

WAYNESBORO BOROUGH AUTHORITY

DECEMBER 18, 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

APPROVE MINUTES: Lee Layman made a motion to approve the minutes of the November 13, 2012 meeting, as written. William Pflager seconded; the motion passed unanimously.

UPDATE - SEWER PLANT UPGRADE: Leiter Pryor reported that the general contractor is continuing work on the denitrification building, and the subcontractor is doing excavation to install the influent/effluent lines to that building to and from the pumping station. As it is a very congested area (with utility lines), the digging has been really slow. Water service to the plant and golf course was terminated yesterday, and it will be out-of-service until the new large lines are installed (approximately 1-1½ weeks). Temporary service to the control building was installed, but there is not much need at the golf course during this time of year. A porta-potty has been ordered, however, for two (2) weeks, at a cost of \$70. The HVAC contractor is also on-site and is working (coordinating with UGI) on finalizing the installation of permanent gas service, which should be done shortly after Christmas.

Mr. Pryor advised that there are several change orders “in the works”. The first change order was for relocation of the water line on the top portion of the plant, in the amount of \$22,602.. The second change order was a credit due the WBA in the amount of \$18,851 from the pilings; and several smaller items were combined in this change order, including a modification on the drain lines to the chemical storage tanks (\$4,306.50) and electrical integration of a pre-engineered building for the methanol feed system (\$2,341.90), netting a total credit of \$12,202.60. Mr. Pryor noted that Gannett Fleming verbally approved both change orders. Chairman Fleagle stated that the WBA will not approve any change orders in the future unless Gannett Fleming has signed-off on them.

Mr. Pryor commented that there is an issue with the skylights on the roofs of the control building and garage. Both roofs are being replaced, and the WBA discussed replacing

the existing skylights; but the drawing wasn't clear on the garage. There are three (3) skylights, but the drawing indicated "replace skylight" with an arrow to the center skylight only. The contractor assumed that only one (1) skylight was being replaced. Mr. Pryor noted that he is discussing this issue with Gannett Fleming, because he feels this was an oversight on their part. He added that the bid specifications state "replace per drawing" with regard to the skylights. Discussion regarding the need for skylights continued; and it was noted that they provide additional lighting, but can cause problems in the future. As these skylights don't serve a necessary purpose, it was decided that they could be deleted. Mr. Pryor added that this was just discovered yesterday, and he has no cost information to consider. WBA members agreed that once the information is received, Mr. Pryor is authorized to make a decision on the matter.

Christopher Snively made a motion to approve the two (2) change orders, as presented, in the amounts of \$22,602 and a credit of \$12,202.60. William Pflager seconded; the motion passed unanimously.

Mr. Pryor commented that the WBA is paying D. L. George for storage of equipment included in the pre-purchase agreement with ITT, but the contractor will be making arrangements directly with D. L. George for the storage of additional equipment.

He also advised that the project is reportedly "on schedule", as was discussed at the last job meeting. There is every indication that the contractor(s) will meet the 06/01 substantial completion date, and they are hoping for start-up in mid-April. WBA members will take a "walk-thru" at the construction site when Mr. Pflager is in town during the holidays.

NORTH CHURCH STREET WATER MAIN UPDATE: Leiter Pryor stated that the North Church Street water main project is completed. The project total at this time is \$298,000, and \$313,000 was budgeted. Chairman Fleagle reported that he attended Council's first meeting in December to advise that the WBA was very pleased with work done on this job by the Borough's Maintenance and Engineering Departments. Some positive comments have also been received from residents regarding the increased pressure. (There are approximately 60 services on that line.)

Mr. Fleagle asked when the report on the water system study will be available for review from Gannett Fleming. Mr. Pryor stated that he and Scott Crum still need to talk with them about various recommendations for fire protection. He is hoping to have information for discussion at the next WBA meeting.

CORRESPONDENCE - DR. JOSEPH ENGLEBRECHT, JR.: Mr. Pryor noted that Dr. Engelbrecht contacted him to inquire if the WBA would be interested in purchasing a one (1) acre piece of mountain land off the road leading to the reservoir. Solicitor Reichard stated that an appraisal will be required for justification on any offer made. Mr. Pryor has obtained a \$200 quote from an appraiser in Chambersburg, which WBA members agreed to pursue. Mr. Pryor was instructed to correspond with Dr. Engelbrecht that the WBA is interested in the property, but is required to obtain an

appraisal prior to making an offer to purchase it. WBA members agreed.

2012 AUDIT PROPOSAL: Lee Layman made a motion to approve Smith Elliott Kearns & Company's proposal to conduct the WBA's 2012 audit for a price of \$7,900. Allen Stine seconded; the motion passed unanimously.

