

**WAYNESBORO BOROUGH AUTHORITY**

**AUGUST 16, 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 and William Pflager (S. Allen Stine was absent)

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

**APPROVE MINUTES:** William Pflager made a motion to approve the minutes of the July 19<sup>th</sup> meeting, with a minor typographical correction. Lee Layman seconded; the motion passed unanimously.

**UPDATE – INDUSTRIAL WASTE STUDY:** Chairman Fleagle noted that a revised copy of the draft Sewer Use and Pretreatment Ordinance, which incorporated suggestions made by the WBA's review committee, was included in the WBA meeting packets. It has been forwarded to the Borough's solicitor for review and comment (as the ordinance will ultimately be adopted by Borough Council), and the WBA's solicitor was also asked for his input. WBA members were instructed to read the revised copy and provide any questions/comments to Mr. Pryor; and the review committee will meet again to discuss those comments, if necessary. After adoption, the ordinance will be sent to users of record (and WTMA) with a request for them to complete a wastewater contribution questionnaire.

**UPDATE – ANTIETAM DAM STUDY:** Leiter Pryor was directed at the last meeting to request proposals from other firms for the Antietam Dam Study to satisfy DEP requirements on the inadequacy of the spillway. Three (3) of the four (4) firms contacted were interested in submitting proposals, which will be available to discussion/action at the next meeting.

**DEBT SERVICE REFINANCING PROPOSAL:** Mr. Pryor noted that he was contacted by a representative from RBC Capital Markets regarding the possibility of refinancing the WBA's current debt, as bond rates are currently low. Based on the total outstanding debit of approximately \$11,700,000 for the water and sewer loans, he suggests that a \$50,000-\$60,000 savings could be realized (which, over the life of the loan would be a \$1,000,000 savings). Mr. Pryor has provided financial information to them, as requested, for further review. In the meantime, however, Mr. Pryor will also contact some of the local banks regarding their interest rates and report back at the next meeting.

**JOHNSON CONTROLS REQUEST FOR DISCHARGE:** Mr. Pryor noted that Johnson Controls has contacted him regarding proposed modifications to a test lab in their facility which will result in some potential discharge into the sanitary sewer. They provided MSDS sheets for the product they will be using, which contains molybdenum and phosphorus, and he informed him that further review will need to be conducted prior to granting permission to discharge. They were agreeable to Gannett Fleming's review (at their cost) and information has been forwarded to them. Mr. Pryor noted they were very cooperative and offered for him to take a tour to see their process.

**UPDATE – FIFTH STREET PUMP STATION UPGRADE:** Mr. Pryor reported that both pumps and the controls have been installed, the electrical service into the building has been upgraded, and PSI is currently working on fabricating new hatches. Painting on the inside will then be done.

He has also obtained price estimates for replacement of the roof (Bonded Applicators - \$4,307 and Parks Roofing - \$2,530). Christopher Snively made a motion to authorize Parks Roofing to proceed with the roofing work. Lee Layman seconded; the motion passed unanimously.

Mr. Pryor has also obtained price estimates for replacement of a door and frame (Hagerstown Paint & Glass - \$2,188 and American Eagle Doors/Windows - \$1,086.77). William Pflager made a motion to authorize American Eagle Doors/Windows to proceed with replacement of the door. Christopher Snively seconded; the motion passed unanimously.

**CORRESPONDENCE FROM DEP:** Mr. Pryor noted that correspondence was received from DEP regarding the following violations –

1. Failure to have a Preparedness, Prevention and Contingency (PPC) Plan for the stormwater outfalls -- Mr. Pryor noted that will be completed by 10/01/2016;
2. Leaking of wastewater from biofilters – Mr. Pryor noted that the appropriate repairs will be made.

Mr. Pryor added that the product used to control filter flies (Stryke) was also discussed. He noted that DEP had been contacted when they began using the product (7 years ago) and they indicated it was an accepted product, however the inspector at this time recommended that it be discontinued. Mr. Pryor is pursuing the matter and will obtain the proper approvals for its continued use.

**MOLYBDENUM:** Mr. Pryor reported that the last sludge analysis from Penn State Laboratories indicated an “extremely high” molybdenum level. He felt this could be an error on the lab's part, as the staff has been tracking the molybdenum level in the primary digester on a monthly basis and nothing has been close to that level. He discussed the situation with Tom Sweeney (DEP), who noted that this has happened in

the fall of the last two (2) years. Another sample was submitted and he will email the results to WBA members when they are received.

**LEASE TERMINATION – NTELOS:** Mr. Pryor noted that he received a lease termination notice from NTELOS (for antenna space on the standpipe). He was also contacted by a subcontractor for NTELOS about removal of their equipment – they will remove the antennas, their emergency generator/cabinets off the ground and the cabling/ice bridge from their platform to the tank. He asked if they should also remove the mounting brackets that are stud-welded onto the tank, and Mr. Pryor suggested they remain so the surface of the tank is not disturbed (and another tenant may be able to utilize the same location for their equipment). WBA members agreed, adding that the studs should be painted to preclude rusting.

Mr. Pryor stated that the lease termination clause requires payment of five (5) months' rent, which will be approximately \$10,000 in a lump sum.

**UPDATE ON PROJECTS:** Mr. Pryor reported on the following --

1. The Fish and Game Road water line has been completed and is in-service.
2. A house filter has been installed at the Sixth Street residence which was discussed previously. The Maintenance Department will be cutting a piece of the line to determine the extent of repair/replacement needed.

**SEPTEMBER MEETING:** September's WBA meeting will be held at the Water Treatment Plant at 6:00 p.m., with a cookout scheduled prior to the meeting (beginning at 5:00 p.m.).

**SEWER RATE INCREASE:** Discussion followed regarding the need to increase sewer rates. WBA members agreed that the new rates should take effect on October 1<sup>st</sup>. Mr. Pryor will prepare revenue projections and obtain water/sewer rates from neighboring municipalities for discussion at the September meeting.

**WELL CAPACITY:** Mr. Pryor noted that the well levels "continue to climb" ... and although it is not as high as it was initially, it is higher now than it has been in the last year and a half. It is possible that there was a false sense of yield, and the hard draw pulled it down to where it couldn't recharge. They have reduced the amount of pumping, but will investigate further to determine how long it can be run without a significant impact.

Mr. Pryor added that, at some time in the future, they need to look at another source in the area to pipe into the well and utilize the membrane filtration system to its full capacity. Mr. Pryor was requested to contact GMS to see if there are any grants available to assist.

**PAY BILLS:** Lee Layman made a motion to approve the payment of the following requisitions –

**Sewer Revenue Fund Requisition #SA-179** – Gannett Fleming Companies - \$213.50 – 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 June 25, 2016 through July 22, 2016

**Sewer Revenue Fund Requisition #SA-180** – D. L. Reichard, II - \$1,013.00 – Base Retainer for Legal Services (10/01/2016 to 12/31/2016) 2016

**Water Revenue Fund Requisition #16-19** – Deborah J. Gift - \$378.80 – 2016 WASD Real Estate Taxes (Blue Rock Road – Parcel #19-0L18.-058B-EX0000

**Water Revenue Fund Requisition #16-20** – Gannett Fleming Companies - \$657.28 – 2016 Annual Services for the period of June 25, 2016 through July 22, 2016

**Water Revenue Fund Requisition #16-21** – D. L. Reichard, II - \$1,013.00 – Base Retainer for Legal Services (10/01/2016 to 12/31/2016) 2016

William Pflager seconded; the motion passed unanimously.

**2015 AUDIT:** WBA members discussed the 2015 audit for the Water and Sewer Funds, which was prepared by Smith Elliott Kearns and Company. There were no significant findings, and the report was unanimously approved.

Having no further business to discuss, the meeting adjourned thereafter.

Respectfully Submitted,

Melinda S. Knott  
Office Supervisor