

# WAYNESBORO BOROUGH AUTHORITY

SEPTEMBER 18, 2018

## MINUTES

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 6:00 p.m. (the meeting was held at the Waynesboro Water Treatment Plant) with the following in attendance:

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

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

**APPROVE MINUTES:** Allen Stine made a motion to approve the minutes of the August 21, 2018 regular meeting, as written. Lee Layman seconded; the motion passed unanimously.

**UPDATE – WATER PLANT UPGRADE:** Leiter Pryor reported that Gannett Fleming has met with Leopold representatives to discuss the underdrain system for the filters. He is hopeful that this system can be incorporated into the upgrade design, as it would be a good addition to the plant. Preliminary drawings should be available for review by the October or November meeting.

**UPDATE - ANTIETAM DAM:** Mr. Pryor reported that Gannett Fleming has completed the project set-up in their computer system, assembled a team and held some preliminary team meetings, and are scheduling field work in the very near future. They contacted him regarding in-house capability to assist with clearing and grubbing for the test pits, and it appears that the Maintenance Department will be able to work that into their schedule in early October.

**UTILITY BILLING SYSTEM:** Mr. Pryor provided an analysis/comparison of the three (3) billing systems being considered, of which Muni-Link is the leading choice. He explained the various charges (service and support) for each system, as well as the potential cost savings. Chairman Fleagle requested that he prepare a more in-depth calculation of the cost savings for discussion/action at the next meeting. It was noted that, after discussion with the Borough Manager, it appears the Borough will be agreeable to the 1/3 (Water - WBA), 1/3 (Sewer - WBA) and 1/3 (Refuse – Borough) allocation for the costs.

**HEAT EXCHANGER (WTP):** Mr. Pryor noted that this was discussed at the last meeting. According to several contractors, the existing unit is not repairable, and replacement costs are estimated at \$60,000+. As a short-term solution, water is being

stored at room temperature in “cubes” for chemical mixing. Discussion was held with Gannett Fleming regarding a poly-blend system for the upgrade, so the heat exchanger would not need to be replaced. A price quote of \$6,600 was obtained for a tankless hot water heater for domestic hot water (laboratory, kitchen, shower and restroom). Niccole Rolls made a motion for approval of the purchase. Allen Stine seconded; the motion passed unanimously.

**AT&T EQUIPMENT UPGRADE:** Mr. Pryor noted that AT&T has contacted him regarding their desire to add additional equipment on the N. Broad Street standpipe. He explained the WBA’s requirements and information from them will be forthcoming.

On a related matter, discussion ensued regarding the School District’s desire to install a 4’ communication antenna on the N. Broad Street standpipe. Mr. Pryor noted that he spoke with a Com Pros representative today regarding their intentions ... they are proposing to remove an existing antenna which is not being used and install this one in its place. He advised that the WBA will require drawings to show how the equipment will be attached. The School District has provided a proposed lease agreement, however, pertinent information is missing and/or needs clarification. The matter can be discussed further at the next WBA meeting.

**2019 WATER & SEWER BUDGETS:** Mr. Pryor noted that he is working with department heads now and is scheduled to meet with Borough Council on 09/27 to review capital requests for water and sewer. Information will be provided to the WBA for review and a budget meeting can be scheduled after the October regular meeting.

**ADDITIONAL ITEMS FOR DISCUSSION:** Kevin Grubbs, Head of Engineering Services, provided calculations to the WBA regarding the anticipated reimbursement of \$81,000 from PENNDOT for the Memorial Bridge project. He is awaiting a project closeout document and will then submit the request for reimbursement.

Mr. Pryor advised that the final NPDES permit has been received. Two (2) parameters (cyanide and aluminum) have been removed, which will result in a cost savings of approximately \$18,000 over five (5) years. They are also approximately halfway into the chlorine demand study in an attempt to get the limit raised.

Mr. Pryor reported that two (2) leaks were found on the service line of a free water customer, the Delaney property (a farmette on Old Forge Road). A provision in the agreement requires that the Borough will maintain the service line, which runs several 1,000 feet. He noted that there has been “issue after issue” over the years on this line, and discussion ensued regarding termination of the free water agreements. The matter is being researched and will be pursued, but in the meantime, the Maintenance Department will repair the leaks on this line.

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

**Sewer Revenue Fund Requisition #SA-232** – Gannett Fleming, Inc. - \$147.62  
– 2018 Annual Services for the period of June 30, 2018 through August 3, 2018

**Sewer Revenue Fund Requisition #SA-233** – S. Leiter Pryor - \$83.93 –  
Meeting Supplies

**Water Construction Fund Requisition #WC-123** – Gannett Fleming, Inc. -  
\$4,024.73 – Design and Bid Phase Engineering Services for Waynesboro  
Borough Authority Water Treatment Plant for the period of June 30, 2018 through  
August 3, 2018

**Water Revenue Fund Requisition #18-27** – Gannett Fleming, Inc. - \$247.52 –  
2018 Annual Services for the period of June 30, 2018 through August 3, 2018

**Water Revenue Fund Requisition #18-28** – S. Leiter Pryor - \$83.93 – Meeting  
Supplies

Lee Layman seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:21 p.m. on a  
Stine/Rolls motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Office Supervisor