

WAYNESBORO BOROUGH AUTHORITY

AUGUST 19, 2014

MINUTES

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

Borough Authority Members – Jon Fleagle, Christopher Snively, Lee Layman and William Pflager (via Skype); S. Allen Stine 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 July 15th meeting, as written. Christopher Snively seconded; the motion passed unanimously.

UPDATE – SEWER PLANT UPGRADE: Leiter Pryor reported that the digester painting is completed. They have transferred the biosolids from the secondary digester to the primary digester, made the necessary chemical adjustments and have the process back in operation. They are hoping to do some start-up work on the burner on Thursday.

The interior coating system was installed on clarifier #1, and they anticipate filling it tomorrow. They will then drain clarifier #2 down, pressure-wash and clean it, the coating system will be applied, and it should be back in-service by the end of next week.

Outstanding change orders were discussed at the last job meeting – these are mostly credits back to the WBA. Those items should be resolved by the following week.

Mr. Pryor noted there was an ongoing issue with the harmonic balance unit for the electrical system. The unit is either under-sized or there is a problem with the installation. The manufacturer and contractor will be on-site to determine/resolve the problem.

He noted they are still trying to resolve the minor issue with the blowers (they discharge the safety blow-out valve every time they are run). The manufacturer continues to trouble-shoot and will recommend a solution as soon as possible.

Mr. Pryor commented that the major problem now is the valve issue (between the secondary and primary digesters). It is binding up and is extremely difficult to turn. There is a possibility that it will need to be excavated (20'), which will disturb curbing and sidewalk, etc. He will report back at the next meeting.

Mr. Pryor advised that surge protection has all been replaced/re-installed since the power surge. PSI's bill is included in those for consideration later in the meeting. He noted they are still

working on a warranty claim, but PSI should be reimbursed for their work in the meantime. The staff met recently with a representative from West Penn Power, who indicated verbally that they will work on trying to honor the claim for damages.

Mr. Pryor noted that the windows and doors are all installed. He obtained a price quote of \$9,800 for additional painting (garage floor, lab floor and boiler room floor) from J. Mann Company, and asked for direction on these items from the WBA. Lee Layman made a motion to authorize Mr. Pryor to proceed with this work, with the costs to be paid from the Sewer Revenue Fund. William Pflager seconded; the motion passed unanimously.

Mr. Pryor noted that he received a price quotation of \$9,800 for additional sidewalk between the denitrification pumping station and chlorine contact tank (this is necessary because the staff travels this area every day). Christopher Snively made a motion to authorize Mr. Pryor to proceed with installation of the additional sidewalk. Lee Layman seconded; the motion passed unanimously.

The next job meeting is scheduled for September 8th.

PAVING ESTIMATES (CEMETERY AVENUE): Leiter Pryor noted that he was asked to get an estimate from the Engineering Department for paving Cemetery Avenue from the S. Church Street/Old Mill Road intersection to the golf course parking lot. An estimate was originally provided, but Mr. Pryor thought that additional work might be necessary due to the construction. Accordingly, they agreed that additional base repair and work at the entrances is needed, for a total estimated cost of \$119,000. After discussion, Lee Layman made a motion to authorize the paving, with costs to be divided equally from the Sewer Revenue Fund and Sewer Construction Fund. William Pflager seconded; the motion passed.

Mr. Pryor added that the paving should be done within the next several weeks. It was recommended that the base and patch work be done, but the final coat shouldn't be added until the paving inside the plant is completed (which is scheduled for approximately 2 weeks).

Discussion followed regarding paving the golf course parking lot. Because it is just an overlay, it can be done at the same time the topcoat is applied to Cemetery Avenue. The WBA noted that whatever repairs are necessary should be done. Based on the original estimate of \$32,500 (plus 10% contingency), Christopher Snively made a motion to proceed with repaving the golf course parking lot. If the cost will exceed \$35,000, Mr. Pryor was advised to contact WBA members for further authorization. Lee Layman seconded; the motion passed unanimously. It was noted that this project will be paid from the Tank Maintenance Fund.

Following a walk-thru at the golf course, Mr. Fleagle noted they observed that the heat pump for the Pro Shop was inoperable and will need to be replaced. WBA members agreed that, before the building is turned over to a lessee, the heat pump and ventilator fan in the chemical storage area will need to be repaired/replaced. Mr. Pryor was requested to obtain a cost estimate, and William Pflager made a motion to authorize him to repair these items subject to the successful negotiation of a lease agreement. Christopher Snively seconded; the motion passed unanimously. Direction was given that these items will also be paid from the Tank Maintenance Fund.

