

WAYNESBORO BOROUGH AUTHORITY

JULY 21, 2009

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

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

APPROVE MINUTES: Christopher Snively made a motion to approve the minutes of the June 16, 2009 meeting, as written. Allen Stine seconded; the motion passed unanimously.

GREASE TRAPS: Chairman Fleagle noted that a discussion was held at the previous meeting regarding grease traps and the Township's Ordinance. He noted that the Borough's Plumbing Code (2000 International Plumbing Code) requires that grease traps be installed "to receive drainage from fixtures and equipment with grease laden waste located in food preparation areas such as in restaurants, hotel kitchens, hospitals, school kitchens, bars, factory cafeterias or restaurants in clubs". It does not, however, require them for individual dwelling units or private living quarters. It was noted that this would apply to new construction or modifications only (so if they received a building permit, Accredited Services would enforce this). Accordingly, it was noted that the new high school should have grease traps, as well as Tito's Mini Market, the Waynesburger Shop and The John Wallace (and the Hospital for their upcoming expansion). Leiter Pryor was instructed to contact Accredited Services regarding these establishments. It was further noted that Turkey Hill, Rutters and the Zullinger Packing Company have already installed grease traps.

SOURCE DEVELOPMENT UPDATE: Leiter Pryor reported that start-up went smoothly with regard to the actual process. DEP did a site visit and inspection; and they were "generally impressed" with the facility. The biggest issue that arose from that visit was that the chemical drums did not contain NSF60 certifications. The matter was discussed with the supplier (who, it was discovered, is a re-supplier). Accordingly, another supplier (Univar) is now being utilized. He added that they were very cooperative by honoring the current bid pricing.

The operations permit was received on July 7th, and water is being pumped into the system now on a daily basis. Mr. Pryor explained that there is still a communication issue between the well site and the main plant. Additional equipment has been ordered, but it will take approximately three (3) weeks for it to arrive. He added that there are several other minor outstanding items, including the hot water heater and the intrusion/fire alarm. Those should be resolved the following week.

Mr. Pryor also noted that there is a problem with the chemical feed portion of the process. The pumps (as specified) run too slow, which does not allow for a consistent and continuous feed rate. He is in the process of obtaining quotes for smaller pumps, but another module may be required to interface the new pumps with the existing system (this is being reviewed). The four (4) pumps will cost approximately \$800.00 each, and control modules will be approximately \$200.00 per station (for corrosion inhibitor and fluoride). Mr. Pryor noted he would like to get the Authority's approval tonight in order to keep this process moving.

Chairman Fleagle asked where the project stands financially, and Mr. Pryor noted it is still “tracking on budget”. He provided a spreadsheet, which included the requisitions being presented at this meeting for approval, to Authority members for review. Change orders were also discussed – an expansion tank was required to be installed, based on the inspection by Commonwealth Code Enforcement. The cost was \$1339.00, but a credit of \$2,000 was received back from a programming allowance. Final payment requisitions for Contracts 2 and 3 should be presented at the next meeting. Total costs at present are approximately \$2.2 million, and he is projecting the final costs to be on budget.

Mr. Pryor also noted that water quality is “great”. He conducted a taste test between water from the well and water taken from a faucet in Borough Hall. All at the meeting agreed there was not much difference (in fact, there were conflicting opinions about which water tasted better). Mr. Pryor added that he is quite pleased with the way the facility is running.

Allen Stine then made a motion to purchase the feed pumps and controllers, as requested by Mr. Pryor, at an approximate total cost of \$3,600.00. William Pflager seconded; the motion passed unanimously.

Mr Pryor noted he will advise Authority members when the well facility is turned on full-time (this may be the middle of August).

On a related matter, Mr. Pryor noted that water has been running over the spillway all summer.

BIOSOLIDS UPDATE: Mr. Pryor noted that the sludge clean-up is almost completed, but there were some “snags” with heavy material on the bottom of the digester. A memo was received from Material Matters about sampling that was done. The memo highlights the history of the problem and what has been done in attempting to identify where it came from. The findings indicate that the contamination probably came from a single discharge. Various facilities were toured, personnel interviewed and samples taken; but not a lot was found. Material Matters is looking into the legality of entering onto private property (particularly into confined space); and their “bottom line recommendation” is to keep looking for the source. In the interim, though, the digester needs to be back on-line and running properly. Mr. Pryor is hopeful that they can resume land application in the fall, but presumed that the state will require monthly PCB sampling.

NPDES PERMIT RENEWAL: Mr. Pryor noted that he has written a letter to DEP regarding conflicting dates received for a compliance report and the NPDES permit renewal to be submitted, but they have not yet replied. Some preliminary work has been done for the renewal; public notification letters have been mailed to the County Commissioners, Washington Township Supervisors and the Borough of Waynesboro; letters will need to be sent to significant industrial contributors to the system; and some data needs to be gathered. He added that no analyses will be done until the plant is “squared away”.

ENGINEERING STUDY UPDATE - SEWER TREATMENT PLANT: Mr. Pryor noted that Gannett Fleming has provided information regarding additional monitoring required for their study. He has reviewed the requirements with Gordon Cruickshanks and the Sewer Plant personnel, and those will begin in the near future after the plant has “settled down”. He will also work on gathering other information they requested as time permits.

WTMA OPEN HOUSE: WBA members have been invited to attend an Open House at WTMA’s new building on August 7th from 3-6 p.m.

AWOP AWARD: Chairman Fleagle advised that the Water Treatment Plant has again been selected to receive an Area-wide Optimization Program (AWOP) Award, which will be presented during an

awards ceremony on August 3rd at the Water Works Operators Association of PA Annual Conference in State College, PA. Leiter Pryor and Tom Brennan plan to attend. The Authority concurred.

ACCOUNTING/AUDIT UPDATE: Mr. Fleagle noted it is his understanding that the Borough hired an individual to work on accounting tasks. Mr. Pryor reported that Smith Elliott Kearns & Co. have advised that they are “wrapping up” the audit. As the Authority requested they attend a meeting to discuss it, it was suggested that they attend the August meeting for this purpose. The Authority concurred.

It was also noted that the Authority’s September meeting (and cookout) will be held at the Water Plant. Current and incoming Council members and the Mayor should be invited to attend.

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

Water Requisition #09-16 - Borough of Waynesboro (Water Fund) - \$310,003.00 - 3rd Quarter Water Allocation

Water Requisition #09-17 - Kathy A. Wishard (Tax Collector) - \$1,614.72 - 2009/2010 Fiscal Year Real Estate Tax for Rattlesnake Run Road

Water Requisition #09-18 - Kathy A. Wishard (Tax Collector) - \$350.46 - 2009/2010 Fiscal Year Real Estate Tax for Blue Rock Road

Water Construction Fund Requisition #WC-41 - Johnston Construction Company - \$42,543.78 - Construction of Well No. 2 Membrane Treatment Facility (Contract Two - General Construction) - Estimate No. 9 for work performed up to and including May 22, 2009

Water Construction Fund Requisition #WC-42 - Johnston Construction Company - \$6,276.84 - Construction of Well No. 2 Membrane Treatment Facility (Contract Two - General Construction) - Estimate No. 10 for work performed up to and including June 26, 2009

Water Construction Fund Requisition #WC-43 - Gannett Fleming Companies - \$29,631.20 - Construction Management Services related to Membrane Treatment at Well No. 2 for the period of May 23, 2009 through July 3, 2009

Sewer Requisition #902 - Gannett Fleming Companies - \$1,709.68 - Engineering services related to Initial Process Evaluation of the Waynesboro Wastewater Treatment Plant to achieve compliance with nutrient cap loads for the period of April 25, 2009 through May 22, 2009

Sewer Revenue Fund #SA-51 - Borough of Waynesboro (Sewer Fund) - \$246,515.00 - 3rd Quarter Sewer Allocation

Christopher Snively seconded; the motion passed unanimously.

Mr. Pryor presented Change Order #3 for Contract 2 in the amount of \$1339.00 for approval. Lee Layman made a motion to approve the Change Order, as presented. Allen Stine seconded; the motion passed unanimously.

Discussion ensued regarding a recent “Boil Water Notice” provided to Main Street residents. Mr. Pryor noted that the Maintenance Department issued that notice; and he has since spoken to Denny

Benshoff and Lloyd Hamberger regarding the need for specific information and required language to be included in the future.

Having no further business to discuss, the meeting adjourned at 8:37 p.m. on an Allen Stine/William Pflager motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant