

WAYNESBORO BOROUGH AUTHORITY

FEBRUARY 20, 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, Niccole Rolls, S. Allen Stine, Lee Layman and William Pflager (via teleconference)

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 January 16, 2018 meeting, as written. Niccole Rolls seconded; the motion passed unanimously.

PUBLIC IN ATTENDANCE: Ed Herold was present on behalf of Waynesboro Community & Human Services regarding the property at 471 W. Fourth Street. He noted that they are considering assisting with repairs to the property (in conjunction with volunteers from the Five Forks Church) and are assessing the costs involved. It was noted there is currently a significant water bill, as the residents were evicted by the Borough due to conditions of the residence. At the time, the water meter wasn't able to be removed and the service was turned off at the street level; and since then, new charges have been accruing each month.

Mr. Pryor noted that, when the premise was vacated in 2015, the outstanding bill was \$372.85. Minimum bills have been accruing since then (because the water meter was still intact) and the current bill is now \$3,068.26. In addition, the WBA will be updating liens against the property, so additional interest will also be added. The WBA Rules and Regulations state that, unless the meter is removed from a residence, the customer is billed for water; and if there is no consumption, they will receive a minimum bill. It was also noted that there are two (2) buildings on the property, so the bill could have actually been doubled.

Chairman Fleagle noted that the WBA cannot forgive the bill and, in this instance, they may not be able to accept a payment plan as the owners have habitually had difficulty in keeping their account current. He stressed the need for the property owner(s) to contact Mr. Pryor to request that the meter be removed in order to preclude additional minimum bills.

The other existing issue is the fact that the two buildings on the property must be served separately. Potential fees were discussed with regard to separate water and sewer

services including tap fees (\$4,000 sewer/\$5,000 water) and a meter fee (\$350). If the front house is demolished, it is possible that the fees could be transferred; but the liens and code violations would have to be resolved before they would be able to move back into the rear house.

WATER PLANT UPGRADE: Mr. Pryor reported that he has reviewed the WBA's recommended revisions to the scope of work with Gannett Fleming, including incorporating the intake issue into the dam project. They will research the matter, revise the scope of work and formulate a proposal for engineering services for the water plant upgrade project. As PENNVEST funding will most likely be utilized, he requested that they include PENNVEST assistance in their proposal. He is hoping to have a draft of the scope of work well in advance of the next meeting so it can be reviewed and acted on at that time.

UPDATE – WATER LOSS/LEAK DETECTION: Mr. Pryor noted that the water plant is still flowing considerably more water than they should at this time of year (1.83 mgd as opposed to the typical 1.83 mgd). Maintenance staff continues to look for leaks and Aqua Tech will be on-site next week to assist. Once the weather improves, he suggested that a system-wide survey, including Zullinger, be conducted. Mr. Pryor added that he would like to have Exeter troubleshoot the Borough's leak detection equipment, as the staff can hear "noise", but are unable to pinpoint where to dig for a possible leak. It is thought that the software may need to be updated. Mr. Pryor was asked to calculate the approximate cost of the water loss.

On a related matter, he mentioned the importance of updating the database for the emergency notification system. Reminders will/have been posted online and in the newspaper to request that customers sign-up. A test-call will be conducted in mid-May to determine the number of connected calls, etc. as a result.

UTILITY PLAN – WENDY'S (WAYNESBORO MALL): Mr. Pryor presented a utility plan for the proposed Wendy's at Waynesboro Mall, however the plan did not contain much detail (it shows the water line going in, the sewer line going out and a grease trap). Once a final determination has been made on the water line size they are requesting, he will make the appropriate calculations for tap fees. Lee Layman then made a motion to recommend Borough Council's approval of the sewer planning module for Wendy's. William Pflager seconded; the motion passed unanimously.

UTILITY PLAN – ERIC CHANEY SUBDIVISION: Mr. Pryor presented a utility plan for the Eric Chaney Subdivision (a four-unit apartment building) on N. Church Street. As it is for four (4) units, they will be required to have fire service. Once they provide their service requirements, Mr. Pryor will calculate the tap fees. William Pflager made a motion to recommend Borough Council's approval of the sewer planning module for the Eric Chaney Subdivision. Allen Stine seconded; the motion passed unanimously.

UPDATE – NPDES PERMIT RENEWAL: Mr. Pryor reported on the chemical analyses for total cyanide and aluminum being conducted during four (4) consecutive months for

submission to DEP. If results are favorable, limits for those materials may be removed from the final NPDES permit.

He noted that the staff continues to sample weekly for molybdenum and there was a BOD spike recently of 500+. Washington Township was contacted, they discussed the issue with the property owner, and the matter seems to be under control now.

UPDATE – REPAIR OF GAS MIXING SYSTEM (SEWER PLANT): Mr. Pryor noted that the WBA's capital budget included repair of the gas mixing system in the digester at the WWTP. PSI has quoted \$4,000 for the repair, and they will complete the work in the near future.

FREE WATER CUSTOMERS: Mr. Pryor noted that he has been working on year-end reports and doing audit preparation, so he has been unable to do much research on the free water issue. He hopes to get back to that soon.

SEWER USE ORDINANCE: Mr. Pryor has provided information for review to Niccole Rolls, and they will be meeting in the near future to discuss the Sewer Use Ordinance.

ADDITIONAL ITEMS: Mr. Fleagle requested an update on the following matters –

1. Invoice to contractor for pipe purchased for the Memorial Bridge project
2. Electric suppliers
3. West Branch Farm
4. DEP letter re: dam spillway

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

Sewer Revenue Fund Requisition #SA-217 – Gannett Fleming, Inc. - \$145.50 – 2017 Annual Services for the period of November 25, 2017 through December 29, 2017

Water Revenue Fund Requisition #18-06 – Gannett Fleming, Inc. - \$73.82 – 2017 Annual Services for the period of November 25, 2017 through December 29, 2017

Allen Stine seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:07 p.m. on a Pflager/Rolls motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Supervisor