

WAYNESBORO BOROUGH AUTHORITY

JUNE 16, 2015

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 – Jon Fleagle, Lee Layman, S. Allen Stine and Christopher Snively (via telephone); William Pflager was absent

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 April 21, 2015 meeting and the May 26, 2015 meeting, as written. Christopher Snively seconded; the motion passed unanimously.

UPDATE – SEWER PLANT UPGRADE: Leiter Pryor reported there are only a few outstanding items on the punch-list, much of which are out of Kinsley's direct control (dealing with a supplier/vendor). The as-built drawings have been submitted to Gannett Fleming for review and approval. The waste gas burner issue will require a re-design by Gannett Fleming, and they are working with Groth on revised drawings for the instrumentation vendor. Groth has promised to have the drawings to Kinsley by 06/18, and Allied Control Systems will follow-through with the instrumentation changes. Costs for the additional work will be split between Kinsley and Gannett Fleming. Mr. Pryor noted they are still missing some spare part kits, which should be arriving in the near future. The only other outstanding item is the high-level alarm on the methanol tank. Kinsley has subcontracted with PSI to get that taken care of.

Mr. Pryor noted he is hopeful that they can request the last payment from PENNVEST and begin closing out contracts at the next WBA meeting.

UPDATE – INDUSTRIAL WASTE STUDY: Leiter Pryor noted that he participated in a conference call with Gannett Fleming on 06/03 to review the scope of work for the industrial waste study. They requested some information from the Borough in order to get started, which has been provided. They are able to use lab data from the NPDES permit renewal, which will save some time/money on analyses; and they are working on ways to prompt industries to return their industrial waste questionnaires.

Mr. Pryor added that he spoke with Gannett Fleming regarding the solvent request from Navitar. They provided a not-to-exceed figure to review the matter, and Navitar agreed for them to proceed. Gannett has been working directly with Navitar, and should be

able to provide a recommendation by the WBA's next meeting. It was noted that the proposed discharge is approximately 25 gallons per week.

A proposed timeline for the study has been provided by Gannett Fleming. They are recommending ten (10) months of sampling to determine baselines for the constituents (parameters) to be included in the ordinance.

Mr. Pryor noted also that he sent an inquiry to WTMA regarding Cam-Superline. They reportedly are in the first phase of a changeover to remove molybdenum from their process, which will be completed by 06/23; and they will then be utilizing a non-molybdenum based corrosion inhibitor. Sampling can begin the week of 07/04. As the new product still contains phosphorus, however, the second phase is to try another product by the end of summer. He added that there are no current limits on phosphorus, and it is not causing a problem with meeting the permit limits for the WWTP, but it may cause additional studies to be required in the future.

WTMA has been providing results from weekly composite samples from the Cold Springs Pumping Station. BOD's from every sampling have been in excess of 250 (and some as high as 400), which is almost double what they should be. WTMA is also reviewing their ordinances and working with their engineer on a plan of attack for the customer who is causing the problem. Leiter Pryor will ask for guidance from Gannett Fleming regarding the matter.

SECURITY SYSTEM PROPOSALS (SEWER PLANT): Following discussion at the last WBA meeting, Mr. Pryor noted that he obtained references from both vendors who submitted proposals for a security system at the WWTP. All reviews received were favorable. He reminded WBA members of the estimates received, but mentioned the differences in equipment quoted:

TelePlus - \$16,035.00 (equipment/installation); \$300.00/year
Glessner - \$13,239.00 (equipment/installation); \$720.00/year

Mr. Pryor recommended that the matter be discussed further during 2016 budget deliberations. WBA members concurred.

TAX EXEMPTION REQUEST (ENGELBRECHT PROPERTY): Mr. Pryor reported that the tax exemption requested from Adams County for the former Engelbrecht property has been approved.