PROPOSALS FOR LEASING OF GOLF COURSE: Chairman Fleagle noted that interviews were held earlier this afternoon with the two (2) groups who submitted lease proposals for the golf course. Information obtained during these interviews will need to be discussed in executive session (following this meeting); and Mr. Fleagle noted he would like to hold a special WBA meeting next week in order to act on these proposals. He and Lee Layman will work on terms and conditions to be included in a proposed lease agreement; and Solicitor Reichard will be asked to review the document they have drafted. WBA members concurred.

UPDATE – NPDES PERMIT RENEWAL FOR STP: Mr. Pryor noted that testing for two (2) quarters has been completed, and the third quarter round will begin soon. He is currently working on the paperwork and required submittals for the renewal application. The permit fee of \$1,250 is included in the bills to be presented for payment later in the meeting. Following receipt of some additional lab results, he is hoping to mail the application within the next week or two.

UPDATE – FAIRVIEW AVENUE WATER LINE: Mr. Pryor reported that the water line in Fairview Avenue (between Second and Third Streets) has been completed and all services have been transferred. He is recommending that the next section (between Third and Sixth Streets) be placed at the top of the list for next year's projects, as the Borough may be awarded some grant money to pave Fairview Avenue. WBA members instructed Mr. Pryor to ensure the water line work is done before any paving takes place.

INVASIVE SPECIES SPRAYING (WATERSHED): Mr. Pryor noted that the herbicide spraying at the watershed, which was approved at the last meeting, has been completed.

SEPTEMBER WBA MEETING: It was noted that the WBA's next meeting will take place at the Water Treatment Plant on Tuesday, September 16th. A picnic will be held at 5:00 p.m., with the regular meeting to follow at 6:00 p.m. Borough Council members will be invited to attend.

SPECIAL MEETING: WBA members agreed to schedule a special meeting on 08/26 at 6:00 p.m. to take action on the golf course lease proposals.

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

Sewer Construction Fund Requisition #1119 - Groth Corporation - \$13,260.16 - Invoice GP66644 (sediment trap, manual drip trap, vertical flame arrester and back pressure check valve

Sewer Construction Fund Requisition #1120 - Gannett Fleming Companies - \$10,718.70 - Construction Management related to WWTP Nutrient Upgrade Project for the period of May 31, 2014 through June 27, 2014

Sewer Construction Fund Requisition #1121 - Gannett Fleming Companies - \$2,340.96 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of May 31, 2014 through June 27, 2014

- Sewer Construction Fund Requisition #1122 - Gannett Fleming Companies - \$1,664.85 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of May 31, 2014 through June 27, 2014
- Sewer Construction Fund Requisition #1123 - Gannett Fleming Companies - \$1,589.70 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of June 28, 2014 through July 25, 2014
- Sewer Construction Fund Requisition #1124 - Gannett Fleming Companies - \$993.60 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of June 28, 2014 through July 25, 2014
- Sewer Construction Fund Requisition #1125 - Gannett Fleming Companies - \$8,657.60 - Construction Management related to WWTP Nutrient Upgrade Project for the period of June 28, 2014 through July 25, 2014
- Sewer Construction Fund Requisition #1126 - Kinsley Construction, Inc. - \$203,927.17 - Estimate No. 25 for Contract One (General Construction - Wastewater Treatment Plant Upgrade) for work performed up to and including August 8, 2014
- Sewer Revenue Fund Requisition #SA-123 - Smith Elliott Kearns & Company, LLC - \$2,500.00 - Audit of H2O Grant (C000051247)
- Sewer Revenue Fund Requisition #SA-124 - PSI Pumping Solutions, Inc. - \$25,580.00 - Replacement of blower and surge protection units (due to power failure)
- Sewer Revenue Fund Requisition #SA-125 - Commonwealth of Pennsylvania - \$1,250.00 - NPDES Permit Renewal Fee
- Water Revenue Fund Requisition #14-20 - Emergency Communications Network - \$6,975.88 - CodeRED extension and service fee for 07/30/2014 to 07/29/2015

William Pflager seconded; the motion passed unanimously.

EXECUTIVE SESSION: Chairman Fleagle noted that the WBA will adjourn to executive session, following a short break, at 7:00 p.m. He reconvened the meeting at 8:50 p.m.

Having no further business to discuss, Christopher Snively made a motion to adjourn the meeting at 8:53 p.m. Lee Layman seconded; the motion passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant