

WAYNESBORO BOROUGH AUTHORITY

JANUARY 15, 2013

MINUTES

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 3:00 p.m. with the following in attendance:

Borough Authority Members – Christopher Snively, Jon Fleagle, Lee Layman, S. Allen Stine and William Pflager (via videoconference from England)

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

REORGANIZATION OF AUTHORITY OFFICERS: 2012 WBA officers are as follows – Jon Fleagle, Chairman; S. Allen Stine, Vice-Chairman; Lee Layman, Treasurer; and Christopher Snively, Secretary. Lee Layman nominated the current officers for the same positions for the upcoming year. William Pflager seconded. Allen Stine made a motion to close the nominations. Lee Layman seconded. Jon Fleagle asked that the Secretary cast a unanimous ballot for the individuals nominated.

MINUTES OF PREVIOUS MEETING: Minutes of the previous meeting (12/18/2012) were not yet available.

UPDATE – SEWER PLANT UPGRADE: Leiter Pryor reported that the general contractor continues work on the denitrification building. He poured several more wall sections; and anticipates that the walls will be finished in the next several weeks (weather permitting). He added that work on the denitrification building is progressing well. The subcontractor continues work on installation of the large piping for the denitrification building at the pumping station. They relocated the 4" water line, which was charged today. It is currently undergoing disinfection; and the golf course should have water the following day. Mr. Pryor noted that gas service to the existing buildings was finally completed and they now have permanent heat. He had some concerns with the underground heat lines, as they were exposed for several very cold days; but no make-up water was added to the system, and it appears there are no leaks. The new chlorine equipment has been installed in the chlorine room at the control building; and they are hoping to start it up within the next week or so (on manual). The manufacturer will be on-site for the start-up; and will return again when the flow-pace equipment is installed and the system changed from the manual setting. Mr. Pryor added that tanks for the chemical storage building have been delivered, set and are currently being filled with water for testing. After that, the roof can be placed on the building.

Leiter Pryor presented a change-order from the denitrification procurement contract.

He explained that when the contract for pre-purchase was let, it included some instrumentation. After progressing with the design work, however, it was thought that it would be best to get everything from one (1) supplier. This amounts to a credit of \$64,000 from ITT (now Xylem), and Kinsley has provided for that equipment under their contract.

Mr. Pryor advised that the project is reportedly on schedule, although he has concerns about the amount of work that still needs to be completed. He has been told by Gannett Fleming that the electrician should be starting next week. The next job meeting is scheduled for 02/13. Chairman Fleagle requested that Mr. Pryor send an email reminder to WBA members in case they would like to attend.

UPDATE – WATER SYSTEM IMPROVEMENT STUDY: Leiter Pryor reported that he and Scott Crum talked with Gannett Fleming. He feels that the study has been basically finalized ... and they are waiting to receive it back from Gannett Fleming. Copies will be forwarded to WBA members for review and discussion at the February meeting.

UPDATE – DR. JOSEPH ENGLEBRECHT JR. PROPERTY: Chairman Fleagle noted that members received copies of the appraisal for the Englebrecht property. He suggested that the WBA make him an offer in the amount of the appraisal (\$6,000), adding that they will pay all settlement fees (except back taxes). Lee Layman made a motion in accordance with Mr. Fleagle's suggestion. Allen Stine seconded; the motion passed unanimously.

UPDATE – SUMMER INTERN & WATERSHED IMPROVEMENTS: Leiter Pryor reported that he and Gordon Cruickshanks will be meeting with Craig Houghton and Beth Brantley (Penn State-Mont Alto Forestry Department) next week to discuss details of their proposed intern program. He mentioned there are some projects they would like to see accomplished on the watershed (electronic mapping and boundaries, and assistance with the chestnut plantings), and noted they could probably utilize two (2) interns. The matter can be discussed further at the next WBA meeting.

