

WAYNESBORO BOROUGH AUTHORITY

SEPTEMBER 17, 2013

MINUTES

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 3:05 p.m. with the following in attendance:

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

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

This meeting was held at the Waynesboro Water Treatment Plant.

APPROVE MINUTES: Lee Layman made a motion to approve the minutes of the August 20, 2013 meeting, as written. Christopher Snively seconded; the motion passed unanimously.

UPDATE – SEWER PLANT UPGRADE: Leiter Pryor provided WBA members with a spreadsheet outlining the upgrade expenditures to date.

He reported that they are still running the filters manually, and the valve extensions were shipped last Friday. The denitrification process seems to be working to some extent – according to the online monitoring, it appears the nitrogen output has been reduced by approximately 50% (which should improve even more when there is automated control of the valves). The phosphorus removal process has not been started yet, but it will be done when the integrators return the following day. He noted that they have been working on “de-bugging” the equipment to get the automated processes working, which he feels will be an ongoing process for another month or so.

The general contractor’s work on the mechanical portion of Clarifier #2 is almost complete; and they need to get the supplier in to do start-up on the drive. Grout will then be placed in the bottom of the clarifier, the concrete surface will be prepped and painted, and the unit can be placed back in-service. Work on the other clarifier is not as extensive, and Mr. Pryor noted the contractor should have it completed by the end of the year. One of the final clarifiers needs painted, which will be done in the spring. The other, however, needs a new drive and walkway. Vents on the bio-towers were released from production and should arrive within 1-2 weeks for installation.

Mr. Pryor noted they are still having issues with the methanol feed system – the level indicator on the tank is not operating properly, but a new antenna will be installed next week to correct the problem (this was a design issue). The methanol feed pumps are

both working now. The integrator has not flow-paced the methanol yet, but it will be taken care of later this week. The pumping station is on automatic, and the level indicators and controls can now be used.

Mr. Pryor stated that the motor control center and bathrooms of the denitrification building have been cleaned up, and the painters have been prepping the floor for the application process. The floors should be completed next week, and then the mechanical contractor will be installing the fixtures and partitions. The lockers have been shipped and will be mounted next week. He anticipates that the bathrooms will be operable in approximately two (2) weeks.

Mr. Fleagle asked about the roadway around the digester. Mr. Pryor replied that they are in the process of relocating equipment; and then will have a surveyor lay-out the roadway. He believes it is their intent for the excavator to compact stone for temporary use (it can then be paved in the spring). Mr. Pryor added that some work needs to be done on inlets down the road to widen the radius at the original gate, as well as modification to the fencing and removal of a light pole.

Discussion was held at the last job meeting regarding extending the deadline for work on the digester. All seemed to be in agreement that it is too late in the year to get started on it, so they will wait until March. Dave Weiss (Gannett Fleming) has asked Kinsley Construction for a revised schedule. Mr. Fleagle noted the WBA would like to have the time extension request for consideration at their next meeting, as revised information will need to be submitted to DEP.

Mr. Fleagle also mentioned that something needs to be done with the old gen-sets before winter. Mr. Pryor noted he will attempt to get an estimated value for the equipment, but will most likely have to do sealed bids. Discussion arose regarding the gen-set at the Third Street Pumping Station, and it was suggested that perhaps a trade-in could be negotiated.

The next job meeting at the WWTP will be held on Wednesday (09/25) at 10:00 a.m.

Mr. Pryor noted there is a Xylem invoice in the bills presented for payment at this meeting. Several staff members have been contacted by a collection agency regarding this invoice, which was going to be held until the valve extensions arrive. He suggested that the check be signed, but held until the valves are installed to ensure they are functioning properly. He added that 10% is still held back under the contract. Mr. Pryor also noted that 31 extra bags of media were delivered – and discussion was held regarding disposal.

SEWER MAIN EXTENSION AGREEMENT (HOMETOWNE HOMES, LLC): Two (2) Sewer Main Extension Agreements were submitted for Hometowne Homes, LLC – one for houses being built along Old Mill Road (Phase I) and the other for houses being built along S. Church Street (Phase II). A drawing was available at the last meeting, but there were questions regarding the utilities.

Mr. Fleagle explained that the developer, instead of making individual cuts for each of the housing units from the dwelling to the street, will put in the sewer line and it will be turned over to (and accepted by) the WBA. The WBA will then be responsible for maintaining the main and the 20' easement. After discussion, it was noted that an Application for Sewer Main Extension should have been submitted ... and the WBA will not approve the agreement until the preliminary Land Development Plan is approved. It was noted that the WBA is in agreement to serve the units requested, and fees will be discussed when they are ready to submit the final plan.

Allen Stine made a motion to authorize Leiter Pryor to execute the Application for Sewer Main Extension for Hometowne Homes (when received). Lee Layman seconded; the motion passed unanimously.

UPDATE - FAIRVIEW AVENUE WATER LINE PROJECT: Mr. Pryor reported that pipe for the Fairview Avenue water line project has been ordered, and the Borough's maintenance crew should begin the job within the next two (2) weeks. A copy of the drawings and work schedule will be available for review at the next WBA meeting.

THIRD STREET PUMPING STATION: Mr. Pryor noted that the force main from the Third Street Pumping Station broke today and sewage is backing up. It is still pumping wastewater, but a septage hauler has been placed on stand-by. It is felt that the repair work can be done without the need for bypass pumping.

2014 WATER AND SEWER BUDGETS: Leiter Pryor noted that he will present a rough draft of the 2014 budget at the WBA's October meeting. A special meeting can then be scheduled for additional review, and (hopefully) it can be approved at the November 19th meeting.

FIRE HYDRANT FLUSHING: Mr. Pryor reported that the staff plans to begin fire hydrant flushing in approximately a week. WBA members concurred.

REQUEST FOR NUTRIENT CREDITS: Mr. Pryor noted that correspondence was received from the Borough of Chambersburg regarding the possibility of purchasing nutrient credits from the WBA. He discussed the matter with Mark Malarich, and will respond that none are available.

PRV STATION: Mr. Pryor had commented at a previous meeting regarding a severe water leak near the Hospital. As a result, the flow increased at the PRV station. Both sides opened up, but they couldn't get one of the sides closed. After maintenance was conducted to make it operable, it was determined that a large piece of wood was under in the valve under the piston.

HAVEN HILL SUBDIVISION: Lloyd Reichard reported that he has talked with Mr. Beck's attorney, and is in the process of forwarding a draft agreement to him for review. He is hoping to have an executed copy for the WBA's next meeting.

EXECUTIVE SESSION: WBA members adjourned to executive session at 3:54 p.m. for

the purpose of discussing a legal matter. They reconvened to regular session at 4:20 p.m.

Christopher Snively made a motion to authorize execution of a proposal relative to an issue involving the well. Allen Stine seconded; the motion passed 3-0 (Lee Layman abstained).

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

Water Revenue Fund Requisition #13-31 - Gannett Fleming Companies - \$200.08 - 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 June 29, 2013 through July 26, 2013

Water Revenue Fund Requisition #13-32 - Emergency Communications Network - \$6,256.27 - CodeRED extension and service fee for 07/30/2013 to 07/29/2014

Water Revenue Fund Requisition #13-33 - Gannett Fleming Companies - \$59.94 - 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 July 27, 2013 through August 23, 2013

Water Revenue Fund Requisition #13-34 - S. Leiter Pryor - \$81.64 - Reimbursement for WBA meeting supplies

Sewer Construction Fund Requisition #1066 - PSI Pumping Solutions, Inc. - \$64,999.00 - Estimate No. 9 for Contract Four (Electrical Work - Wastewater Treatment Plant Upgrade) for work performed up to and including September 1, 2013

Sewer Construction Fund Requisition #1067 - Heisey Mechanical, Ltd. - \$62,017.33 - Estimate No. 3 for Contract Three (HVAC Work - Wastewater Treatment Plant Upgrade) for work performed up to and including September 1, 2013

Sewer Construction Fund Requisition #1068 - Kinsley Construction, Inc. - \$177,502.46 - Estimate No. 18 for Contract One (General Construction - Wastewater Treatment Plant Upgrade) for work performed up to and including September 1, 2013

Sewer Construction Fund Requisition #1069 - Gannett Fleming Companies - \$6,843.75 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of July 27, 2013 through August 23, 2013

Sewer Construction Fund Requisition #1070 - Gannett Fleming Companies - \$11,107.74 - Construction Management related to WWTP Nutrient Upgrade Project for the period of July 27, 2013 through August 23, 2013

Sewer Construction Fund Requisition #1071 - Gannett Fleming Companies - \$2,418.15 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of July 27, 2013 through August 23, 2013

Sewer Construction Fund Requisition #1072 - Xylem Water Solutions U.S.A., Inc. - \$91,054.00 - Estimate No. 4 for Procurement of Denitrification Filter System (WWTP) for work performed up to and including July 17, 2013

Christopher Snively seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 4:26 p.m. on a Snively/Layman motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant