

# WAYNESBORO BOROUGH AUTHORITY

OCTOBER 21, 2014

## 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 – 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 September 16, 2014 regular meeting, as written. Allen Stine seconded; the motion passed unanimously.

**UPDATE – SEWER PLANT UPGRADE:** Leiter Pryor reported that PSI has been working on small punch-list items. At the last job meeting, Gannett Fleming had indicated they would meet with PSI and Eaton to review the harmonic correction unit in question, to determine if it was under-sized. They met last week, however the main board was “fried” and no troubleshooting could be done at that time. (It was clarified that this happened prior to the power surge; and it is thought that it was related to installation.) A new board was ordered and should arrive within a week or so (this will be a warranty item). Once the board is in place, the history can be retrieved from the unit to determine what happened, as well as the loadings when various equipment is running to determine if the sizing is correct. Mr. Pryor will report back on the matter.

In regard to the power surge problem, Mr. Pryor noted that they are awaiting shipping labels to return the old surge protectors to Eaton; and once they are received, a refund check will be issued.

Mr. Pryor noted he hasn't heard anything yet from Kinsley regarding the outstanding change orders, the largest of which deals with the sludge issue. He has discussed the matter with Gannett Fleming and corresponded via emails with Kinsley. He suggested the next step is to deduct the payment amount from Kinsley's next estimate. Other outstanding items include the gate and vents. It was noted that the paint touch-ups on the digester have been completed, and work has begun on the garage floors.

Mr. Pryor reported there was another “slug” of molybdenum recently, even though it has been approximately 40 ppm (essentially half of the maximum contaminant level of 75) for several years. When the problem occurred in 2010, weekly testing was done; when

everything was fine, they dropped back to monthly testing. Because of this incident, they will need to do some increased monitoring and there may be a problem with the land application of biosolids. When the most recent results are received, he will advise WBA members.

Leiter Pryor reported that he has obtained a price quote from Bonded Applicators (approximately \$8,000) for the roof on the digester building, and will work on securing two (2) additional estimates.

**UPDATE - GOLF COURSE TRANSITION:** Leiter Pryor reported that the water line has been completed, the bathrooms are updated, the parking lot looks good, lines were painted, work is being done on the base repair of Cemetery Avenue, and the top coat should be completed later this week. WBA members were invited to a ribbon-cutting ceremony on 10/23 at 4:00 p.m., at which time Dan Baker is planning to announce some upcoming promotional events.

Mr. Pryor noted he has talked with Denny Benschhoff, Jason Stains and Dan Baker about the gate for the golf course. It was suggested that it be placed further out Cemetery Avenue (where the cemetery building is) to provide for additional security. The posts will be in the road right-of-way, and there should be no problem with either the WWTP or golf course personnel locking/unlocking the gate. In addition, the Police and Fire Departments will have a key for access during an emergency. The gate, similar to a park gate, will cost approximately \$860.

**UPDATE - NPDES PERMIT RENEWAL FOR WWTP:** Leiter Pryor reported that the results from the "round 3" testing were received, but there were several issues with growth rate and reproduction. He is hopeful that this can be attributed to some of the units at the plant being out-of-service and that "round 4" results will be satisfactory.

DEP will be conducting a walk-thru of the new facility next week.

Mr. Pryor noted that compliance for phosphorus and nitrate reduction has been achieved for the first water year, and Gordon Cruickshanks will be spending additional time at the WWTP to assist with optimizing operations.

**SEWER PLANNING MODULE - MARSH RUN PROPERTIES:** Leiter Pryor presented a Sewer Planning Module for a five-unit townhouse building on Clyde Street for Marsh Run Properties, which basically states there is sufficient capacity to serve the units. Christopher Snively made a motion to authorize execution of the Sewer Planning Module for Marsh Run Properties on Clyde Street. Allen Stine seconded; the motion passed unanimously.

**EXPENDITURES AT GOLF COURSE:** Mr. Pryor reported on the following expenses for work at the golf course to date -

Paving parking lot	\$39,340
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New heat pump	\$5,000
Paving of Cemetery Avenue	Figures will be forthcoming
4" water line (system improvement)	To be paid from Water Revenue Fund
2" water line	To be paid from Tank Maintenance Fund

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

Sewer Construction Fund Requisition #1129 - Gannett Fleming Companies - \$60.45 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of August 23, 2014 through September 19, 2014

Sewer Construction Fund Requisition #1130 - Gannett Fleming Companies - \$5,570.88 - Construction Management related to WWTP Nutrient Upgrade Project

Sewer Construction Fund Requisition #1131 - Kinsley Construction, Inc. - \$12,854.45 - Estimate No. 26 for Contract One (General Construction - Wastewater Treatment Plant Upgrade) for work performed up to and including September 5, 2014

Sewer Construction Fund Requisition #1132 - PSI Pumping Solutions, Inc. - \$3,000.00 - Estimate No. 14 for Contract Four (Electrical Work - Wastewater Treatment Plant Upgrade) for work performed up to and including September 5, 2014

Sewer Revenue Fund Requisition #SA-128 - American Aquatic Testing, Inc. - \$2,375.00 - WETT Testing

Water Revenue Fund Requisition #14-24 - Ferguson Waterworks - \$10,332.00 - 4" DI Pipe for New Water Line (Cemetery Avenue)

Water Revenue Fund Requisition #14-25 - Dennis E. Black Engineering, Inc. - \$2,465.50 - 2014 Antietam Dam Inspection

Water Revenue Fund Requisition #14-26 - Borough of Waynesboro (Clearing Account) - \$100,000.00 - 4<sup>th</sup> Quarter, 2014 Water Allocation

Allen Stine seconded; the motion passed unanimously.

**CLARIFICATION ON AUDIT COMMENTS:** Mr. Pryor noted that he spoke with Craig Witmer (Smith Elliott Kearns & Company) regarding the audit comment indicating a

“custodial credit risk”. Mr. Witmer explained that this is a standard comment which must be included because the WBA has more money in the bank than FDIC will insure. He noted that all bank deposits are fully insured by the FDIC or collateralized under the PA Act 72, which provides for all government entities.

**PLGIT FUNDS:** Mr. Pryor noted that he will be meeting with Jackie Buhrman (Susquehanna Bank) later this week to establish a Tank Maintenance Fund checking account so that funds can be transferred from the Borough’s PLGIT Account. He will then contact the cell companies regarding changing the depository information. Allen Stine made a motion to authorize Leiter Pryor to establish a separate checking account at Susquehanna Bank for the Tank Maintenance Fund, with a certain portion being retained and the remainder being invested in short-term (staggered) certificates of deposit. Christopher Snively seconded; the motion passed unanimously.

**EXECUTIVE SESSION:** The WBA went into an executive session at 6:50 p.m. to discuss a legal matter and reconvened at 7:15 p.m.

**2015 WATER AND SEWER BUDGETS:** Chairman Fleagle led a brief discussion and overview of the proposed 2015 water and sewer budgets. Bill Pflager arrived via Skype at 7:20 p.m. and joined in the discussion. Mr. Fleagle suggested that the WBA hold a special meeting on November 11<sup>th</sup> at 6:00 p.m. to discuss the proposed budgets in detail. Leiter Pryor was directed to advertise for the special budget meeting and to prepare sewer revenue projections reflecting a 5% and 10% rate increase.

Having no further business to discuss, the meeting was adjourned at 8:10 p.m. on a Stine/Snively motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Administrative Assistant