

# WAYNESBORO BOROUGH AUTHORITY

MAY 17, 2011

## MINUTES

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 7:30 p.m. with the following in attendance –

Borough Authority Members – Jon Fleagle, Christopher Snively and Lee Layman

\_\_\_\_\_ (S. Allen Stine and William Pflager were absent)

\_\_\_\_\_ Borough Staff – S. Leiter Pryor, Director of Borough Utilities

D. Lloyd Reichard, II, Authority Solicitor

**UPDATE - SEWER PLANT UPGRADE:** Leiter Pryor shared an updated site plan he received earlier that day, which included moving the denitrification building up the hill. He reviewed locations for the proposed new buildings, and explained that they will loop the driveway around the digester and back to Cemetery Avenue for the delivery of chemicals.

Preliminary drawings were reviewed showing the floor plan and size of the chemical buildings. Mr. Pryor noted that Gannett Fleming had asked him to present several questions they would like answered at this meeting; and WBA had several questions also for Leiter Pryor to pose to Gannett Fleming. Drawings were shown of the filter building. Leiter Pryor explained the process to be done in this area; and reported that he had discussed the bathroom issue with Lloyd Hamberger and Mike Cermak. WBA can appeal the UCC (Building Code) on a local level; and if the local Board approves unisex bathrooms, they can be done.

After further review of the drawings, Chairman Fleagle recommended that a meeting be held with Gannett Fleming to discuss the fact that the plans seem to be “out of control”. As Mark Malarich had indicated that the drawings are approximately 65% complete, this meeting should take place in the very near future before the plans have been completed. WBA members were in agreement that there is a lot of wasted space and the building could possibly be made more compact. Leiter Pryor and Gordon Cruickshanks were also instructed to review the plans and provide a list of additional questions for review during the meeting. May 25<sup>th</sup> was suggested for a possible meeting date.

Christopher Snively made a motion to authorize Leiter Pryor to proceed with appeal of the Building Code requirement for mens’ and womens’ ADA bathrooms at the Sewer Treatment Plant. Lee Layman seconded; the motion passed unanimously.

**PENNVEST RESOLUTION TO APPLY:** Leiter Pryor presented proposed Resolution 2011-03, which will approve submission of the PENNVEST application. He noted that the application will be signed electronically the following morning. Lee Layman made a motion to authorize execution of Resolution 2011-03 to apply for PENNVEST funding. Christopher Snively seconded; the motion passed unanimously.

Mr. Pryor added that there are several other documents which need to be executed in conjunction with that resolution, including a Letter of Responsibility, an EPA Certification and Bid Specification Certification. WBA members concurred with execution of these required documents.

**H2O - PA GRANT AWARD:** Chairman Fleagle reported that the WBA was awarded an H2O grant in the amount of 10% of the requested funding, and several documents are required to be executed for this grant. Christopher Snively made a motion to approve execution of the H2O grant documents. Lee Layman seconded; the motion passed unanimously.

**INTERIM FINANCING - STP:** Leiter Pryor reported that he attended a meeting with Susquehanna Bank representatives a week ago, and all seems to be in order. He explained that the bonds will be refunded at the end of the month; and documents will hopefully be ready for execution at the next Authority meeting for the interim financing.

Discussion followed regarding a “back-up” plan in case PENNVEST funding doesn’t come through. Mr. Pryor noted this was discussed at his meeting with Susquehanna Bank, and he reported that it can be done through conventional bank financing. RFP’s will be required and Susquehanna Bank has offered to assist. It was noted that the PENNVEST application will be submitted on 05/18 for consideration at a meeting in June. There may be an additional selection meeting later in the year ... but if the WBA is not selected for funding at that time, they are “out of the game”. WBA members agreed that long-term financing should be pursued in the near future; and Chairman Fleagle will correspond with local legislators to request their assistance.

Leiter Pryor requested the Authority’s approval of several transfers needed for the bond payment. Accordingly, Christopher Snively made a motion to authorize Leiter Pryor to transfer \$1,016,303.13 from the Water Revenue Fund and \$816,171.45 from the Debt Service Reserve Fund to pay off the water system debt. Lee Layman seconded; the motion passed unanimously.

Mr. Pryor also noted that Tim Anderson recommended the Board take action to authorize all other necessary action to conclude the redemption and defeasance of the bonds. Christopher Snively seconded; the motion passed unanimously.

Chairman Fleagle instructed Mr. Pryor to ensure that the money that would have been paid on the bonds (for the remainder of this year and the next few years) is transferred into the Construction Fund. Leiter Pryor will provide the WBA with a listing of the scheduled transfers.

After a brief discussion on various fund balances, it was mentioned that the WBA should begin looking to secure another well site for future development. Chairman Fleagle suggested that the west end of town might be a good possibility. He asked Mr. Pryor to list “Source Development in Western Indirect Area” on his monthly list of “Things to Do”.

**BIOSOLIDS PROGRAM - STP:** Leiter Pryor reported that the biosolids program is “back up and running”. The winter inventory has been hauled to the Gayman Farm, as well as sludge from the primary and secondary digesters. Personnel continues to do weekly Molybdenum sampling – they are still getting “spikes” and are trying to figure out where they are coming from. Chairman Fleagle suggested that “Molybdenum Testing” be added to Mr. Pryor’s “Things to Do” list.

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

Sewer Requisition #934 - Dennis E. Black Engineering, Inc. - \$1,018.50 - Review of Stormwater Management Plan - Wastewater Treatment Plant Upgrade (April 1, 2011 to April 30, 2011)

Sewer Revenue Fund Requisition #SA-61 - Gannett Fleming Companies - \$85,778.11 - Engineering services to the Waynesboro Borough Authority associated with the upgrade and rehabilitation of its wastewater treatment plant for the period of January 29, 2011 through February 25, 2011

Sewer Revenue Fund Requisition #SA-62 - Gannett Fleming Companies - \$4,628.85 - Engineering assistance to the Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project for the period of January 29, 2011 through February 25, 2011

Lee Layman seconded; the motion passed unanimously.

Leiter Pryor noted that he has received an electronic copy of the 2010 WBA audit. Hard copies should be available for distribution to WBA members at the next meeting. They agreed to review it; and if there are questions for Smith Elliott, they will be requested to attend a meeting to provide a detailed explanation.

Having no further business to discuss, the meeting adjourned at 8:47 p.m. on a Layman/Snively motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Administrative Assistant