DEP PRESENTATION ON SOURCE WATER ASSESSMENTS: Mr. Pryor noted that several WBA members attended a presentation by DEP on source water assessments for all water systems in the state. The last one for Waynesboro was done in 2004; but because the new well has been placed on-line, they felt it would be good to conduct another. They advised that WBA is fortunate to have the control they have of the watershed (almost the entire watershed is owned by the WBA and DCNR), and there are very few vulnerabilities with regard to industries or commercial concerns. DEP officials spoke with Beth Brantley and Craig Houghton (Penn State Forestry Department), who discussed some of their plans for upcoming events on the watershed. They will attend an upcoming WBA meeting to discuss these events further, including the use of a summer intern to do some maintenance work on the watershed. Mr. Pryor will provide the WBA with his recommendations on some of the projects that could be done by the intern(s), as well as a proposed hourly rate.

Mr. Stine suggested that it might be a good idea to test Well #1, as additional ground for wellhead protection might be needed if it isn't pursued in the near future. Otherwise, all the money already spent at that site could be wasted. Leiter Pryor mentioned that a permit may be required in order to discharge at that location, but he could check into the matter. Mr. Pryor was requested to "put together a plan" (he noted he may need to consult with Gannett Fleming in the process). Chairman Fleagle mentioned that the plan should also include identifying an area at the west end of Waynesboro.

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

Water Construction Fund Requisition #WC-105 - Borough of Waynesboro - \$88,000.00 - North Church Street Water Line Project (Estimated Final Payment)

Water Revenue Fund Requisition #12-37 - Gannett Fleming Companies - \$313.08 - 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 September 22, 2012 through November 2, 2012

Water Revenue Fund Requisition #12-38 - Gannett Fleming Companies - \$3,242.16 - Water distribution system evaluation including extended period simulation, water age simulation and fire flow analysis for the period of September 22, 2012 through November 2, 2012

- Sewer Revenue Fund Requisition #SA-82 - Material Matters, Inc. - \$210.00 - Environmental services in connection with locating and qualifying new farm sites under ADEPT Chapter 271 for beneficial use of biosolids for the period of July 21, 2012 to August 31, 2012
- Sewer Revenue Fund Requisition #SA-83 - Material Matters, Inc. - \$525.00 - Environmental services in connection with locating and qualifying new farm sites under ADEPT Chapter 271 for beneficial use of biosolids for the period of September 1, 2012 to September 28, 2012
- Sewer Revenue Fund Requisition #SA-84 - Material Matters, Inc. - \$195.00 - Environmental services in connection with the submission of an application for a PAG-08 General Permit for the period of September 1, 2012 to September 28, 2012
- Sewer Revenue Fund Requisition #SA-85 - PA Department of Environmental Protection - \$1,250.00 - Annual Fee for NPDES Permits under Chapter 92A (Permit #PA0020621 - Waynesboro STP)
- Sewer Construction Fund Requisition #996 - PSI Pumping Solutions, Inc. - \$108,756.00 - Estimate No. 2 for Contract Four (Electrical Work - Wastewater Treatment Plant Upgrade) for work performed up to and including October 31, 2012
- Sewer Construction Fund Requisition #997 - Kinsley Construction, Inc. - \$161,578.14 - Estimate No. 9 for Contract One (General Construction - Wastewater Treatment Plant Upgrade) for work performed up to and including October 31, 2012
- Sewer Construction Fund Requisition #998 - Kinsley Construction, Inc. - \$316,046.30 - Estimate No. 10 for Contract One (General Construction - Wastewater Treatment Plant Upgrade) for work performed up to and including November 30, 2012
- Sewer Construction Fund Requisition #999 - Gannett Fleming Companies - \$159.00 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of August 25, 2012 through September 21, 2012
- Sewer Construction Fund Requisition #1000 - Gannett Fleming Companies - \$1,670.25 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of September 22, 2012 through November 2, 2012

Sewer Construction Fund Requisition #1001 - Gannett Fleming Companies - \$8,145.30 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of August 25, 2012 through September 21, 2012

Sewer Construction Fund Requisition #1002 - Gannett Fleming Companies - \$5,280.30 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of September 22, 2012 through November 2, 2012

Sewer Construction Fund Requisition #1003 - Gannett Fleming Companies - \$2,941.12 - Construction Management related to WWTP Nutrient Upgrade Project for the period of August 25, 2012 through September 21, 2012

Sewer Construction Fund Requisition #1004 - Gannett Fleming Companies - \$6,743.33 - Construction Management related to WWTP Nutrient Upgrade Project for the period of September 22, 2012 through November 2, 2012

Sewer Construction Fund Requisition #1005 - D. L. George & Sons - \$200.00 - Leased Space for Wastewater Plant Upgrades (October and November, 2012)

Lee Layman seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 4:14 p.m. on a Snively/Layman motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant