

WAYNESBORO BOROUGH AUTHORITY

DECEMBER 20, 2005

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, Lee Layman and Richard Starliper
(Christopher Snively was absent)

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

SOURCE DEVELOPMENT UPDATE: Leiter Pryor provided the Authority with an update received from Tim Glessner with regard to the Water Supply Permit Application. He noted that all modules have been completed, and the design work is almost ready to be submitted with the permit application in January.

Gannett Fleming also revised the sizing of the proposed well building, and were able to decrease its size by 5 ½'. Revised drawings will be forthcoming.

Mr. Pryor noted that he has received the appraisal required for the DCNR grant for land acquisition. The appraised value came back at \$30,000/acre, which is consistent with the asking price. A revised application and plat plan indicating the reduced lot size will be submitted to DCNR. In addition, the proposed Agreement of Sale is being modified to reflect the new lot size, and utility work will be changed. Mr. Pryor is working with Lloyd Reichard on a modification, and will forward information to Craig McCleaf by the following week for his review.

Discussion followed regarding the Corps of Engineers grant. Richard Starliper made a motion to use Act 313 monies to pay for the engineering costs and construction management services. Lee Layman seconded; the motion passed unanimously.

The Authority requested additional information from Gannett Fleming regarding membrane filtration plants in the area, as they would like to tour/inspect a facility similar to the one being proposed prior to applying for the Innovative Technology Grant.

PROPOSED 20-DAY DELINQUENT ACCOUNT NOTICE POLICY CHANGE: Leiter Pryor informed the Authority that a change was made recently in the 20-day delinquent notice processing. He explained that, previously, the 20-day notices were printed and mailed in an envelope (at a cost of 37¢ each). The Borough is now following the same procedure as WTMA, whereby their 20-day notices are printed on the same stock as their water bill (but a different color), and mailed at the postcard rate. Ten-day termination notices are then mailed at regular postal rates, and the properties are posted. The Authority concurred with the change.

Discussion followed regarding the delinquent notice requirements. Lloyd Reichard was requested to research the matter to determine if the notification process can be shortened. The Authority also noted their desire to review penalty procedures and fees.

WATER/SEWER MAIN EXTENSION AGREEMENTS - MAJESTIC MEADOWS: Water and Sewer Main Extension Agreements for Majestic Meadows were presented. A total of 36 units are involved (14 single and 22 condominiums). Plans are to extend the 6" water line off King Street through the proposed development and tie into the existing 12" line on Brown Street. Richard Starliper made a motion to approve the Water Main Extension Agreement for Majestic Meadows. Lee Layman seconded; the motion passed unanimously.

The Authority then reviewed the Sewer Main Extension Agreement presented. Allen Stine made a motion to approve the Sewer Main Extension Agreement for Majestic Meadows. Lee Layman seconded; the motion passed unanimously.

DEP CORRESPONDENCE - NUTRIENT LOADING LIMITS: Leiter Pryor noted that information was received from Gannett Fleming indicating that DEP has rescinded the nutrient loading limits contained in their recent correspondence. Mr. Pryor noted that there is currently much discussion about this initiative in the legislature, and Gannett Fleming will provide the Authority with some recommendations for consideration after the first of the year. Leiter Pryor was instructed to provide some preliminary information regarding flow rates and nutrient testing throughout the various stages of process treatment. The Authority will also need to look at increasing plant capacity if nutrient reduction upgrades are required.

2005 AUDIT PROPOSAL: Leiter Pryor submitted a proposal from Smith Elliott Kearns and Company to conduct the Authority's audit on the 2005 Water and Sewer Funds, including GASB requirements. Their proposed cost is \$4,150.00. Richard Starliper made a motion to accept the proposal. Allen Stine seconded; the motion passed unanimously.

REQUEST FOR SEWAGE FACILITIES PLANNING EXEMPTION - RONNIE MARTIN: Mr. Pryor presented a Written Certification - Attachment to Sewage Facilities Planning Exemption Application Mailer regarding the Ronald C. Martin Subdivision for seven (7) units at Frick Avenue and W. Main Street. He explained that the Authority previously agreed to the sewer main extension for this subdivision, and this document certifies that capacity is available to receive/treat sewage flows from the proposed project. Lee Layman made a motion to grant the Sewage Facilities Planning Exemption for Ronnie Martin at Frick Avenue. Allen Stine seconded; the motion passed unanimously.

REQUEST FOR ANTENNA SPACE (THE WORD FM): Correspondence was received from The Rod FM Radio Station to erect an antenna on the N. Broad Street standpipe. The Authority discussed the matter and instructed Mr. Pryor to inform them that the "going rate" is \$1,500/month.

WATER AVAILABILITY - SKYHAWK DRIVE: Correspondence was received from WTMA regarding water availability for 77 units in the indirect water service area on Skyhawk Drive. After discussion regarding the matter, Richard Starliper made a motion to provide water service to the requested lots, provided that no construction activity take place until the plans are approved and signed by the Borough Engineer. Allen Stine seconded; the motion passed unanimously.

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

Source Development Fund (Water Requisition) #SD-116 - Ausherman Bros. Real Estate, Inc. -
\$500.00 - Appraisal (Vacant Land - Lot #2 and a portion of Lot #5, Parcel Q-6-41)

Lee Layman seconded; the motion passed unanimously.

AUTHORITY VACANCY: Authority members discussed a letter received from William Pflager regarding the soon-to-be-vacant position on the Authority. They concurred with recommending his appointment to Borough Council.

AUTHORITY RE-ORGANIZATION: Authority members agreed to hold their re-organization at the first regularly scheduled meeting in January, 2006.

Having no further business to discuss, the meeting adjourned at 8:50 p.m. on a Layman/Stine motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant