

**WAYNESBORO BOROUGH AUTHORITY**

**APRIL 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, Lee Layman, S. Allen Stine, and William Pflager via videoconference

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

**APPROVE MINUTES:** Lee Layman made a motion to approve the minutes of the March 15, 2016 meeting, as written. Christopher Snively seconded; the motion passed unanimously.

**UPDATE – INDUSTRIAL WASTE STUDY:** Leiter Pryor reported that sampling will be completed in May. He was hoping to have information from Gannett Fleming for review at this meeting, however they diverted their efforts to the Antietam Dam Emergency Action Plan. He will forward copies to WBA members as soon as it is received.

**UPDATE – ANTIETAM DAM EAP:** Mr. Pryor reported that the plan hasn't changed much since the last revision and the mapping should be completed soon. He will send copies to the WBA members for comments prior to obtaining signatures from the various entities. In addition, notices must be posted at various public locations. He noted that the capacity of Antietam Dam is 150,000,000 gallons.

**UPDATE – MEMORIAL BRIDGE WATER LINE PROJECT:** A revised resolution and cost sheet for the Memorial Bridge water line project was presented. It appears now that the WBA's costs will be approximately \$16,000 for relocation of the water line for this project. Allen Stine made a motion to approve Resolution No. 2016-02, as presented. Christopher Snively seconded; the motion passed unanimously.

**RESOLUTION NO. 2016-02**

RESOLUTION OF THE WAYNESBORO BOROUGH AUTHORITY  
AUTHORIZING SUBMISSION OF A REIMBURSEMENT REQUEST  
TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION  
FOR A PERCENTAGE OF COSTS ASSOCIATED WITH THE  
MEMORIAL BRIDGE PROJECT

Complete copy on file at Borough Hall.

William Pflager then made a motion to approve execution of the “milestone” letter to PENNDOT for the Memorial Bridge project (outlining what is in the resolution, agreeing to pay the 25% share and meeting various milestones for submissions with regard to the project). Lee Layman seconded; the motion passed unanimously.

**UPDATE – WELTY ROAD WATER LINE PROJECT:** Leiter Pryor presented correspondence from Sean McFarland (WTMA) requesting approval of revisions to the Water Purchase Agreement to extend the Borough’s direct service area to allow them to service the proposed extension of the water line on Welty Road and 997 in order to address the contaminated water system in that area. Christopher Snively made a motion to approve the proposed amendment, subject to approval also by the Washington Township Supervisors and Washington Township Municipal Authority. William Pflager seconded; the motion passed unanimously. It was noted that this agreement will also need Borough Council’s final approval.

**REQUEST FOR LEAK CREDIT:** A request for a leak credit was received from Mike Christopher (Washington Township) in response to their \$1,500 bill for a leak in their public works yard. Chairman Fleagle noted that the WBA has never given anyone credit for a leak; and it was the consensus not to do so at this time, but to offer a payment plan.

**UPDATE – FIFTH STREET PUMP STATION UPGRADE:** Leiter Pryor noted that he is currently working with the vendor and contractor. The pumps should be in production within the week and scheduled for completion in approximately five (5) weeks. Installation should begin around June 1.

**UPDATE – GEN-SET REPLACEMENT (THIRD STREET PUMP STATION):** Leiter Pryor noted that the generator has been ordered and is in production now, and design work for modifying the existing pad has been completed. The projected start date is approximately July 1<sup>st</sup>. The Borough’s maintenance department will do most of the work and PSI will install the new gen-set.

**MT. AIRY AVENUE WATER PUMP STATION:** Mr. Pryor noted that the Mt. Airy Avenue water pump station needs work. He received a price quotation from Walker’s Construction of \$4,600 to replace the roof, downspout gutters, fascia and soffit. Two (2) additional price quotes will be obtained and a recommendation will be made at the next meeting.

**COUNCIL/AUTHORITY TOUR OF WATER AND SEWER FACILITIES:** Mr. Pryor noted that several members of Borough Council have requested a tour of the water treatment plant, well and wastewater treatment plant. The tour has been tentatively scheduled for June 1<sup>st</sup> at 6:00 p.m.

**PUBLIC SALE AT PROPERTY ADJOINING WELL SITE:** Mr. Fleagle noted that Mr. Baer is planning to hold a public sale on the property he leases adjoining Well Site #2, and is requesting permission for individuals attending the sale to park on the Authority's property. After much discussion regarding liability and logistics, Mr. Pryor was instructed to discuss the matter with Craig McCleaf (property owner) to ensure that no damage is done and the Borough's insurance carrier to ensure that adequate coverage is available should there be any damage or injury.

**SEWER LINE INSPECTION AND GROUTING:** Chairman Fleagle asked if any sewer main inspection/grouting work will be conducted this year. Mr. Pryor noted it is necessary, but he is unsure if/when the Engineering Department will have time to do it. He was instructed to discuss the matter with Scott Crum and report back.

**SUMMER HELP AT WATER TREATMENT PLANT:** Mr. Fleagle asked if money had been placed in the 2016 budget for Penn State Forestry students to work at the Water Plant this year. Mr. Pryor noted there is money for two (2), however the Forestry Department has no candidates for employment this year. It was suggested that an advertisement be placed in the newspaper in an attempt to find summer help for the Water Plant and the sewer line inspection/grouting project.

**TOUR OF UPGRADED WATER TREATMENT PLANT:** Chairman Fleagle noted that Mr. Pryor has been searching for an upgraded water treatment plant to tour, but has been unsuccessful because most plants are approximately the same age and are either in the process of upgrading or getting ready to. Mr. Pryor was asked to contact suppliers to request a presentation on new control systems.

**WATER SHUT-OFF NOTICES:** Discussion was held regarding the aggressiveness of individuals whose water is scheduled for shut-off due to non-payment. Mr. Pryor noted that, many times, a landlord has collected the money but not paid the bill and the tenants are upset that their water is being shut-off. Even though this is an issue between the landlord and tenant, and the tenants are aware of the delinquency, they still become irate when the time is near for shut-off.

After more discussion on the matter, Mr. Pryor was asked to gather statistics on the number of homes posted, sent notices and shut-off. Solicitor Reichard noted that he will gather information from Newville, as their policy is to issue bills to the property owners; but if they are tenant-occupied, they are not shut-off and payment is pursued through the courts.

**PAY BILLS:** Christopher Snively made a motion to approve the payment of the following requisitions --

**Sewer Revenue Fund Requisition #SA-171** – Borough of Waynesboro  
(Clearing Account) - \$292,115.00 – 2<sup>nd</sup> Quarter, 2016 Sewer Allocation

**Sewer Revenue Fund Requisition #SA-172** – Gannett Fleming Companies - \$3,609.06 – 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 January 23, 2016 through March 4, 2016

**Water Revenue Fund Requisition #16-06** – Borough of Waynesboro (Clearing Account) - \$450,664.00 – 2<sup>nd</sup> Quarter, 2016 Water Allocation

**Water Revenue Fund Requisition #16-07** – Gannett Fleming Companies - \$3,060.08 – Engineering services related to Antietam Dam Emergency Action Plan completion for re-submission to PADEP (02/11/2016 Proposal) for the period of February 16, 2016 through March 4, 2016

Allen Stine seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:54 p.m. on a Layman/Stine motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Office Supervisor