

WAYNESBORO BOROUGH AUTHORITY

MARCH 21, 2017

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 – Christopher Snively, Jon Fleagle, Lee Layman and William Pflager (via videoconference); S. Allen Stine 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 January 17, 2017 (regular meeting) and the February 21, 2017 (regular meeting) minutes, as written. Christopher Snively seconded; the motion passed unanimously.

PUBLIC IN ATTENDANCE:

Pastor Mike Newman, Otterbein Church – Mr. Newman was present to discuss utility plans for their proposed building project on Welty Road. For clarification, he noted they will be installing a 6” water line for fire service and a 3” water line for domestic water. Discussion followed regarding their need for a 3” line and the related fees, and Mr. Newman noted he will confirm using a 2” line with their architect/engineer.

Mr. Newman also asked if the WBA can work with them on the minimum quarterly fee, as the building will initially be used on Sundays only and “sit unused” for the remainder of the week (their offices will not be relocated initially). Chairman Fleagle noted that they will come up with something that is equitable and fair to both parties.

R. Lee Royer, representing Joe Daniels – Mr. Royer was present to continue discussions regarding Joe Daniels’ proposed development of a former portion of the Brimington Development, and his request to extend the water line as far as he needs to build 20 units and continue on with the next 20 units. The WBA had voiced concerns about the line not being looped, and issues arose recently when there was a fire on Hollengreen Drive. Mr. Royer noted that those issues will continue if the line is not extended; so his proposal to extend it in sections would be a way to resolve the matter eventually. Mr. Royer will return to re-visit the matter when he has a drawing of the proposed lots, so they can discuss which lots could be developed first. In the meantime, Borough staff will review the matter and make recommendations for the WBA’s consideration.

Wayne Bartholow – Mr. Bartholow was present to discuss several items:

- He recently observed trucks hauling water obtained from a fire hydrant at Well-2. Mr. Pryor noted that they (Crider's Water Service) made application for bulk water, which is sold to them for \$7.74 per 1,000 gallons. He added that there are several other water haulers who do the same at the west end of town.
- When fire hydrants are flushed in April, he requested that personnel open the valve slowly near his home (at Grant/North Streets), as his pipes rattle loudly when they open the valve too quickly.
- Junk cars are still at Baer Buses (next to Well-2), although some have been removed.

SEWER PLANT DEBT SERVICE REFINANCING: Handouts were provided to WBA members from PFM (financial advisors) regarding response to their RFP to 34 banks. Proposals were received from three (3), of which F&M had the best rates. Following their analysis, PFM is recommending to proceed with a 10-year fixed rate of 2.920% (with a potential net savings of \$23,447 to \$164,541, depending on the market).

In addition to the cost savings, it will be beneficial to get out from under PENNVEST because any nutrient credits developed at the WWTP would come directly to the WBA (instead of PENNVEST). Leiter Pryor will need to do calculations periodically to determine if/when they would want to sell any credits.

Lee Layman made a motion to proceed with refinancing the sewer debt with a loan from F & M. William Pflager seconded; the motion passed unanimously.

Mr. Fleagle stated he would like to close on the loan by 05/01, and a special meeting may be necessary to execute the appropriate documents and give adequate notice to PENNVEST.

WTMA REQUEST FOR SEWER SERVICE: Mr. Pryor presented a request from WTMA to serve a property at the end of Frick Avenue/King Street (in Washington Township), as they are unable to do so. He noted that a booster pump will be required because of the elevation, as well as a maintenance agreement (similar to the one for the Richmond property at Myrtle/Clayton Avenues).

William Pflager made a motion to agree to serve the aforementioned lot owned by Paul Gunder. Lee Layman seconded; the motion passed unanimously.

ANTIETAM DAM EVALUATION UPDATE: Gannett Fleming was directed to submit a proposal for conceptual design work regarding expansion of the Antietam Dam. After further review and discussion of the matter, they are proposing to install an emergency spillway next to the existing spillway. They note that this will only work if the topography is primarily rock; and according to old drawings for the existing spillway, there was a lot of rock excavation. It was noted that this option should be much less costly (for both design and construction). Accordingly, their proposal for the new Scope of Services is not-to-exceed \$38,665.

Mr. Fleagle referred to a statement in their Scope of Services which indicates “this scope of services does not include submission of information to, meetings with, or discussions with PADEP”. After discussion of the matter, WBA members agreed that the work should include DEP’s blessing on the concept. Lee Layman then made a motion to proceed with Gannett Fleming’s proposal, subject to this change. Christopher Snively seconded; the motion passed unanimously.

PRELIMINARY HYDROLOGICAL REPORT (WELL-2): WBA members received Gannett Fleming’s preliminary hydrogeologic evaluation for a potential water supply well close to the existing well (Well-2) that could be developed in order to take advantage of the capacity in the existing treatment facility. Four (4) sites were examined, of which #1 and #3 would probably be a last resort (as pumping from those locations would be uphill) and #2 and #4 would probably be the best locations.

Gannett Fleming provided pros and cons for each location; and following discussion of the matter, WBA members seemed to focus on TW-2. The downside of this location, however, is that the current owners of this property are in the process of selling it. All seemed agreeable to wait until the sale is complete and approach the new property owner(s) regarding the matter.

UTILITIES DIRECTOR REPORT ON VARIOUS ITEMS: Mr. Pryor gave an update on the following –

- He will be meeting with a representative from a local company this week in response to his letter regarding the need for a plan of action on their discharge of Molybdenum.
- Gannett Fleming will be conducting their evaluation at the Water Treatment Plant the following day.
- Gordon Cruickshanks installed the second new level sensor at Well-2, and he has determined that the cable is stretching approximately 6” a week from the weight (it is a poor design). They continue to run the well 5-6 hours/day, but he is still noticing a drawdown.
- They are continuing to pump to dilute the material in the digester in hopes that lab results will be sufficient for land application in the near future.
- Funds have been transferred from the accounts at BB&T to F&M, but a transfer will need to be done to put money back into the Sewer Construction Fund at BB&T for the next PENNVEST payment.
- Approved revisions have been made to the WBA’s Rules and Regulations, a copy of which is on the Borough’s website.
- He will be pursuing investment opportunities for funds in the Tank Maintenance and Source Development Accounts.

WELTY ROAD WATER LINE PROJECT: Mr. Pryor noted that he had a discussion recently with the Borough Manager regarding the Welty Road water line project. According to Mike Christopher (Washington Township), the funding is in transit and should be received shortly. As this will be a WBA water line and they will be WBA customers, it was anticipated that Borough work forces would be working on this

project. It was conveyed to him, however, that the Maintenance and Engineering Departments are busy with the walking trail and other Borough projects and may not be able to do the work.

Chairman Fleagle noted that, as this is grant money, it would be an opportunity for several weeks' of wages and benefits to be paid "with someone else's money". He will meet with the Borough Manager to discuss the situation and if they aren't able to do the work, a contractor will need to be hired. He will report back to WBA members and, if necessary, further action can be taken at their upcoming special meeting regarding the refinance documents.

PAY BILLS: Christopher Snively made a motion to approve the payment of the following requisitions –

Sewer Revenue Fund Requisition #SA-194 – Gannett Fleming Companies - \$192.00 – Engineering Services related to Sewer Use Ordinance and Sewage Transportation Agreement Updates per GF's April 30, 2015 Proposal and as authorized under the Annual Services Agreement Miscellaneous Engineering Services. Includes the following tasks: Industrial Users Pollutant Limits Evaluation, a High Strength Wastewater Surcharge Study, a Sewer Use Ordinance Update and Revision, a Sewage Transportation Agreement Update and Revision, and Implementation of an Industrial Pretreatment Program for the period of December 31, 2016 through February 3, 2017

Sewer Revenue Fund Requisition #SA-195 – R & R Environmental, Inc. - \$66,993.48 – Pumped, dewatered and hauled sludge (216,108 gallons)

Sewer Revenue Fund Requisition #SA-196 – WBA Sewer Construction Fund (BB&T) - \$52,330.13 – Transfer for PENNVEST Sewer Loan Payment, due 04/01/2017

Water Revenue Fund Requisition #17-15 – F & M Trust - \$17,449.58 – Loan Payment (Loan #00007110766-09001), Due April 1, 2017

Water Revenue Fund Requisition #17-16 – Gannett Fleming Companies - \$11,239.86 – Waynesboro Water Treatment Plant Evaluation for the period of December 31, 2016 through February 3, 2017

Water Revenue Fund Requisition #17-17 – Gannett Fleming Companies - \$9,640.15 – Perform Hydrologic and Hydraulic Analysis (H&H Analysis) with Alternatives Evaluation for Antietam Dam for the period of December 31, 2016 through February 3, 2017

Water Revenue Fund Requisition #17-18 – Gannett Fleming Companies - \$390.40 – 2017 Annual Services for the period of December 31, 2016 through February 3, 2017

Water Revenue Fund Requisition #17-19 – Debbie J. Gift - \$128.37 – 2017
Franklin County Real Estate Taxes (Blue Rock Road, Lot #1 – Parcel #19-
0L18.-058B-EX0000)

Water Revenue Fund Requisition #17-20 – Debbie J. Gift - \$591.42 – 2017
Franklin County Real Estate Taxes (Rattlesnake Run Road – Parcel #19-
0L15.-001A-000000)

William Pflager seconded; the motion passed unanimously.

WBA members adjourned to an executive session at 7:43 p.m. and reconvened the meeting at 8:15 p.m. No action was taken, and the meeting adjourned at 8:17 p.m. on a Layman/Snively motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Supervisor