

WAYNESBORO BOROUGH AUTHORITY

JUNE 15, 2021

MINUTES

Authority Chairman Jon Fleagle called the 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, Scott Stine, Bill Pflager and Todd Blake

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

APPROVE MINUTES: William Pflager made a motion to approve the minutes of the May 25, 2021 meeting, as written. Todd Blake seconded; the motion passed unanimously.

WATER TREATMENT PLANT UPDATE: Leiter Pryor presented an update of the construction activities at the water treatment plant.

- HVAC contract is substantially complete. Should receive engineer's certificate soon and then the contract can be closed-out.
- Electricians continue to work on telephone and intercom systems. Minor issues are straightened out and they are now working on the intrusion alarm.
- Have worked on the integration of additional instrumentation into the SCADA system, and have integrated the new raw water and new plant service water flowmeters into the system.
- General contractor has installed the new raw water flow meter, which involved shutting down the plant. It went well because of pre-planning and cooperative work by the contractor and staff. Both meters went in well and are reading a little off, but calibration will be done this week.
- Masonry contractor removed block off the back of the building and identified some cracks in the wall on the exterior side. Gannett Fleming's structural engineer did an evaluation and the contractor will submit a plan of action back to Gannett Fleming for approval.
- No progress on the filter media replacement since the last meeting. Received a report from Leopold confirming that there was a problem with the filter media that caused the problem with the underdrain system. Conference calls have been held between the contractor, supplier and staff and it was determined that we probably should not go with the media retainer that was installed in Filter #4 for the remaining three (3) filters. The supplier is supposed to provide media that

meets the specifications and new underdrain systems for the remaining three (3) filters ... so we are in a "holding pattern" now, waiting on material.

Chairman Fleagle noted that a request for a contract extension will most likely come in for the next meeting, as the substantial completion date is the end of this month. Before it is approved, however, a firm schedule should be in place from the contractor.

ANTIETAM DAM UPDATE: Leiter Pryor reported that the 90% spillway design drawings are almost complete. The staff reviewed those and returned comments back to Gannett Fleming. Final drawings should be completed sometime this week and then they can move forward with obtaining required permits for bidding the project.

A historical preservation investigation was required because of some stone walls found in the wooded area. It has been determined that there was nothing of historic significance there, and there will be no impact on the project.

Mr. Pryor reported that the 90% plans and specifications are complete for the intake project. Information has been submitted to DEP and a construction permit was received.

He also received an email from DEP regarding another round of FEMA grant funding. This round of funding can only be used for design and engineering costs, but he will discuss the possibility of applying retroactively for eligible costs with Rachel Govelovich. Since our dam was identified as a potential worthy project, he feels it may be beneficial to apply.

RISK AND RESILIENCY PLAN: Leiter Pryor reported that the Risk and Resiliency Plan has been completed and was emailed to WBA members for review. It will remain on-file for updates as needed and will be forwarded to EPA by June 30. Once that is done, the Emergency Response Plan will need to be updated. He and Gordon Cruickshanks have already begun working on it, but it is quite involved. The Plan will need to be submitted to DEP within six (6) months.

RE-ASSIGNMENT OF LEASE WITH SHENTEL: Leiter Pryor reported that, since Sprint merged with T-Mobile (Shentel is a subsidiary company of Sprint), T-Mobile will be assuming the lease for antenna space on N. Broad Street under the same terms and conditions. William Pflager made a motion to approve the agreement regarding re-assignment of the lease. Lee Layman seconded; the motion passed unanimously.

STATE HILL ROAD SEWER EASEMENT AGREEMENTS: Mr. Pryor noted that several residences on the west side of State Hill Road were not connected to the Borough's sanitary sewer system (they had septic systems that were failing or had other issues), and a proposed Easement Agreement has been drafted with regard to the main line going through their properties. He noted that some of the construction has commenced (the line has been run from Clayton Avenue through the ballfields to the edge of the Seventh Day Adventist Church property prior to baseball season). This

Easement and Right-of-Way Agreement will provide for maintenance of the main line, which is the WBA's responsibility to maintain. All parties are in agreement.

Todd Blake made a motion to approve the Easement Agreements for the Trostle, Cohn, Hammond and Seventh Day Adventist Church. William Pflager seconded; the motion passed unanimously.

ADDITIONAL ITEMS FOR DISCUSSION: Leiter Pryor reported they have hired two (2) new Water Treatment Plant Trainees – one started this week and one will start next week.

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

Sewer Revenue Fund Requisition #SA-284 – Borough of Waynesboro (Sewer Fund) - \$249,125.00 – 3rd Quarter, 2021 Sewer Allocation

Sewer Revenue Fund Requisition #SA-285 – D. L. Reichard, II - \$1,107.26 – Base Retainer for Legal Services (07/01/2021 to 09/30/2021)

Water Construction Fund Requisition #WC-240 – Gannett Fleming, Inc. - \$25,029.62 – Design, Bid and Construction Phase Engineering Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of April 3, 2021 through May 7, 2021

Water Construction Fund Requisition #WC-241 – Gannett Fleming, Inc. - \$23,813.51 – Programming Services for Waynesboro Borough Authority Water Treatment Plant upgrade for the period of April 3, 2021 through May 7, 2021

Water Construction Fund Requisition #WC-242 – Gannett Fleming, Inc. - \$40,299.03 – Water Treatment Plant Raw Water Supply and Intake and Antietam Dam Rehabilitation Project, Final Design, Permitting, and Bid Phase for the period of April 3, 2021 through May 7, 2021

Water Revenue Fund Requisition #21-12 – Borough of Waynesboro (Water Fund) - \$466,622.00 – 3rd Quarter, 2021 Water Allocation

Water Revenue Fund Requisition #21-13 – D. L. Reichard, II - \$1,107.26 – Base Retainer for Legal Services (07/01/2021 to 09/30/2021)

Water Revenue Fund Requisition #21-14 – Gannett Fleming, Inc. - \$565.82 – 2021 Annual Services of the Authority's Consulting Engineer as authorized under the Annual Services Agreement for the period of April 3, 2021 through May 7, 2021

Water Revenue Fund Requisition #21-15 – Gannett Fleming, Inc. - \$1,383.18 –
Risk and Resiliency Plan

Lee Layman seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 6:47 p.m. on a
Blake/Layman motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Manager