EXTENSION OF WATER AND SEWER MAIN EXTENSION AGREEMENTS (COLD SPRING BUILDERS): Mr. Pryor referred to correspondence received from Jim Zaiger (Cold Spring Builders). He is requesting an extension of three (3) more years for the water and sewer main extension agreements for Cold Spring Estates. Phase 7A has been completed, and he plans to do the W. Third Street portion next year. Christopher Snively made a motion to extend the water and sewer main extension agreements for Cold Spring Builders for an additional three (3) years. Lee Layman seconded; the motion passed unanimously.

SEWER MAIN REPAIR: Mr. Pryor reported that repair of the sewer main behind D. L. George at Seventh Street has been completed. A new manhole and approximately 60' of pipe was installed; and some blacktopping will be done when the weather improves. He noted that \$1,500 was budgeted for the work, and the current cost is around \$1,200.

Chairman Fleagle noted that work is progressing on the storm sewer work at the intersection of Second/Cleveland/Grant, and he requested that Scott Crum “keep an eye” on the water and sewer lines in that location.

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

Sewer Construction Fund Requisition #1006 - D. L. George & Sons - \$100.00 - Leased Space for Wastewater Plant Upgrades (January, 2013)

Sewer Construction Fund Requisition #1007 - Gannett Fleming Companies - \$7,448.26 - Construction Management related to WWTP Nutrient Upgrade Project for the period of November 3, 2012 through November 30, 2012

Sewer Construction Fund Requisition #1008 - Gannett Fleming Companies - \$2,866.80 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of November 3, 2012 through November 30, 2012

Sewer Construction Fund Requisition #1009 - Gannett Fleming Companies - \$271.20 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of November 3, 2012 through November 30, 2012

Sewer Construction Fund Requisition #1010 - Witter's Septic and Sanitation, LLC - \$70.00 - Portable toilet at 165 Cemetery Lane, Waynesboro, PA

Sewer Construction Fund Requisition #1011 - Xylem Water Solutions U.S.A., Inc. - \$5,000.00 - Shop Drawings (WWTP)

Sewer Revenue Fund Requisition #SA-86 - Material Matters, Inc. - \$1,332.41 - Environmental services in connection with the submission of an application for a PAG-08 General Permit for the period of September 29, 2012 to October 26, 2012

Sewer Revenue Fund Requisition #SA-87 - Material Matters, Inc. - \$845.00 - Environmental services in connection with the submission of an application for a PAG-08 General Permit for the period of October 26, 2012 to November 23, 2012

Sewer Revenue Fund Requisition #SA-88 - D. Lloyd Reichard, II - \$941.25 - Base Retainer for Legal Services for January 1, 2013 to March 31, 2013

Water Revenue Fund Requisition #13-01 - Gannett Fleming Companies - \$3,268.54 - Water distribution system evaluation including extended period simulation, water age simulation and fire flow analysis for the period of November 3, 2012 through November 30, 2012

Water Revenue Fund Requisition #13-02 - Gannett Fleming Companies - \$138.16 - Water distribution system evaluation including extended period simulation, water age simulation and fire flow analysis for the period of December 1, 2012 through December 28, 2012

Water Revenue Fund Requisition #13-03 - Gannett Fleming Companies - \$261.84 - Water system engineering services related to the performance of the duties of the Authority's consulting engineer as authorized under the Annual Services Agreement for the period of November 3, 2012 through November 30, 2012

Water Revenue Fund Requisition #13-04 - Gannett Fleming Companies - \$97.30 - Water system engineering services related to the performance of the duties of the Authority's consulting engineer as authorized under the Annual Services Agreement for the period of December 1, 2012 through December 28, 2012

Water Revenue Fund Requisition #13-05 - D. Lloyd Reichard, II - \$941.25 - Base Retainer for Legal Services for January 1, 2013 to March 31, 2013

Water Revenue Fund Requisition #13-06 - Lehman Appraisal Group - \$200.00 - Vacant Land Appraisal (328 Antietam Road, Fayetteville, PA)

William Pflager seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 3:40 p.m. on a Pflager/Layman motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant