

# WAYNESBORO BOROUGH AUTHORITY

JULY 20, 2010

## 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 – Lee Layman, S. Allen Stine, William Pflager, Christopher Snively and Jon Fleagle

\_\_\_\_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 June 15, 2010 meeting, as written. William Pflager seconded; the motion passed unanimously.

**PUBLIC IN ATTENDANCE:** Wayne Bartholow, 35 N. Grant Street, was present. He recently received a copy of the Consumer Confidence Report in the mail and had several questions.

Regarding the new source of water (groundwater well) that was added in September, 2009, Mr. Bartholow asked where that water goes. Leiter Pryor explained that it mixes with the other water throughout the system. It is distributed based on system demand, but the largest user would be Tyco. The Borough's monitoring program was also discussed.

Mr. Bartholow has reviewed WBA minutes from previous meetings, and noted his concern regarding vehicles being stored on the adjacent property (because of any leaking fluids, etc. which could affect the groundwater in the area).

Mr. Bartholow also noted that he read recently in the newspaper that Councilman Martin requested the Borough look into the capability of ACH debits from customers' checking accounts (upon request) or making payments online for utility bills. He commented that this would be a great convenience.

**WELL - 2 UPDATE:** Leiter Pryor reported that they are still running the well approximately 12 hours per day, Monday thru Friday, and "letting it rest" over the weekend. Based on information received from Gannett Fleming, it appears that it will soon be time to chemical-clean the membranes. ITT will return to instruct the staff on the cleaning; and Mr. Pryor will meet with the supplier to order the appropriate cleaning solutions. This work will be done within the next several weeks, and should be done on an annual basis.

Mr. Pryor advised that he spoke recently with Mr. Long about his spring. He stated that it stopped running around the beginning of July, but it had been running "fine" up until that point. Mr. Long seems to feel that the WBA's well is causing the problem, but Mr. Pryor noted he sees no correlation. He will prepare a spreadsheet of the well data and provide it for review at the next Authority meeting. Mr. Pryor reminded WBA members that a hydrogeological study was conducted prior to their development of the well, and the study indicated that the well should not impact the spring. Mr. Fleagle instructed the staff to continue monitoring, and to measure the amount of rainfall in the area also.

Mr. Pryor noted that Gannett Fleming made a presentation recently at a conference in San Diego on the benefits of membrane technology. He will attempt to obtain a copy of their presentation board (and

perhaps have it framed for display in the WBA's meeting room).

RESIDENTIAL SPRINKLER SYSTEMS: Mr. Pryor provided a recommended change to the WBA Rules and Regulations regarding Residential Sprinkler Systems, based on conversations held at previous meetings. Scott Crum reported that the curb box lids mentioned can be purchased from L/B Water. Chairman Fleagle suggested that the staff review pertinent sections of the new Building Code to ensure they are in compliance. Christopher Snively made a motion to adopt the rules and regulations regarding Residential Sprinkler Systems, as presented. Allen Stine seconded; the motion passed unanimously.

2009 WATER AND SEWER AUDITS: Leiter Pryor provided copies of the audit report from Smith Elliott Kearns & Company, which included information regarding their procedures for performing the audit, their discoveries in performing audit, and items which require improvement.

Several items requiring attention were trustee matters. Since their responsibilities are clearly defined in the trust indenture, Chairman Fleagle noted it may be necessary to remind them of such. There was also a section regarding the handling of cell tower rents received. Apparently they were received by the Treasurer, but not deposited for several months. When they were finally deposited, it was in a Borough "holding account" and transfers were to be made at the end of the year. However, the auditors state that there were differences which were "unable to be reconciled". Leiter Pryor indicated that he had discussed this matter several times with Mr. Hamberger, but it was not resolved. Mr. Fleagle noted that he will arrange a meeting with Mr. Hamberger and Lee Layman (WBA Treasurer) to review the PLGIT account where the checks are to be deposited. Mr. Fleagle instructed Leiter Pryor to make record of what is done to correct the deficiencies noted by the auditors.

The 2009 Water and Sewer audits will be placed on the WBA's agenda for further discussion.

RESOLUTION AFFIRMING 15% SEWER RATE INCREASE: Chairman Fleagle reported that he made a presentation to Borough Council members at their workshop held on July 7<sup>th</sup> to inform them about the required upgrade project at the Sewer Plant and recommendations from the WBA regarding rate increases. Council agreed with their recommendations and passed a resolution increasing the sewer rates by 15%, effective August 1<sup>st</sup>. In order to keep things consistent, the WBA should re-affirm the rate increase. Christopher Snively made a motion to adopt a resolution for the proposed rate increase. William Pflager seconded; the motion passed unanimously.

### RESOLUTION

WHEREAS, the Waynesboro Borough Authority has determined that a sewer rate adjustment is necessary to meet the current and future needs of the Waynesboro sewer system, and

Complete copy on file at Borough Hall.

LINE OF CREDIT PROPOSALS: Jon Fleagle noted that discussion was held at the last meeting regarding the draw-down of funds with regard to the sewer plant upgrade project. The WBA authorized Mr. Pryor to solicit proposals on a \$250,000 revolving line-of-credit to provide funds if any problems should arise and there is not sufficient money available for repairs, etc. He is currently waiting for one (1) additional response, and will present a tabulation of the submissions at the next meeting.

AWOP AWARD - WATER PLANT: Leiter Pryor advised that the Waynesboro Water Plant was recognized by EPA and DEP for the third straight year. The award will be presented during a conference in State College during the first week of August. He requested permission for Tom Brennan (Chief Operator) and Ray Wagaman (Operator) to attend.

Chairman Fleagle instructed Mr. Pryor to convey to the plant's personnel that the WBA appreciates their hard work.

UPDATE ON ONE CALL NOW SYSTEM: Leiter Pryor reported that the new system is "in place".

AGREEMENT WITH AT&T (CINGULAR) RE: GENERATOR: Mr. Pryor noted that Lloyd Reichard had reviewed the proposed agreement with AT&T (Cingular) regarding the proposed generator at the standpipe, and had no issues with it. Accordingly, Allen Stine made a motion to execute the agreement, as presented. Lee Layman seconded; the motion passed unanimously.

GREASE PROBLEM BEHIND FOE: Leiter Pryor reported there was a grease problem recently behind the FOE on WTMA's transmission line going into the WBA's pumping station. The "bottom line" is that the FOE will be required to install a grease trap.

SIX-MONTH BUDGET INFORMATION: Mr. Pryor provided Authority members with six-month budget information, for their review.

DAMAGE TO DEER FENCE: Leiter Pryor reported that vandals damaged the deer fence installed recently by Mont Alto Campus off of Coldspring Road. A police report has been filed, and Mont Alto Campus is repairing the fence.

BUILDING AT ZULLINGER WELL SITE: Jon Fleagle asked about the condition of the building at the Zullinger well site. Allen Stine reported that numerous shingles were blown off and damaged in a recent windstorm. After discussion, Allen Stine made a motion to authorize Mr. Pryor to have the building re-roofed. William Pflager seconded; the motion passed unanimously.

PAY BILLS: William Pflager made a motion to approve the payment of the following requisitions –

- Water Requisition #10-13 - Borough of Waynesboro (Water Fund) - \$304,100.00 - 3<sup>rd</sup> Quarter Water Allocation
- Water Requisition #10-14 - Smith Elliott Kearns & Company - \$1,230.00 - Audit of financial statements and preparation and presentation of report thereon as of December 31, 2009 (less progress billings)
- Water Requisition #10-15 - Debbie J. Gift - \$1,644.05 - 2010/2011 Fiscal Year Real Estate Tax (Rattlesnake Run Road)
- Water Requisition #10-16 - Debbie J. Gift - \$356.83 - 2010/2011 Fiscal Year Real Estate Tax (Blue Rock Road)
- Sewer Requisition #918 - Smith Elliott Kearns & Company - \$820.00 - Audit of financial statements and preparation and presentation of report thereon as of December 31, 2009 (less progress billings)
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Sewer Requisition #919 - Gannett Fleming Companies - \$147.32 - Assistance to the Borough Authority with its H2O PA Grant Application to DCED for the Waynesboro WWTP upgrade project for the period of May 22, 2010 through July 2, 2010

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Sewer Revenue Fund Requisition #SA-55 - Borough of Waynesboro (Sewer Fund) - \$187,100.00 - 3<sup>rd</sup> Quarter Sewer Allocation

Lee Layman seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 8:49 p.m. on a Snively/Pflager motion which passed unanimously.

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**Respectfully Submitted,**

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**Melinda S. Knott**  
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**Administrative Assistant**