UPDATE - WATER LINE (FISH & GAME ROAD): Leiter Pryor advised that the Gembes have paid their tap fees; and after discussing the matter with Denny Benschhoff, it was decided that a 2" line would be run from the last house to their property. The line has been completed and a service line stubbed to their property, and a plumber is supposed to hook up their service tomorrow. He is hoping there is not a pressure problem because of volume - but the upper portion of the 2" line is scheduled to be replaced next spring, unless it becomes a problem sooner.

On a related matter, Mr. Pryor advised that a 2" line on Strickler Avenue will probably need to be replaced soon also (at a cost estimated to be less than \$1,000). Several leaks have been repaired on the line already, and another found during the leak detection program.

UPDATE – SYSTEMWIDE LEAK DETECTION: Mr. Pryor noted that the leak location equipment purchased for the Engineering Department (which Scott Crum has been utilizing periodically) is proving to be beneficial, as Aqua Tech only found several minor leaks during their recent systemwide review. They will be returning next week to complete Zullinger. Mr. Pryor suggested that the WBA may want to consider only contracting their services every two (2) years, and more leak detection being done in-house.

BILLING & ACCOUNTING SOFTWARE UPGRADE: Leiter Pryor reported that some training on the new billing software was held last week, and the new upgrade has been installed on the server. A “mock” version is available in order to get everyone familiar with its capabilities. He reported that this new version seems to be more user-friendly. More training will be held in the future.

RIGHT-OF-WAY AGREEMENTS (MEMORIAL BRIDGE PROJECT): A right-of-way agreement with the Moose Club for relocation of the 12" water main for the Memorial Bridge Project was presented for the WBA's signature. The second (with the Dawg House) is expected to be forthcoming; and after executed copies of both have been received, they will be forwarded to PENNDOT. The Engineering Department has also been working on the required stream crossing information. Lee Layman made a motion to authorize signatures on the easement agreement with the Moose Club, as presented. Allen Stine seconded; the motion passed unanimously.

REQUEST FOR UTILITIES - CLETUS HURD SUBDIVISION (KOONS ROAD): Mr. Pryor noted that he received correspondence from WTMA requesting utilities for the three-lot subdivision for Cletus Hurd in the WBA's indirect water service area on Koons Road. A 4" water line is directly in front of the lots, and the sewer is allocated in the Sewer Transportation Agreement. Allen Stine made a motion to approve the requests regarding the Cletus Hurd Subdivision, to include three (3) water connections and three (3) EDU's of sewer under the Sewer Transportation Agreement. Christopher Snively seconded; the motion passed unanimously. It was clarified that they will pay the WBA's capacity fee and WTMA's distribution fee.

THIRD STREET PUMPING STATION MALFUNCTION: Mr. Pryor reported on a recent incident at the Third Street Pumping Station. Washington Township had been called out for a sewer back-up (manhole surcharging) behind the FOE Club. After checking our pumping station, it was determined that a cable on a transformer had burned off and there was only single-phase power to the station. The emergency generator started and ran for a while, overheated and shut down, and the battery back-up on the telephone dialer wasn't working and no one was notified. As a result, there was an overflow. The State has been notified and the matter will be reported on the monthly

Discharge Monitoring Report.

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

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Sewer Revenue Fund Requisition #SA-141 - Smith Elliott Kearns & Company, LLC - \$1,200.00 - Progress billing for audit of financial statements and federal awards programs under Government Auditing Standards and Single Audit Act for the period ended December 31, 2014

Water Revenue Fund Requisition #15-13 - Walker's Home Remodeling - \$3,000.00 - 50% Balance Due on Installation of Roof on Caretaker's House at Water Treatment Plant

Water Revenue Fund Requisition #15-14 - Smith Elliott Kearns & Company, LLC - \$1,800.00 - Progress billing for audit of financial statements and federal awards programs under Government Auditing Standards and Single Audit Act for the period ended December 31, 2014

Lee Layman seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:00 p.m. on a Layman/Stine motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant