

WAYNESBORO BOROUGH AUTHORITY

MAY 19, 2020

MINUTES

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

Borough Authority Members – Lee Layman, Jon Fleagle, Todd Blake and Bill Pflager (S. Allen Stine was absent)

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

Others -- Rachel Govelovich, Gannett Fleming, Daral Beard, 45 N Price Avenue

APPROVE MINUTES: Bill Pflager made a motion to approve the April 21, 2020 minutes, as presented. Lee Layman seconded; the motion passed unanimously.

DARAL BEARD, 45 N. PRICE AVENUE: Daral Beard addressed the Authority regarding a sanitary sewer situation at his property located at 45 N. Price Avenue. Mr. Beard indicated that his property is a duplex; and the adjoining property at 43 N. Price Avenue shares a common sewer lateral that exits the dwelling units on his side of the property. Mr. Beard has had sewer back up into his basement on several occasions and has had a plumber unclog the lateral at the house trap. The plumber had removed feminine products from the trap that were causing the obstruction. Mr. Beard spoke with his neighbor about flushing non-flushable items. She indicated that she would correct the issue and shortly thereafter, another blockage and backup occurred. He requested that the WBA require the owner of 43 N. Price Avenue to install their own sewer lateral, as he is tired of incurring costs for a problem caused by his neighbor. Jon Fleagle indicated that there are other properties that share a common lateral and suggested that he talk with his neighbor about the possibility of installing their own lateral. Mr. Fleagle stated that the WBA does not have any legal authority to require the connection, as the situation is pre-existing and there is not a lot they can do. Currently, a property cannot be subdivided/deeded separately without their own water and sewer service lines.

WATER TREATMENT PLANT UPDATE: Leiter Pryor presented an update of the construction activities at the water treatment plant. He indicated that there was some activity in the last month, but progress was hampered due to the COVID-19 situation. PSI (Contract 1 - General) has been on-site performing some interior work. PSI is adhering to their COVID-19 safety plan; and at this point, the plant staff is comfortable with the safety measures enacted. The 4" domestic plant service line installation was completed and is now in service. Installation of the new chemical feed pumps has

begun, and the contractor is working with Gordon and the plant staff to keep the feed systems up and running during the pump replacement. PSI (Contract 3 - Electrical) has begun demolishing the fire and intrusion alarm system and the intercom system. The electrical contractors have also been wiring in the new chemical feed system equipment and HVAC equipment, as needed. Eshenaur (Contract 3 - HVAC) has been on-site installing unit heaters and dehumidification equipment. They will be taking the boiler out-of-service next week in preparation for the installation of the new unit.

There was a discussion regarding the installation of the flow meter in the Dall chamber adjacent the old treatment plant. Gannett Fleming is currently investigating an insertion type Mag-meter that will work in low-flow velocity applications. Leiter Pryor presented some information regarding the accuracy of the meter at a velocity of 1 f/s and indicated that this option looks promising. Gannett will check with other customers using this equipment and will make a recommendation in the near future.

The WBA was informed that Spotts Brothers had submitted a COVID-19 safety plan for consideration to allow their workers to perform at the plant. The plan basically highlights social distancing from Borough employees and other contractors, and the requirement of face masks as dictated by the State mandate. Each contractor is responsible for sanitizing their work areas and providing their own toilet facilities. The plans were reviewed by Borough staff and the Borough Manager, and were found to be acceptable. If at any time the plant operators feel uncomfortable regarding the interior work being performed, the contractor(s) will not be permitted to continue with work inside the plant.

BILLING COLLECTION POLICY: Leiter Pryor stated that, so far, utility revenues have been fairly consistent; however the impact of the high unemployment rate will not be felt until after the June billing is processed. The Authority concurred that we will continue to not terminate utility service for nonpayment until the nonessential businesses are back up and running, and we will need to formulate a plan to phase-in collections, as some customers will have several bills in arrears.

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

Sewer Revenue Fund Requisition #SA-268 – SEK CPA's and Advisors - \$1,600.00 – Progress billing for audit of financial statements as of December 31, 2019

Water Construction Fund Requisition #WC-165 – Gannett Fleming, Inc. - \$9,016.32 – Design, Bid and Construction Phase Engineering Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of March 28, 2020 through April 24, 2020

Water Construction Fund Requisition #WC-166 – Gannett Fleming, Inc. - \$9,805.78 – Programming Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of March 28, 2020 through April 24, 2020

Water Construction Fund Requisition #WC-167 – PSI Pumping Solutions, Inc. - \$205,047.66 – Estimate No. 2 for Contract 1 - General Construction (Waynesboro Water Treatment Plant Upgrades) for work performed up to and including February 29, 2020

Water Construction Fund Requisition #WC-168 – PSI Pumping Solutions, Inc. - \$104,699.88 – Estimate No. 3 for Contract 1 – General Construction (Waynesboro Water Treatment Plant Upgrades) for work performed up to and including March 31, 2020

Water Construction Fund Requisition #WC-169 – W. C. Eshenaur & Son, Inc. - \$35,595.00 – Estimate No. 2 for Contract 2 – Mechanical Construction (Waynesboro Water Treatment Plant Upgrades) for work performed up to and including February 29, 2020

Water Construction Fund Requisition #WC-170 – W. C. Eshenaur & Son, Inc. - \$30,955.50 – Estimate No. 3 for Contract 2 – Mechanical Construction (Waynesboro Water Treatment Plant Upgrades) for work performed up to and including March 31, 2020

Water Construction Fund Requisition #WC-171 – Spotts Brothers, Inc. - \$1,360.80 – Estimate No. 1 for Contract 4 – Masonry Restoration (Waynesboro Water Treatment Plant Upgrades) for work performed up to and including April 15, 2020

Water Construction Fund Requisition #WC-172 – PSI Pumping Solutions, Inc. - \$44,886.30 – Estimate No. 4 for Contract 1 – General Construction (Waynesboro Water Treatment Plant Upgrades) for work performed up to and including April 30, 2020

Water Construction Fund Requisition #WC-173 – PSI Pumping Solutions, Inc. - \$23,985.00 – Estimate No. 2 for Contract 3 – Electrical Construction (Waynesboro Water Treatment Plant Upgrades) for work performed up to and including March 27, 2020

Water Construction Fund Requisition #WC-174 – PSI Pumping Solutions, Inc. - \$43,875.00 – Estimate No. 3 for Contract 3 – Electrical Construction (Waynesboro Water Treatment Plant Upgrades) for work performed up to and including April 30, 2020

Water Construction Fund Requisition #WC-175 – PSI Pumping Solutions, Inc. - \$20,520.00 – Estimate No. 1 for Contract 3 – Electrical Construction (Waynesboro Water Treatment Plant Upgrades) for work performed up to and including January 31, 2020

Water Revenue Fund Requisition #20-11 – SEK CPA's and Advisors - \$2,400.00
– Progress billing for audit of financial statements as of December 31, 2019

Todd Blake seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:00 p.m. on a Blake/Pflager motion which passed unanimously.

Respectfully Submitted,

S. Leiter Pryor
Director of Borough Utilities