

WAYNESBORO BOROUGH AUTHORITY

AUGUST 28, 2012

MINUTES

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 3:00 p.m. with the following in attendance:

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

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

Mr. Fleagle confirmed with Solicitor Reichard that there were no problems with Mr. Pflager participating as part of the quorum via videoconference. Mr. Reichard noted that this is satisfactory.

APPROVE MINUTES: William Pflager made a motion to approve the minutes of the July 17, 2012 meeting, as written. Lee Layman seconded; the motion passed unanimously.

UPDATE – SEWER PLANT UPGRADE: Leiter Pryor reported that the general contractor continues to work on the denitrification pumping station – it is “up out of the ground” now; and backfilling needs to be done prior to the final slab pour. When that is completed within the next few weeks, the structural portion of the denitrification pumping station should be completed.

Regarding the denitrification filter building, Mr. Pryor reported that the H-piles are installed and all site work is basically completed. They are compacting stone now and getting the subgrade ready for the placement of concrete; and should start forming up walls very soon. Excavation has been done for the methanol tank and feed station – the subgrade is prepared and they are forming that up today, with plans for a pour on Friday for the slab for the storage tank area. Masons are on-site and have the walls almost complete for the chemical building. Plumbers are also on-site and are starting to do some yard piping and installing some of the ancillary piping for utilities. The generator pad is being formed today, and they are hoping to pour that within the next week or so.

Upon questioning, Mr. Pryor advised that the fuel tank has not been removed. It is still needed to keep the Gen-set running. After talking with the contractor, he feels it will be one of the last items to be done (after the new Gen-set is installed). He will be meeting with the general contractor next week, and is hoping to get a proposed timeline from them during that meeting. He will email a copy to the WBA members upon receipt. Looking at the initial schedule submitted, some of the items weren't supposed to start until this winter; so he estimates the project is on schedule ... it just isn't in the same sequence. Additional equipment has been received for the denitrification process (two blowers). They are currently housed in the garage, but the contractor is making provisions to store them off-site until they are needed.

Leiter Pryor noted there are currently no change-orders, but he is aware there is one “in the works”. This was an issue discussed previously regarding the generator sitting higher because of the fuel tank. (The original submission showed a fuel tank with only a few hours of fuel storage; and several days' worth is needed.) As the tank will be larger, it will raise the height of the controls. A set of pre-fabricated steps will be added to the control panels, which is fairly minor.

Mr. Pryor provided a breakdown of the current costs for the project – that information was reviewed, along with projections based on a 10% sewer rate increase to be effective 10/01/2012. Mr. Pryor noted that rate increases are approved by resolution, which he will prepare for execution at the next meeting. Allen Stine made a motion to increase sewer rates by 10%, effective 10/01/2012, based on Mr. Pryor's recommendation. Lee Layman seconded; the motion passed unanimously.

Leiter Pryor added that the two (2) new recirculating pumps have also been installed. Start-up is scheduled for the morning of 08/30.

UPDATE – NORTH CHURCH STREET WATER MAIN: Leiter Pryor reported that final drawings and the PENNDOT permit have both been received for the N. Church Street water line project. Actual work will begin next Tuesday with saw-cutting of the road (Pro Concrete). Flagger Force will be used for traffic control, as the Maintenance Department's manpower is down; and John Kahl will be doing excavation work. The Engineering Department has been coordinating signage and traffic patterns. Mr. Pryor noted that the pipe and valves have been ordered and received. He noted that \$125,000 was budgeted for the project; and Mr. Pryor prepared a requisition in the amount of \$100,000 as seed money for the Borough. It is estimated that the project will take approximately five (5) weeks for completion in early to mid-October.

UPDATE – I & I TV GROUTING: Leiter Pryor reported that smoke testing was done throughout the collection system and several problems were discovered (including cracked laterals in yards, roof drains connected to the sanitary sewer and a problem with the storm sewer on Seventh Street). TV work will be done during the winter months, once the N. Church Street water line project has been completed. Letters were sent to the property owners where issues need to be addressed, with instructions that the repairs must be completed within 90 days. WBA members concurred with the timeframe.

SEVENTH STREET SEWER LINE REHABILITATION: Leiter Pryor advised that a bad section of pipe was discovered on Clayton Avenue, at the Seventh Street alley leading into the parking lot at the former Tool Company foundry. A temporary repair was made on the collapsed line, but additional work will be required. The Engineering Department is reviewing the matter and will prepare a recommendations and cost estimate. Mr. Pryor was instructed to review the costs and make a proposal regarding funding the repair work. It was confirmed that there is a right-of-way through the area in question.

WEST BRANCH FARMS LANDOWNER AGREEMENT: WBA members were provided with a copy of the Land Application Agreement for West Branch Farms. Mr. Pryor noted that Material Matters did an initial evaluation of the property and estimated 200+ permitted acres for land application at the farm. The property owners have agreed and executed their portion of the agreement. Material Matters' price estimate for permitting the farm was \$24,600.

Discussion followed regarding the possibility of selling biosolids to farmers for land application, as there are municipalities in other areas who are doing this. Mr. Pryor noted that they apparently produce better quality sludge (Class 1 biosolids) than Waynesboro's plant, which is not set up to refine it that much. (Waynesboro's sludge is Class 2.) He feels that it is a good cooperative effort with the farmers; and, quite frankly, is not sure that the farmers would be willing to pay for it.

Lee Layman then made a motion to authorize execution of the Land Application Agreement with West Branch Farms. Christopher Snively seconded; the motion passed unanimously. Discussion followed regarding funding this venture. Mr. Pryor noted there is nothing in the 2012 budget; but operationally, they are running well under budget and could probably come up with the money easily. He noted there is currently a little over \$1,000,000 in the Sewer Revenue Fund (because of past rate increases), which could also pay for it. Lee Layman made a motion to authorize Material Matters to get this site

approved for land application (payment to be taken from the Sewer Revenue Fund). Allen Stine seconded; the motion passed unanimously.

Leiter Pryor also advised the WBA that the general permit for the application of biosolids is up for renewal in April of 2013. He noted that renewal applications are requested 180 days prior to expiration, and cost \$500.

AT&T EQUIPMENT UPGRADE REQUEST: Mr. Pryor explained that the structural review was conducted by Gannett Fleming – additional notations were required on the drawings (which has been taken care of). He noted that a draft document was returned, however AT&T is not pleased with the requested increase of \$750 for a 2.5' dish on the tank. AT&T came back with the Industry standard of \$100/ft. diameter, and proposed a counter-offer of a \$250/month increase plus an escalator of 15% per term. (This would calculate to \$1750; then \$2012.50 at the next term). Lloyd Reichard suggested telling them that 15% escalator would be satisfactory, but the WBA wants a total increase of \$500/month. After discussion, WBA members agreed. Mr. Pryor was instructed to contact AT&T regarding this request; and if they agree, he is to poll WBA members and then proceed.

SHENTEL EQUIPMENT UPGRADE REQUEST: Mr. Pryor reported that Shentel has agreed to the WBA's requested increase of \$750/month. The engineering review is complete – one minor note on the drawing needed to be changed (which has been done). Mr. Pryor has advised Shentel that the Land Use Permit will not be issued until a signed copy of the Lease Agreement Amendment and a check for the engineering costs has been received. They have since provided a purchase order in the total amount for the engineering work; and Mr. Pryor asked for the WBA's approval to proceed. Allen Stine made a motion to approve the amended agreement from Shentel. William Pflager seconded; the motion passed unanimously.

ANTIETAM DAM INSPECTION REPORT: Chairman Fleagle noted that WBA members received a copy of the 2012 Antietam Dam Inspection Report, which was quite favorable. Discussion followed regarding a leakage in the conduit pipes, and Mr. Fleagle suggested that a repair plan be prepared. Mr. Pryor was instructed to obtain a proposal for this needed repair to be done professionally. It was noted that the Water Plant personnel continues to do a good job of keeping the dam area maintained. Mr. Pryor also noted that a reference will be made in DEP's Source Water Protection Study for the innovative "horse bar" mechanism installed at the control tower. Lee Layman made a motion to accept the 2012 Antietam Dam Inspection Report, as presented. William Pflager seconded; the motion passed unanimously.

ADDITIONAL ITEMS: Mr. Pryor referenced correspondence received from Rhoads & Sinon, LLP, indicating that the Authority's Mortgage Revenue Note (Quincy Retirement Community Project), Series of 2007, dated as of August 16, 2007, has been satisfied in full as of August 15, 2012.

WBA members also received an Invitation from the Mont Alto Municipal Authority to attend an Open House for their newly-renovated wastewater treatment plant on 09/15.

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

Water Construction Fund Requisition #WC-101 - Dennis E. Black Engineering, Inc. - \$4,236.88
- Professional Services re: North Church Street Water System Improvement Project from
July 7, 2012 to July 20, 2012

Water Construction Fund Requisition #WC-102 - Borough of Waynesboro - \$100,000.00 - North
Church Street Water Line Project

Water Revenue Fund Requisition #12-24 - Gannett Fleming Companies - \$506.30 - Water system engineering services related to the performance of the duties of the Authority's consulting engineer as authorized under the Annual Services Agreement for the period of June 30, 2012 through July 27, 2012

Water Revenue Fund Requisition #12-25 - Gannett Fleming Companies - \$2,984.28 - Water distribution system evaluation including extended period simulation, water age simulation and fire flow analysis for the period of June 30, 2012 through July 27, 2012

Water Revenue Fund Requisition #12-26 - Gannett Fleming Companies - \$489.38 - Microwave dish for AT&T on water tank at 341 N. Broad Street in Waynesboro (AT&T Site 10084836) for the period of June 30, 2012 through July 27, 2012

Water Revenue Fund Requisition #12-27 - Dennis E. Black Engineering, Inc. - \$3,950.05 - Professional services re: 2012 Antietam Dam Inspection and Report for the period of July 7, 2012 to July 20, 2012 (\$2,895.00) and for the period of July 21, 2012 to August 3, 2012 (\$1,055.05)

Sewer Construction Fund Requisition #986 - Gannett Fleming Companies - \$1,052.70 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of June 30, 2012 through July 27, 2012

Sewer Construction Fund Requisition #987 - Gannett Fleming Companies - \$10,996.80 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of June 30, 2012 through July 27, 2012

Sewer Construction Fund Requisition #988 - Gannett Fleming Companies - \$18,084.10 - Construction Management related to WWTP Nutrient Upgrade Project for the period of June 30, 2012 through July 27, 2012

Sewer Construction Fund Requisition #989 - Kinsley Construction, Inc. - \$256,564.66 - Estimate No. 6 for Contract One - General Construction (Wastewater Treatment Plant Upgrade) for work performed up to and including July 31, 2012

Lee Layman seconded; the motion passed unanimously.

EXECUTIVE SESSION: WBA members adjourned to executive session at 4:02 p.m. and reconvened to regular session at 4:35 p.m.

Having no further business to discuss, the meeting then adjourned at 4:40 p.m. on a Stine/Layman motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant