

**WAYNESBORO BOROUGH AUTHORITY**

**JANUARY 19, 2016**

**MINUTES**

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 6:00 p.m. with the following in attendance:

Borough Authority Members – Christopher Snively, Jon Fleagle, S. Allen Stine, Lee Layman and William Pflager (via telephone)

Borough Staff – S. Leiter Pryor, Director of Borough Utilities  
D. Lloyd Reichard, II, Authority Solicitor

**REORGANIZATION OF AUTHORITY OFFICERS:** Lee Layman made a motion to nominate the current officers for the ensuing year. Christopher Snively seconded. Lee Layman then made a motion to close the nominations. Christopher Snively seconded; the motion passed unanimously. The 2016 Authority officers are as follows:

Chairman – Jon Fleagle  
Vice-chairman – S. Allen Stine  
Treasurer – Lee Layman  
Secretary – Christopher Snively

**APPROVE MINUTES:** Allen Stine made a motion to approve the minutes of the December 15, 2015 meeting, as written. Lee Layman seconded; the motion passed unanimously.

**UPDATE – SEWER PLANT UPGRADE PROJECT CLOSEOUT:** Leiter Pryor reported that the final payment from PENNVEST in the amount of \$832,776.99 has been received, and he anticipates that a final amortization schedule will be forthcoming shortly. As \$250,000 was borrowed from the Sewer Revenue Fund in the past to pay contractor's invoices, he noted that that amount should now be transferred back. Lee Layman made a motion to authorize a transfer of \$250,000 from the Sewer Construction Fund to the Sewer Revenue Fund. Christopher Snively seconded; the motion passed unanimously.

Mr. Pryor noted that as-built drawings are currently being reviewed by Gannett Fleming; and he and Solicitor Reichard are working on restrictive covenants for the deed, as required by PENNVEST. Both should be completed in the near future.

**UPDATE – DEP SETTLEMENT:** Leiter Pryor explained the Notices of Violation received from DEP regarding the spill at the WWTP in late-2015 and sludge handling procedures (which they strongly disagree with). WBA members were polled and agreed to bring Salzman Hughes on-board as special counsel. Salzman Hughes has

prepared a draft response to DEP for Chairman Fleagle's signature, which WBA members reviewed. Minor revisions were suggested ... Mr. Pryor will discuss those with Sam Wiser, and the letter will be forwarded to DEP later this week. WBA members concurred.

Mr. Pryor also presented a representation letter from Salzman Hughes. It was mentioned that payment terms should be changed to thirty (30) days. Lee Layman made a motion to authorize execution of the representation letter, as revised. Allen Stine seconded; the motion passed unanimously.

**HADLEY FARMS WASTEWATER CONTRIBUTION QUESTIONNAIRE:** Leiter Pryor provided a copy of Hadley Farms' Wastewater Contribution Questionnaire in the WBA meeting packet. It is his understanding that they have almost reached an agreement with the Franklin County Area Development Corporation and Washington Township to move into the Zullinger Industrial Park. He and Sean McFarland (WTMA) have had conversations regarding potentially high BOD's from a bakery, and they are working with WTMA's engineer on a plan to meet the WBA's discharge limits. Additional information will be provided as it becomes available.

**UPDATE – WELTY ROAD WATER LINE PROJECT:** It was noted that the Borough's Engineering Department has prepared cost estimates for the proposed water line on Welty Road, subsequent to a meeting held in Washington Township with DEP regarding contaminated wells in that area. Chairman Fleagle reviewed the two (2) options available, the difference in which is either a 2" or a 6" line from Ronnie Martin's development off of Hollengreen Drive (the advantage of a 6" would be the addition of a fire hydrant). Mr. Pryor noted that this information was forwarded to Mike Christopher, who indicated that he submitted the cost estimates to DEP. Barring any unforeseen circumstances, all parties have agreed to go with the 6" line. Washington Township added some costs for survey work performed, for a project total of approximately \$495,000. It is anticipated that the work will not be done, however, until October (unless a check is received earlier).

In conjunction with this project, Mr. Pryor noted that Exhibit A of the Water Purchase Agreement with WTMA will need to be revised to include the area in the WBA's direct service area (which is essentially increasing the WBA's service area by 200' on either side of Welty Road). Mr. Pryor was instructed to prepare suggested revisions and forward to WTMA for their review and comment.

**UPDATE – ANTIETAM DAM EMERGENCY ACTION PLAN (EAP):** Pursuant to correspondence from DEP regarding the WBA's Antietam Dam EAP, Mr. Pryor suggested obtaining price quotes from Gannett Fleming and Dennis Black Engineering to make modifications to the plan and mapping as required. Although he feels the current plan is a good working document with which they can begin, many of the required mapping modifications cannot be done in-house. For this reason, he suggested the entire project be outsourced. Christopher Snively made a motion to authorize Mr. Pryor to obtain price quotes as recommended. William Pflager seconded; the motion passed unanimously.

**CUMBERLAND VALLEY ANALYTICAL SERVICES:** After the WBA's last meeting, Mr. Pryor attended a meeting with representatives of Cumberland Valley Analytical Services, who are considering moving into D. L. George's Landis Complex on E. Sixth Street, and he provided them with a Wastewater Contribution Questionnaire for completion. He recently received an email regarding plans to move their small Greencastle office into the complex prior to the entire facility, and they have provided a chart of the industrial waste (residual from their testing) which will be discharged. As they plan to begin in mid-February, and as many of the discharge substances are not included in the current Sewer Use Ordinance, Mr. Pryor was instructed to request a price quote from Gannett Fleming for review and response to their request. It was noted that this should be treated the same as for the recent Navitor discharge request, and all costs incurred for the review will be paid by Cumberland Valley Analytical Services.

**MEMORIAL BRIDGE PROJECT:** Mr. Pryor explained that a wetland delineation study will need to be performed at the proposed construction site as part of the stream crossing permit, which was originally assumed to be incorporated in the wetland delineation work conducted by PENNDOT. Estimates for this work were received from Dennis Black and Triad Engineering, which are both approximately the same (\$13,000). According to Kevin Grubbs' calculations, the WBA will pay 25% of these and other costs, which will be an out-of-pocket share of approximately \$11,202.28. Discussion followed regarding the cost estimates and schedules received, and Christopher Snively made a motion to go with the lowest price. Allen Stine seconded; the motion passed unanimously.

Discussion ensued regarding the utility relocation agreement which PENNDOT will submit for the WBA's execution, and Chairman Fleagle noted he will discuss the utility relocation estimate with Kevin Grubbs for clarification.

**SEWER TRANSPORTATION AGREEMENT:** Mr. Pryor noted that he has requested flow figures from WTMA with regard to the Sewer Transportation Agreement. He will provide the information to WBA members as soon as it is received.

**PAY BILLS:** Allen Stine made a motion to approve the payment of the following requisitions --

**Sewer Revenue Fund Requisition #SA-163** – JWC Environmental, LLC -  
\$18,347.00 – Repair of Muffin Monster

**Sewer Revenue Fund Requisition #SA-164** - Gannett Fleming Companies -  
\$63.60 – General Wastewater Engineering Services as authorized under  
the Annual Services Agreement for the period of October 31, 2015  
through November 27, 2015

**Sewer Revenue Fund Requisition #SA-165** – Gannett Fleming Companies -  
\$127.18 – Engineering Services related to Sewer Use Ordinance and

Sewage Transportation Agreement Updates per GF's April 30, 2015 Proposal and as authorized under the Annual Services Agreement Miscellaneous Engineering Services. Includes the following tasks: Industrial Users Pollutant Limits Evaluation, a High Strength Wastewater Surcharge Study, a Sewer Use Ordinance Update and Revision, a Sewage Transportation Agreement Update and Revision, and Implementation of an Industrial Pretreatment Program for the period of October 31, 2015 through November 27, 2015

**Sewer Revenue Fund Requisition #SA-166** – Borough of Waynesboro  
(Clearing Account) - \$408,961.00 – 1<sup>st</sup> Quarter, 2016 Sewer Allocation

**Water Revenue Fund Requisition #16-01** – Borough of Waynesboro (Clearing  
Account) - \$630,930.00 – 1<sup>st</sup> Quarter, 2016 Water Allocation

William Pflager seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:25 p.m. on a Snively/Stine motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Administrative Assistant