

## WAYNESBORO BOROUGH AUTHORITY

MAY 27, 2014

### 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 – Jon Fleagle, Christopher Snively, S. Allen Stine and Lee Layman (William Pflager was absent)

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

**APPROVE MINUTES:** Christopher Snively made a motion to approve the minutes of the April 15, 2014 meeting, as written. Allen Stine seconded; the motion passed unanimously.

**UPDATE -- SEWER PLANT UPGRADE:** Leiter Pryor reported that Phase 2 of the project is underway ... this includes cleaning the digester and preparing it for inspection, rehabilitation and painting. Since the end of April, they have hauled biosolids to all three of the permitted sites. The primary digester was emptied to the point it needed to be (per the contract), and was turned over to the contractor for dewatering and cleaning.

The secondary digester was also pumped out, and a pump needed to be rented for several days in order to give it a thorough cleaning. Raw sludge was placed in the secondary digester while work was being completed on the primary digester. Unfortunately, the contractor was unsuccessful in getting a dewatering contractor in until this week (which resulted in four (4) weeks with no progress); and the secondary digester is now full. He explained that Kinsley will be responsible for dewatering sludge in the secondary digester; and WBA members agreed that they will *not* pay for the dewatering, as Borough personnel did everything they were supposed to do. Mr. Pryor noted that dewatering will take approximately one (1) week and will begin tomorrow. After the digester is completely emptied and cleaned, a third party inspection will be conducted to ensure structural integrity. Following the inspection, the tank will be painted and product can then be added again. The entire process will take 3-4 weeks (and cost approximately \$40,000) ... and there is a possibility that it will have to be done again. It was clarified that land-application cannot be done because it is raw sludge; and the only option is to dewater and haul it to a landfill. A meeting will be held on-site with Gannett Fleming and Kinsley representatives to discuss the matter further.

Leiter Pryor also discussed the fact that the radius in the driveway (next to the primary digester) is too small. It was laid-off in accordance with the drawings, but a test-run was conducted with a tractor trailer which resulted in a 3' encroachment. Pricing will be obtained to correct the problem. Mr. Pryor noted that, in his opinion, this is a design issue; and the matter can be discussed at the upcoming meeting with Gannett Fleming and

Kinsley.

Mr. Pryor presented change order #7 for Contract 1 (Kinsley Construction) regarding replacement of the digester gas piping, for a total of \$9,640.00. He also noted there is some safety equipment that goes along with that gas collection system; and WBA members concurred with purchasing parts directly from the manufacturer. Christopher Snively made a motion to approve change order #7, as presented. Allen Stine seconded; the motion passed unanimously.

Mr. Pryor reported that the only drive unit not yet replaced (in the final clarifier) has started to leak oil. After evaluation, it was determined that the best option was to purchase a new gear box on the lower drive and refurbish the upper drive, at a cost of approximately \$20,500. WBA members concurred.

Leiter Pryor noted that certain items (such as windows and the door for the denitrification building, completion of the bathroom facilities, etc.) still need to be completed. He has discussed these items with the contractor, who will prepare an updated/revised punch-list for review. Copies will be distributed to WBA members at the next meeting. As substantial completion of the contract was extended to June 1<sup>st</sup> (which is nearing quickly), a job meeting will be scheduled to discuss these matters as soon as possible.

**UPDATE -- NPDES PERMIT RENEWAL FOR STP:** Leiter Pryor reported that the first round of testing was conducted and the results were “highly acceptable”. The second round of testing will be done in June. He has also begun gathering information and data for the application process; and notifications will be mailed to the various entities regarding our intent to renew the permit. .

**UPDATE -- SYSTEM-WIDE LEAK DETECTION:** Mr. Pryor noted that Aqua-Tech will begin work on leak detection beginning on June 2<sup>nd</sup> for approximately two (2) weeks. Both the Borough’s and Zullinger’s systems will be reviewed, including all transmission mains. The Borough’s maintenance crew will “follow behind” and do any necessary repair work. He will present a report on their progress at the WBA’s next meeting.

Discussion followed regarding the current data on unaccounted-for water, and Mr. Pryor stated there are issues with obtaining accurate information from the current billing system (Dallas Data is looking into the matter). He added that if unaccounted-for figures reach 35%, DEP will send a letter requesting a plan of action.

Mr. Pryor also reported that the new computer hardware and server have been installed. Training will be given on operating the system with new updates.

**AGREEMENT FOR USE/MAINTENANCE OF COMMON PRIVATE RIGHT-OF-WAY (SUSAN EAST):** Mr. Pryor noted that a revised agreement was prepared (based on Solicitor Reichard’s suggestions at the last WBA meeting) and executed by the Easts. Christopher Snively made a motion to authorize execution of the agreement, as presented. Lee Layman seconded; the motion passed unanimously.

**AUDIT OF H2O PA GRANT CONTRACT:** Mr. Pryor stated that he received a request from

the auditor for information regarding the H2O grant. They have assured him that the audit will be completed by the June 30<sup>th</sup> deadline.

Correspondence has been sent to Valley Community Housing Corporation regarding their request for water/sewer service for the proposed Senior Housing Project located adjacent to Tenth Street. They have received their funding and provided the WBA with a check with the associated tap fees. The Water and Sewer Maintenance Extension Agreements have been reviewed with them, and they entered into a Developer's Agreement for Borough Council.

**SUMMER INTERNS - WATERSHED:** Mr. Pryor noted that he was contacted by Beth Brantley and Craig Houghton regarding two (2) candidates for summer help at the WBA's watershed. Allen Stine made a motion to authorize Leiter Pryor to proceed with the hiring of summer help. Lee Layman seconded; the motion passed unanimously.

Mr. Pryor reported that Well #2 has been placed back on-line.

**PAY BILLS:** Lee Layman made a motion to approve the payment of the following requisitions --

Sewer Construction Fund Requisition #1108 - Kinsley Construction, Inc. - \$6,270.00  
- Estimate No. 23 for Contract One (General Construction - Wastewater Treatment Plant Upgrade) for work performed up to and including May 9, 2014

Sewer Revenue Fund Requisition #SA-116 - Smith Elliott Kearns & Company - \$1,160.00 - Progress billing for audit of financial statements and federal awards programs under Government Auditing Standards and Single Audit Act for the period ended December 31, 2013

Water Revenue Fund Requisition #14-11 - Smith Elliott Kearns & Company - \$1,740.00 - Progress billing for audit of financial statements and federal awards programs under Government Auditing Standards and Single Audit Act for the period ended December 31, 2013

Water Revenue Fund Requisition #14-12 - Kohl Brothers, Inc. - \$18,700.00 - Nmew pump and motor (Well #2)

Allen Stine seconded; the motion passed unanimously.

WBA members adjourned to executive session at 6:55 p.m. They returned to regular session at 7:35 and adjourned at 7:45 p.m. on a Snively/Stine motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Administrative Assistant