

WAYNESBORO BOROUGH AUTHORITY

FEBRUARY 16, 2016

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, S. Allen Stine, Lee Layman and William Pflager

Borough Staff – S. Leiter Pryor, Director of Borough Utilities

APPROVE MINUTES: William Pflager made a motion to approve the minutes of the January 19, 2016 meeting, as written. Lee Layman seconded; the motion passed unanimously.

ENGAGEMENT LETTER – SMITH ELLIOTT KEARNS & COMPANY: WBA members reviewed the proposal from Smith Elliott Kearns & Company to do the annual water and sewer audit for 2015, at a total cost of \$8,850. This will include a stand-alone audit for PENNVEST, for which Kinsley Construction reimbursed \$2,500 due to the contract extension. Lee Layman made a motion to engage Smith Elliott Kearns & Company for the annual audit. Christopher Snively seconded; the motion passed unanimously.

UPDATE – SEWER PLANT UPGRADE PROJECT CLOSEOUT: Leiter Pryor reported that he has received the as-built drawings from Gannett Fleming, and the only outstanding item remaining is the restrictive covenants on the WWTP deed (which is a requirement of PENNVEST, DEP and the Soil & Conservation District). Solicitor Reichard is currently reviewing the matter and a document should be prepared in the near future for execution. Allen Stine made a motion to authorize the WBA Chairman to execute the restrictive covenants document for maintenance of rain gardens at the WWTP. William Pflager seconded; the motion passed unanimously.

Mr. Pryor noted there have been issues with some of the older equipment that wasn't upgraded during the construction project – primarily, with the pump stations for the biotowers and the associated controls. Those have been repaired and are now working fine. In addition, all the pump stations seem to be working satisfactorily, but the Fifth Street station will need some attention (this was included in the 2016 budget) and the generator at Third Street is in the budget as well. Back-up plans are in place, however, if there are system failures. Mr. Pryor will provide information at the next WBA meeting regarding the required upgrades for final authorization.

UPDATE – INDUSTRIAL WASTE STUDY: Mr. Pryor noted that he has been providing data, at Gannett Fleming's request; and sampling continues. Gannett Fleming is currently working on the excess strength charges and are reviewing plant operating costs for comparison.

Mr. Pryor asked for direction from WBA members regarding amendments to the Sewer Transportation Agreement with WTMA. Chairman Fleagle clarified that the only thing that needs to be modified is the addition of discharge limits which have been discussed in the past. All agreed. It was noted that WTMA has provided their recent flow data; and Mr. Pryor noted that the BOD's have been decreasing noticeably since changes were made in processes at businesses in the industrial park. WBA members noted this is "a step in the right direction".

UPDATE – DEP SETTLEMENT: Chairman Fleagle noted that correspondence had been sent to DEP in response to their letter concerning the NOV for an incident that occurred at the WWTP in March, 2015. After discussing WBA's position on the matter during a conference call with DEP, DEP agreed to a final settlement regarding the incident. Mr. Fleagle noted that the expenses related to this matter will be paid from the Borough's Sewer Operating Fund. WBA members concurred.

Lee Layman made a motion to approve the settlement as documented in the correspondence from DEP dated February 9, 2016 and authorize appropriate officers to execute the required documents. William Pflager seconded; the motion passed unanimously.

UPDATE – MEMORIAL BRIDGE WATER LINE PROJECT: Leiter Pryor presented information from Kevin Grubbs highlighting his discussions with PENNDOT about the Memorial Bridge Project. Although a meeting was held with them several weeks ago, their Legal Department has decided that work cannot be done outside of their right-of-way ... so an overlay right-of-way is now needed to increase the scope of their right-of-way to include where the Borough will be working in their contract. At this point in time, there is no definitive answer on this matter and they will await PENNDOT's response. No action is required at this time.

Mr. Pryor noted that the wetland delineation study is almost completed ... and nothing was found. An invoice has been received from Dennis Black Engineering for their work on the study to date.

UPDATE – WELTY ROAD WATER LINE PROJECT: Chairman Fleagle noted that the Borough's Engineering Department had provided a cost estimate for the Welty Road water line project to Mike Christopher, he added Washington Township's costs and forwarded the information to DEP. Since that time, Mr. Christopher has advised Mr. Pryor that Washington Township is planning to install the water line with their forces. Mr. Pryor informed him, however, that some of the Borough's costs will need to be reimbursed (inspections, taps, etc.) A meeting will be scheduled to discuss and outline "who will do what" on the project, which must be completed in PENNDOT's FY 2016-2017.

AMENDMENT TO WATER PURCHASE AGREEMENT: On a related matter, Solicitor Reichard has prepared a draft amendment to the Water Purchase Agreement map (to include the residences affected by the new Welty Road water line project) for the WBA's review and comment. After review, WBA members agreed that the draft document should be forwarded to Washington Township's Solicitor for consideration.

PROPOSALS FOR ANTIETAM DAM EAP: Mr. Pryor presented proposals received from the Antietam Dam Emergency Action Plan – (1) Dennis Black Engineering - \$16,800 and (2) Gannett Fleming - NTE \$11,490. William Pflager made a motion to authorize Gannett Fleming to proceed with the Antietam Dam EAP. Christopher Snively seconded; the motion passed unanimously.

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

Sewer Revenue Fund Requisition #SA-167 – Gannett Fleming Companies - \$63.60 – General Wastewater Engineering Services as authorized under the Annual Services Agreement for the period of November 28, 2015 through December 25, 2015

Sewer Revenue Fund Requisition #SA-168 – Salzman Hughes, PC - \$3,372.50 – Professional Services (special counsel) for the period of January 5, 2016 through January 20, 2016

Sewer Revenue Fund Requisition #SA-169 – Gannett Fleming Companies - \$307.44 – 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 26, 2015 through January 22, 2016

Water Construction Fund Requisition #WC-109 – Dennis E. Black Engineering, Inc. - \$1,157.80 – Wetland Delineation Work (Memorial Bridge Project)

Water Revenue Fund Requisition #16-02 – Gannett Fleming Companies - \$225.10 – 2016 Annual Services (12/26/2015 thru 01/22/2016)

Allen Stine seconded; the motion passed unanimously.

WBA members adjourned to executive session at 7:17 p.m. to discuss a legal matter. They reconvened to regular session and adjourned at 8:35 p.m. on a Pflager/Layman motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant