

## WAYNESBORO BOROUGH AUTHORITY

JULY 21, 2015

### 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, S. Allen Stine and William Pflager (via Skype)

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

**APPROVE MINUTES:** Allen Stine made a motion to approve the minutes of the June 16, 2015 meeting, as written. Christopher Snively seconded; the motion passed unanimously.

**UPDATE – SEWER PLANT UPGRADE:** Leiter Pryor reported that Kinsley's subcontractor finally showed up today to work on the waste gas burner; and it seems to be working satisfactorily now in automatic mode. The methanol tank level alarm will be resolved shortly, as a new unit is enroute. Issues with the chlorine probes have been worked out (new ones are being supplied under warranty). They are still working on the as-built drawings, but they will be forthcoming shortly. Some other paperwork is still needed before Kinsley's contract can be closed out.

He presented the final completion certificate for Heisey, and their final payment of \$1,000 will be presented with the bills later in the meeting. Christopher Snively made a motion to approve Heisey's final completion certificate, as presented. Lee Layman seconded; the motion passed unanimously.

Mr. Pryor noted there have been some issues with sludge generation, which they are hoping to resolve in time to land-apply in the fall. They are considering paying a farmer to reserve a field next year for summer application, which Gordon Cruickshanks is looking into.

Mr. Pryor noted that the new hire at the Sewer Plant has been doing a good job with keeping the grass mowed/trimmed and the grounds maintained. He also worked for a week with the Maintenance Department, as they were short-staffed.

**UPDATE – INDUSTRIAL WASTE STUDY:** Leiter Pryor provided a sampling plan for the headworks analysis that needs to be done to come up with excess strength charges for inclusion in the new ordinance. They will obtain pricing and methodology information from several labs in order to proceed with sampling within the next month. Sampling

will continue at various stages of treatment at the plant for a 10-month period, as well as some residential analyses which Gannett Fleming is requesting. The parameters include everything in the existing Sewer Use Ordinance and various pollutants of concern (mostly metals).

Discussion followed regarding the molybdenum situation, which appears to be under control since the contributing company at the Industrial Park has changed to a non-molybdenum based product in their processing. Mr. Pryor expects that the sample results will continue to improve. WBA members concurred with a request to purchase a new portable composite sampler (approximately \$600), for which there is money in the 2015 budget.

Discussion then continued regarding BOD's at the Cold Spring Pumping Station, which are still almost double what they should be. Sean McFarland (WTMA) has been in contact with the owner of the contributing company – they are pumping their pits, cleaning out their separator weekly, and have placed screening devices over their floor drains – but there has been no improvement in the BOD results. WTMA's engineer is working on a plan and recommendations as to various treatment processes and options for them to pursue. In the meantime, at the WBA's request, Mr. Pryor is working on excess strength calculations. He provided an explanation of the calculation, which would result in a surcharge of approximately \$17,000/month based on 2014 flows. He has discussed the matter with Gannett Fleming, who agreed with his understanding of the charges based on the Sewer Transportation Agreement between the WBA and WTMA. Additionally, Mr. Pryor noted that no flow data has been received from WTMA this year. Chairman Fleagle instructed Mr. Pryor to obtain the necessary data by the WBA's next meeting, adding that that is a requirement of the Sewer Transportation Agreement. Mr. Pryor clarified that the WBA is still within their BOD limits, but the additional treatment to keep the numbers within the limit costs money. He will calculate a "ballpark figure" of the additional costs for discussion at the next meeting.

Mr. Pryor noted that Gannett Fleming is adhering to their schedule for this project. The WBA agreed to proceed with the sampling plan, as presented. He noted they are reviewing language of the new Sewer Transportation Agreement and Sewer Use Ordinance ... and after the sampling results are received, they will calculate and include recommended limits to be included in each.

**WATER TREATMENT PLANT AWOP AWARD:** Mr. Pryor reported that the Water Treatment Plant received a DEP AWOP Award for exemplary treatment at the facility. The staff should be commended for their diligence and perseverance in doing their jobs "above and beyond" basic water treatment. He added that this is a real honor, as there are not a lot of plants who receive recognition by DEP. Two (2) operators, Darryll Wagaman and Larry Freeman, will attend the conference and receive the award on the WBA's behalf. WBA members noted their appreciation to the staff for their hard work.

**UPDATE - FAIRVIEW AVENUE WATER LINE:** Mr. Pryor reported that the Fairview Avenue water line project has been "moving along", with only a few minor issues.

**2014 AUDIT:** Smith Elliott Kearns and Company have completed the WBA's 2014 audit for the Water and Sewer Funds, with no significant findings. The audit report was reviewed and discussed, and William Pflager made a motion for acceptance. Christopher Snively seconded; the motion passed unanimously.

**UPDATE - NAVITOR REQUEST FOR DISCHARGE:** Mr. Pryor advised that Navitor has been cooperatively working with Gannett Fleming to evaluate their request regarding discharge of a cleaning solvent into the Borough's sanitary sewer system. He and Gordon Cruickshanks attended a tour of their facility, reviewed their plumbing plans and took some samples. Once those results are returned, Gannett Fleming will make a determination whether it is acceptable for them to discharge their solvent into the sanitary sewer.

**AT&T EQUIPMENT CHANGE:** Mr. Pryor reported that he received notification from AT&T regarding a proposed change-out of three (3) antennas with a newer style of antennas and additional surge protectors. A structural analysis was conducted, which proved to be satisfactory. Allen Stine made motion to approve the request. Lee Layman seconded; the motion passed unanimously.

**LEAK DETECTION PROGRAM:** Mr. Pryor noted that Aqua Tech completed leak detection services in Zullinger – several service lines and one main line leak were found and repaired. He reported that a total of sixteen (16) leaks were found system-wide.

**MEMORIAL BRIDGE PROJECT:** Mr. Pryor reported that the design and right-of-way work for the Memorial Bridge project has been completed and filed at the Courthouse. The stream crossing permit has also been submitted, but no response has been received yet. Mr. Fleagle noted that that information needs to be forwarded to PENNDOT as soon as possible. Mr. Pryor will check the status with Kevin Grubbs.

**AUTHORIZE TRANSFER OF FUNDS:** Mr. Pryor reported that a transfer of \$100,000 is required from the Sewer Revenue Fund to the Sewer Construction Fund in order to cover the payment of bills this month, as a payment request has not yet been sent to PENNVEST. Once the PENNVEST reimbursement is received, however, the money will be returned to the Sewer Revenue Fund. Lee Layman made a motion to transfer \$100,000 from the Sewer Revenue Fund to the Sewer Construction Fund, in accordance with Mr. Pryor's request. Christopher Snively seconded; the motion passed unanimously.

**PAY BILLS:** Allen Stine made a motion to approve payment of the following requisitions

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Sewer Construction Fund Requisition #1140 - Gannett Fleming Companies -  
\$17,985.75 - Construction Management related to WWTP Nutrient  
Upgrade Project for the period of September 20, 2014 through June 12,  
2015

Sewer Construction Fund Requisition #1141 - Gannett Fleming Companies -

\$6,881.85 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of September 20, 2014 through June 12, 2015

Sewer Construction Fund Requisition #1142 - Gannett Fleming Companies - \$6,083.13 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of September 20, 2014 through June 12, 2015

Sewer Construction Fund Requisition #1143 - Heisey Mechanical, Ltd. - \$1,000.00 - Estimate No. 7-FINAL for Contract Three (HVAC Work - Wastewater Treatment Plant Upgrade) for work performed up to and including April 28, 2015

Sewer Revenue Fund Requisition #SA-142 - Borough of Waynesboro (Clearing Account) - \$233,692.00 - 3<sup>rd</sup> Quarter, 2015 Sewer Allocation

Sewer Revenue Fund Requisition #SA-143 - Gannett Fleming Companies - \$389.80 - General Wastewater Engineering Services as authorized under the Annual Services Agreement for the period of May 13, 2015 through May 29, 2015

Sewer Revenue Fund Requisition #SA-144 - Gannett Fleming Companies - \$1,063.08 - Engineering Services related to Sewer Use Ordinance and Sewage Transportation Agreement Updates for the period of May 26, 2015 through May 29, 2015

Water Revenue Fund Requisition #15-15 - Deborah J. Gift - \$367.06 - 2015 WASH Real Estate Taxes (Blue Rock Rock, Lot #1 - Parcel #19-0L18.-058B-EX0000)

Water Revenue Fund Requisition #15-16 - Deborah J. Gift - \$1,691.17 - 2015 WASH Real Estate Taxes (Rattlesnake Run Road - Parcel #19-0L15.-001A-000000)

Water Revenue Fund Requisition #15-17 - Aqua-Tech Specialty Services, Inc. - \$15,645.00 - Water Line Leak Detection/System Survey

Water Revenue Fund Requisition #15-18 - Emergency Communications Network, LLC - \$7,045.24 - CodeRED extension and service fee for 07/30/2015 to 07/29/2016

Water Revenue Fund Requisition #15-19 - Borough of Waynesboro (Clearing Account) - \$360,531.00 - 3<sup>rd</sup> Quarter, 2015 Water Allocation

William Pflager seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:23 p.m. on a

Pflager/Stine motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Administrative Assistant