

**WAYNESBORO BOROUGH AUTHORITY**

**MAY 22, 2018**

**MINUTES**

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 6:00 p.m. with the following in attendance:

Borough Authority Members – Jon Fleagle, S. Allen Stine, Lee Layman and William Pflager (Niccole Rolls was absent)

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 April 17, 2018 regular meeting and the May 1, 2018 special meeting, as written. William Pflager seconded; the motion passed unanimously.

**WATER PLANT UPGRADE – ENGINEERING SERVICES PROPOSAL:** Mr. Pryor advised that he has received the Design and Bid Phase Engineering Services Proposal from Gannett Fleming for the Water Treatment Plant Upgrade; and the proposed scope of services was discussed. Lee Layman made a motion to authorize approval of the scope of services for the Water Treatment Plant upgrade, subject to a minor change mentioned during the discussion. Allen Stine seconded; the motion passed unanimously.

**WATER & SEWER MAIN EXTENSION APPLICATIONS (ARMORY ESTATES):** Mr. Pryor reviewed minutes from the WBA's October, 2015 meeting when they were presented with a proposed plan for 28 units in the Armory Estates development. Discussion regarding utility service was held with Lee Royer and the property owner, and it was agreed that the water line would be looped from Grandview Avenue to Grant Street and grinder pumps would be required for the sewer.

Applications for Water Main Extension and Sewer Main Extension were presented and reviewed. Detailed drawings and required deposits will be obtained, and Main Extension Agreements will be presented for consideration at a future meeting. It was noted that if streets in the development will be private, utility easements for maintenance will be required. In addition, it should be noted that property owners will be responsible for the grinder pumps and laterals (to the main); and the WBA's responsibility will be to maintain the pressure main and gravity sewer, however they will *not* be responsible for any sewer back-ups.

Allen Stine made a motion to accept the Applications for Water Main Extension and Sewer Main Extension for the proposed Armory Estates. William Pflager seconded; the motion passed unanimously.

**REMINDER – ANTIETAM DAM PROJECT MEETING WITH DEP:** Chairman Fleagle reminded members of the upcoming meeting in Harrisburg with DEP on Thursday (05/24) at 10:00 a.m.

**UTILITY BILLING SYSTEM UPDATE:** Mr. Pryor advised there is not a lot more to report. He is hoping to make arrangements in the near future for an on-site staff demonstration in Gettysburg.

**SEWER SYSTEM TV AND MANHOLE RESTORATION:** A proposal was received from Utility Services Group (USG), which is the same company that did work manhole restoration work last year. As they are on the Costars list, there is no need to bid for the work. Scott Crum has talked with the Maintenance Department about sewer lines that constantly need flushed (Mr. Pryor explained that only TV'ing will be done at this point and money can be placed in the 2019 budget for the grouting, etc. that needs to be done) and rehab work will continue on the manholes slated previously. He added that the PA One Call System now requires that all lines be televised prior to root cutting. The proposal received was for \$56,934 and \$60,000 was budgeted for 2018. William Pflager made a motion to approve USG's proposal, as presented. Allen Stine seconded; the motion passed unanimously.

**SOURCE DEVELOPMENT UPDATE:** A proposed agreement with 316 Properties, LLC was drafted following an initial discussion with Cy Geesaman, who seemed amicable for a test well to be drilled on his property. WBA members reviewed a map of the property and locations recommended for test drilling by Gannett Fleming. Clarification will be required to ensure that Sites #1 and #3 are indeed located on this property. WBA members concurred that if the proposed agreement is satisfactory with Solicitor Reichard, Mr. Pryor could provide a draft copy to Mr. Geesaman for review/comment.

**ADDITIONAL ITEMS FOR DISCUSSION:**

- Free water customers – Mr. Pryor noted that he has located several agreements and will continue searching further.
- Update on Mandatory Sewer Connection Ordinance – Mr. Pryor noted that the matter has been referred to the Borough's Utility Committee.
- Reimbursement for Memorial Bridge – an update will be requested from Kevin Grubbs.
- Road to impounding dam – Mr. Pryor noted that the PA Fish & Game Commission previously maintained the road, however it is now in bad shape due to funding cuts. He will pursue the matter to determine if there is any type of maintenance agreement on record.

**PAY BILLS:** Lee Layman made a motion to approve the payment of the following requisitions –

**Sewer Revenue Fund Requisition #SA-223** – Borough of Waynesboro (Clearing Account) - \$11,454.67 – Overpayment (Duplicate Transfer on 05/17/2018 for 04/23/2018 – 04/29/2018)

**Sewer Revenue Fund Requisition #SA-224** – Gannett Fleming, Inc. - \$506.90 – 2018 Annual Services for the period of March 3, 2018 through March 30, 2018

**Sewer Revenue Fund Requisition #SA-225** – A & H Equipment - \$2,370.70 – Invoice #D08177

**Water Revenue Fund Requisition #18-16** – Borough of Waynesboro (Clearing Account) - \$21,021.27 – Overpayment (Duplicate Transfer on 04/23/2018 – 04/29/2018)

William Pflager seconded; the motion passed unanimously.

Having no further business to discuss, the Authority adjourned to executive session at 6:58 p.m.

Respectfully Submitted,

Melinda S. Knott  
Office Supervisor