwell Hill Road
Morgantown, PA 19543

RE: Pumping Receipt & Observations for 124 Maxwell Hill Road Caernarvon
Township, Lancaster County

Dear Mr. & Mrs. Stoltzfus,

As the Township Sewage Enforcement Officer, we received a copy of a recent (4/9/20) septic system report from Marks Septic Service, Inc. for the above listed property. As you are aware the report noted "Tank over full - nothing surfacing". We are writing to remind you that the Township requires you to pump your tanks every 3 years. This is a general rule as some properties need to be pumped more often than that. The Township does send out reminders to inform owners.

According to the pump report, it has been 6 years since the last time you had your tank pumped. Regular pumping is for the longevity of your own system and to avoid system malfunctions and costly repairs. Maintenance of your system is in your best interest. When a system is NOT pumped as regular as it should be and the tanks become too full, then solids from the tank are pushed out into the sewage field and eventually clogs the pipes and leads to malfunctioning systems. Alternatively, if you pump more regularly the solids stay in the tank and are pumped out and hauled away as it should be. If you have any questions about this letter or your on-lot septic system please do not hesitate to contact our office.

Respectfully,

Vision Engineering, Inc.

Caernarvon Township Sewage Enforcement Officer

A handwritten signature in black ink, appearing to read "John K. Roche", with a large, stylized loop at the end.

John K. Roche, P.E. & S.E.O.

cc: Kathy Norris, Caernarvon Township Secretary
File

Enclosure: Pumping Report



155 E. Front Street (rear-carriage house)

Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 26, 2020

Henry H. & Marilyn D. Garman

2271 Valley View Road

Narvon, PA 17555

RE: Pumping Receipt & Observations for 2271 Valley View Road Caernarvon
Township, Lancaster County

Dear Mr. & Mrs. Garman,

As the Township Sewage Enforcement Officer, we received a copy of a recent (1/15/20) septic system report from Marks Septic Service, Inc. for the above listed property. As you are aware the report noted "Some drain field runback - nothing surfacing". We are writing to explain to you that the findings on your recent pumping report are indications that the existing system could be coming to the end of its service life and could be a sign of future problems with the system. We wanted to let you know that you should monitor your system and functioning. Please remain diligent in maintaining the system, regular pumping and also checking the system to see if the ground over the system starts to get wet and soggy. These may be further signs of a failing system. If you do observe sewage (waste water) breaking the ground, then this is considered a malfunctioning system and at that point you should contact both our office and a contractor in order to evaluate any repairs that may be appropriate at that time and to coordinate any necessary permits accordingly.

If you have any questions about this letter or your on-lot septic system please do not hesitate to contact our office.

Respectfully,

Vision Engineering, Inc.

Caernarvon Township Sewage Enforcement Officer

A handwritten signature in black ink, appearing to read "John K. Roche", written over a horizontal line.

John K. Roche, P.E. & S.E.O.

cc: Kathy Norris, Caernarvon Township Secretary
File

Enclosure: Pumping Report



155 E. Front Street (rear-carriage house)
Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 3, 2020

Charles H. & Lenore B. Richards

2408 Main Street
Narvon, PA 17555

RE: Repairs to on-lot septic system at 2408 Main Street, Caernarvon Township,
Lancaster County; (PERMIT APPLICATION)

Dear Mrs. Richards,

We are writing as a follow up to our phone conversation this afternoon. You had stated that you have not selected a contractor because you are looking for one with a more reasonable price. The first one you called wanted \$ 1,000.00 for the work. You said that once you selected one, you would fill out the permit application form and send it in. You also stated that Mr. Ink, the septic hauler, said he would need to empty the tank again which will cost \$ 200.00 and that he also said that it is the upper baffle that needs to be fixed, not the lower one which would require a more urgent repair.

As a reminder, once you have an installer selected, if you or your installer could please let us know the timing so that we can inspect the work as needed.

If you have any questions please do not hesitate to contact our office.

Respectfully,

Vision Engineering, Inc.

Caernarvon Township Sewage Enforcement Officer

A handwritten signature in black ink that reads "Sue Monroe". The signature is written in a cursive, flowing style.

Sue Monroe
Administrative Assistant

cc: Kathy Norris, Caernarvon Township Secretary
File



155 E. Front Street (rear-carriage house)
Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 25, 2020

David S. Smucker

2400 Conestoga Creek Road

Narvon, PA 17555

RE: Mill Road School

RE: Sewage Permit Processing for 215 Shirktown Rd, Mill Road School
Permit Number Z147664

Invoice Number Caernarvon-SEO-020037; DATED 3/27/20 (3rd notice)

Dear Ms.

As you are aware the above listed property incurred certain services at your request for various repairs/alterations to the on lot sewage system. Please be advised that there are also fees due and payable associated with these services. Our records indicate that your account (invoice) has not been paid to date. If our records are inaccurate and you have paid this invoice already please contact our office directly accordingly. Otherwise, if this invoice has not been paid to date a prompt payment of this invoice would be greatly appreciated.

Since, this is the third (3) notice we have sent out in the past three (3) months we are assuming that the prior two (2) notices have either been misplaced or forgotten about. The fees associated with this invoice are **due and payable to Caernarvon Township**. Consequently please be advised that any uncollected fees may be subject to appropriate actions as deemed necessary by Caernarvon Township.

Please make your check **payable to Caernarvon Township** and send it to them directly at Caernarvon Township, 2139 Main Street, Narvon, PA 17555 for processing.

If you have any questions, please contact our office.

Respectfully,

Vision Engineering, Inc.

Caernarvon Township SEO Engineer

A handwritten signature in cursive script that reads "Sue Monroe".

Sue Monroe

Administrative Assistant

cc: Kathy Norris, Township Manager/File
Enclosure



155 E. Front Street (rear-carriage house)
Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 25, 2020

Tim Ringler

110 Boot Jack Road
Narvon, PA 17555

RE: Sewage Permit Processing for 1 Groff Lane
Permit Number Z147667

Invoice Number Caernarvon-SEO-020041; DATED 4/22/20 (2rd notice)

Dear Mr. Ringler,

The enclosed invoice(s) are part of your Sewage Permit Processing and are due and payable to Caernarvon Township. Caernarvon Township has already paid us for completed work so you will be reimbursing the Township. Please make out your check **payable to Caernarvon Township** and send it to them directly at Caernarvon Township, 2139 Main Street, Narvon, PA 17555 for processing. Once the Township receives the payment, we will send you the final permit documents.

If you have any questions, please contact our office.

Respectfully,

Vision Engineering, Inc.

Caernarvon Township SEO Engineer

A handwritten signature in cursive script that reads "Sue Monroe".

Sue Monroe

Administrative Assistant

cc: Kathy Norris, Township Secretary
File

Enclosure



155 E. Front Street (rear-carriage house)

Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 25, 2020

Benuel & Mary Ann Stoltzfus

281 Gehman Road

Narvon, PA 17555

RE: Sewage Permit Processing for 281 Gehman Road

Permit Number Z147668

Invoice Number Caernarvon-SEO-020042; DATED 4/22/20 (2rd notice)

Dear Mr. & Mrs. Stoltzfus,

The enclosed invoice(s) are part of your Sewage Permit Processing and are due and payable to Caernarvon Township. Caernarvon Township has already paid us for completed work so you will be reimbursing the Township. Please make out your check **payable to Caernarvon Township** and send it to them directly at Caernarvon Township, 2139 Main Street, Narvon, PA 17555 for processing.

If you have any questions, please contact our office.

Respectfully,

Vision Engineering, Inc.

Caernarvon Township SEO Engineer

A handwritten signature in cursive script that reads "Sue Monroe".

Sue Monroe

Administrative Assistant

cc: Kathy Norris, Township Secretary
File

Enclosure



155 E. Front Street (rear-carriage house)
Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 12, 2020
OWNER/ APPLICANT
Berg Construction
P.O. Box 828
Morgantown, PA 19543
ATTN: Ford Berg

RE: PERMIT COMPLETE & CLOSED OUT of NEW sewage system on an
existing developed property at 428 California Rd, Caernarvon Township,
Lancaster County

Dear Mr. Berg,

As a follow up to prior correspondence, site testing and the installation of the new system at the above captioned property, please be advised that this project is now considered complete and your file will be closed accordingly.

We are enclosing a copy of the final permit reflecting the completion of the new system. You should still retain copies of the original design and permit documents for future reference. Although, the Township should also have a copy of these documents in their files it is always good to retain these for your personal records associated with the property.

It was a pleasure to serve you as the Caernarvon Township Sewage Enforcement Officer. If you have any questions about this letter, or your on-lot septic system please do not hesitate to contact our office.

Respectfully,
Vision Engineering, Inc.
Caernarvon Township Sewage Enforcement Officer

A handwritten signature in black ink, appearing to read "John K. Roche", with a large, stylized loop at the end.

John K. Roche, P.E.

Enclosures (FINAL Permit Close Out # Z147671)

cc: file
Kathy Norris, Caernarvon Township Secretary



155 E. Front Street (rear-carriage house)
Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 11, 2020

Korey Mininger
2330 Poplar Street
Narvon, PA 17555

RE: PERMIT #Z147679 of NEW sewage system at 2330 Poplar St., Caernarvon Township, Lancaster County

Dear Mr. Mininger,

As you may be aware, your project has moved into the second of three phases (1 - soil testing; **2 - design review & permit issuance**; 3 - Installation, Inspections & closeout). The Township has also established three (3) separate invoice stages associated with each phase of the process.

The design of your new sewage system has been submitted and is under review. Permit issuance is pending and will require payment of fees to the Township before release of the permit. As your systems design is being reviewed and processed we are enclosing an invoice on behalf of Caernarvon Township.

As noted on the invoice, payment is due and payable to Caernarvon Township. If you have any questions about this letter, or your on-lot septic system, please do not hesitate to contact our office.

Respectfully,
Vision Engineering, Inc.
Caernarvon Township Engineer & S.E.O.

A handwritten signature in black ink that reads "Sue Monroe". The signature is written in a cursive, flowing style.

Sue Monroe
Administrative Asistant

cc: Caernarvon Township
FILE



155 E. Front Street (rear-carriage house)
Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 4, 2020

UMH Properties Inc.
150 Clay Street, Suite 450
Morgantown, WV 26501
ATTN: Jeffrey Yorick, P.E.

RE: SEO Reconciliation of Fees & Invoice CA-SEO-02001 07
1 Mountain Top Lane, Caernarvon Township

Dear Mr. Yorick,

As you are aware, we are awaiting on a revised plan to review before we issue a permit. A recent reconciliation and review of accounts revealed there were uncollected fees due to Caernarvon Township for work completed to date. We are asking that the account be reconciled at this time to close out prior work. The enclosed invoice is for work completed in May 2020 and is due and payable to Caernarvon Township. Please make out your check **payable to Caernarvon Township** and send it directly to their office Caernarvon Township, 2139 Main Street, Narvon, PA 17555 for processing.

If you have any questions, please contact our office.

Respectfully,
Vision Engineering, Inc.
Caernarvon Township Sewage Enforcement Officer

A handwritten signature in black ink that reads "Sue Monroe". The signature is written in a cursive, flowing style.

Sue Monroe
Administrative Assistant

cc: Kathy Norris, Township Secretary/Treasurer
File

Enclosure



155 E. Front Street (rear-carriage house)

Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 19, 2020

OWNER/ APPLICANT

Rodney Jones

5864 Knobby Hill Road

Narvon, PA 17555

RE: PERMIT COMPLETE & CLOSED OUT of REPAIR TO sewage system on
an existing developed property at 5864 Knobby Hill Rd, Caernarvon
Township, Lancaster County

Dear Mr. Jones,

As a follow up to prior correspondence regarding the repair of the system at the
above captioned property, please be advised that this project is now considered
complete and your file will be closed accordingly.

We are enclosing a copy of the final permit reflecting the completion of the repair.
You should still retain copies of the permit documents for future reference.
Although, the Township should also have a copy of these documents in their files
it is always good to retain these for your personal records associated with the
property.

It was a pleasure to serve you as the Caernarvon Township Sewage Enforcement
Officer. If you have any questions about this letter, or your on-lot septic system
please do not hesitate to contact our office.

Respectfully,

Vision Engineering, Inc.

Caernarvon Township Sewage Enforcement Officer

A handwritten signature in black ink, appearing to read "John K. Roche". The signature is stylized with a large, looping initial "J" and a long, horizontal stroke at the end.

John K. Roche, P.E., S.E.O.

Enclosures (FINAL Permit Close Out # Z147685)

cc: file

Kathy Norris, Caernarvon Township Secretary



155 E. Front Street (rear-carriage house)
Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 4, 2020

David K. & Leah Ruth Stoltzfus
37 Skyview Drive
Honey Brook, PA 19344

RE: SEO Reconciliation of Fees & Invoices CA-SEO-02001 10
37 Skyview Drive, Caernarvon Township

Dear Mr. & Mrs. Stoltzfus,

As you are aware, you are working on a permit for your property that requires time for review, preparation and processing of certain documents with the PADEP. At this time, we are awaiting PADEP approval of the planning documents in order to release the permit. As this permitting process continues, any time associated with this process will be invoiced on a monthly basis as it is incurred.

A recent reconciliation of accounts shows there are fees due to Caernarvon Township for work completed to date. The enclosed invoice is for work completed in May 2020 and is due and payable to Caernarvon Township. Please make your check **payable to Caernarvon Township** and send it directly to their office Caernarvon Township, 2139 Main Street, Narvon, PA 17555 for processing.

If you have any questions, please contact our office.

Respectfully,
Vision Engineering, Inc.
Caernarvon Township Sewage Enforcement Officer

A handwritten signature in black ink that reads "Sue Monroe". The signature is written in a cursive, flowing style.

Sue Monroe
Administrative Assistant

cc: Kathy Norris, Township Secretary/Treasurer
File

Enclosure



155 E. Front Street (rear-carriage house)

Lititz, PA 17543 P (717) 625-1930 F (717) 625-1931 www.VisionEngineeringInc.net

June 4, 2020

OWNER/ APPLICANT

Emanuel Lapp

493 Lambert Road

Narvon, PA 17555

RE: PERMIT CLOSEOUT of NEW sewage system on an existing developed property at 493 Lambert Rd, Caernarvon Township, Lancaster County

Dear Mr. Lapp,

As you are aware, your project has moved into the final phase (construction, inspections & permit closeout). The payment of the FINAL fees to Caernarvon Township are now due and payable. Subsequently, we have enclosed herewith the FINAL invoice which is due and payable to Caernarvon Township. You can send the payment directly to the Township office. Once the final inspection is complete we will process your final permit documents and send you the appropriate copies at that time as we close out your file accordingly.

In the meantime, if you would have any questions at all please feel free to contact us.

Respectfully,

Vision Engineering, Inc.

Caernarvon Township Sewage Enforcement Officer

A handwritten signature in black ink that reads "Sue Monroe".

Sue Monroe

Administrative Assistant

Enclosures (FINAL INVOICE Permit # Z195747)