

WAYNESBORO BOROUGH AUTHORITY

JUNE 19, 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, Lee Layman, S. Allen Stine and William Pflager (via videoconference); 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 May 22, 2018 regular meeting, as written. Allen Stine seconded; the motion passed unanimously.

UTILITY PLAN – OTTERBEIN CHURCH BUILDING: Representatives from Otterbein Church were in attendance to discuss the proposed utility plan for their new multi-purpose building to be constructed on Welty Road. Mr. Pryor explained that they are proposing to run a 6” fire line into a vault and split off a 1½” domestic line to feed the new building; and off of that 1½” line, they want to tie their existing 1” line to the restrooms at the park. He noted that he has no problems with this plan. Tap fees will be involved – discussions about future service requirements were held previously, and the WBA indicated they would grant a credit for the 1” line against their service requirement for the building.

Discussion was held regarding the EDU’s for sewer service for a building of this nature. It was noted that the maximum occupancy for the Phase 3 building is 792 visitors. Using 2 GPM, that would calculate to approximately 1,600 GPD. The building is designed for a gymnasium, a small banquet room that seats approximately 120 people, a small child care area and an office ... they estimated there may be 25 people in the building on a daily basis and events (with maybe 100 people) would only be held on the weekends. Their goal is to begin construction (if the permitting is completed) in mid-August to September, with construction completed by January, 2019. Chairman Fleagle suggested utilizing two (2) EDU’s for a beginning calculation; and once they are in operation for a full year, the usage could be re-assessed. Everyone was in agreement with this concept.

UPDATE – WATER PLANT UPGRADE: Mr. Pryor noted there is not much new to report. Minor revisions to the engineering services proposal were requested at the last meeting and sent to Gannett Fleming. They have begun work on preliminary design of

the plant, and are hoping to go to bid toward the end of 2018 (for award in early spring, 2019).

ANTIETAM DAM PROJECT MEETING WITH DEP: Mr. Pryor reported on the meeting held with DEP regarding conceptual design of the dam, which went well. Amanda Hess (Gannett Fleming) did an excellent job with the presentation explaining the proposed design and feasibility of a rock-cut spillway. Several questions were raised during the discussion, primarily regarding the blasting and ensuring that the existing structure is protected during excavation for the spillway.

An engineering services proposal has been requested from Gannett Fleming for additional field work to include test borings and survey work. In order to do the borings, some trees will need to be cut. As Penn State-Mont Alto Forestry Department may not have the staffing to assist, Mr. Pryor suggested having a company harvest the timber. Once that work is done, the preliminary/final design work can be done and the project bid. Mr. Pryor added that the permitting process (in some cases) may be quite lengthy prior to construction beginning. Additionally, a flowage easement/agreement may be necessary (because our water will be going onto DCNR's property), as well as a survey on the approach side of the spillway (which can be done via sonar, instead of draining down the reservoir). Information regarding a proposed cost for the borings will also be requested, as discussions will need to be held soon regarding financing for the project.

2018 ANTIETAM DAM INSPECTION REPORT: WBA members received a copy of the 2018 Antietam Dam Inspection Report prepared by Dennis Black Engineering. Mr. Pryor noted it was similar to last year's, but the conduit was also inspected this time. Mention was made again of the two (2) active leaks that are less than 2 GPD (they haven't changed in 25+ years), and this is something that could be looked at during the dam project. Comment was made that upkeep of the dam has been very good and the vegetation is under control.

William Pflager made a motion to accept the 2018 Antietam Dam Inspection Report. Allen Stine seconded; the motion passed unanimously.

UPDATE – UTILITY BILLING SYSTEM: Mr. Pryor noted that a web demonstration of the Muni-Link system has been arranged, and several staff members will be visiting the Gettysburg Municipal Authority to view their system in mid-July. Mr. Pryor has discussed the system with Jason Stains, and they are in agreement that it might be a "good fit" for the Borough.

On a related matter, Mr. Pryor advised that the machine that folds and seals the utility bills is in need of replacement, at an estimated cost of \$4,200. WBA members agreed that a new machine should be purchased.

SEWER SYSTEM TV AND MANHOLE RESTORATION: Mr. Pryor reported that manhole work is moving along well, and there are approximately seven (7) more to complete of the 20+ on the original list for restoration. They will then transition into

doing the TV work after that – this will provide a good idea of the repairs still needed. He added that the Borough’s sewer flusher is currently working well.

Allen Stine asked again about the manhole at the WASD soccer field. Mr. Pryor noted he will discuss that matter with Scott Crum and report back.

DIGESTER GAS MIXING SYSTEM REPAIR: Mr. Pryor reported that the gas mixing system has been repaired and is being utilized on a regular basis. Doors on the digester building will also be replaced – three (3) quotes will be obtained for the work.

ADDITIONAL ITEMS FOR DISCUSSION:

- Mr. Pryor noted that he met with an estimator from D. L. George regarding the cover over the drying beds (a capital project). He will provide a price for the demo work, sandblasting and painting (if they can re-use the panels on the roof) or a new roof. Kinsley will also provide a price quote.
- Mr. Pryor noted that he purchased some new and used PLC’s for the WTP from Lehighon Authority for \$100.
- Mr. Fleagle noted he would like to conduct a six-month budget review at the July meeting.
- Mr. Fleagle noted that the Memorial Bridge project is nearing completion, and the WBA is owed approximately \$75,000 for the water line relocation work. The matter will be discussed with Kevin Grubbs.
- Mr. Fleagle asked for an update on the Sewer Use regulations. Mr. Pryor noted there is nothing new to report.
- Mr. Fleagle asked for an update on the free water customers. Mr. Pryor noted that he is continuing on that research as time permits.

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

Sewer Revenue Fund Requisition #SA-226 – Gannett Fleming, Inc. - \$194.90 - 2018 Annual Services for the period of March 31, 2018 through April 27, 2018

Water Revenue Fund Requisition #18-17 – Dennis E. Black Engineering, Inc. - \$4,705.98 – Invoice #39894 (2018 Antietam Dam Inspection Report)

Lee Layman seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:29 p.m. on a Stine/Pflager motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Supervisor