

WAYNESBORO BOROUGH AUTHORITY

JULY 17, 2012

MINUTES

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 7:30 p.m. with the following in attendance:

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

Borough Staff – S. Leiter Pryor, Director of Borough Utilities

APPROVE MINUTES: Lee Layman made a motion to approve the minutes of the June 19th meeting, as written. Christopher Snively seconded; the motion passed unanimously.

PUBLIC IN ATTENDANCE: Wayne Bartholow, 35 N. Grant Street, was present. He voiced concern regarding the number of private vehicles parked outside the fence by the Borough's driveway to the well. Chairman Fleagle noted that the occupant/tenant of that property has been put "on notice", and the property's owner has been made aware of the situation. He added that there are a "number of issues involving that property" in addition to the vehicles; and the WBA is pursuing the matter.

UPDATE - SEWER PLANT UPGRADE: Leiter Pryor reported that the general contractor is continuing work on the denitrification pumping station. The base slabs and wall pours are currently being done (it should be up out of the ground by next week). Excavation work for the denitrification building is complete; and they did the shotcrete shoring. They have been doing exploratory drilling to determine the placement of piles for the foundation. Based on the drilling, it was determined that the holes will have to be deep (and some will have to be pre-drilled). He met with the general contractor and the subcontractor to discuss their planned approach. A drill rig was brought in this week; and a "geotechnical person" from Gannett Fleming was on-site to make a decision on when they can stop pre-drilling and start driving piles.

Mr. Pryor noted that no time line is available yet, but a draft is "in the works". He reported that the sequence of construction was changed somewhat ... and they are behind on some items, but moving forward on others. All-in-all, Mr. Pryor feels the project is "pretty much on schedule". Mr. Fleagle asked if they will wait until the denitrification filters are poured before they start running the lines, etc. Mr. Pryor stated that this was discussed; and he feels that some site work and trenching will probably be done in preparation. Portions of the filter system are on-site now, but shipment of the remainder was halted until the contractor is ready for it (to avoid putting the materials in storage). Mr. Pryor noted there is a sample panel of the concrete masonry units (split-face block) on-site for the WBA's review.

Mr. Pryor advised that the underground storage tank for the existing generator will need to be closed or removed, and he is currently seeking price quotes from several contractors. He noted that it will take approximately 45 days to secure a permit from DEP for the work, and he plans to have information together for action at the next meeting.

Leiter Pryor provided WBA members with a spreadsheet showing current project costs and proposed projections. He reviewed various scenarios (10% vs. 15% increases), but discovered a problem with the formula utilized in his spreadsheet. He will correct the error and the WBA can discuss the matter at their next meeting. He added that they had previously talked about making the rate increase effective

for the last quarter of 2012 in order to feel the full effect in 2013. Chairman Fleagle reminded Mr. Pryor to arrange a meeting with Congressman Shuster's office to discuss any potential funding assistance.

UPDATE – NORTH CHURCH STREET WATER MAIN: Leiter Pryor noted that engineering work (on the Borough's part) has been done and submitted to Dennis Black Engineering, however finalized drawings have not yet been returned. Mr. Pryor and Scott Crum met with Glen Watson (from Dennis Black Engineering) last week to discuss line sizes. Based on Mr. Crum's modeling, they determined that an 8" line is needed. Mr. Watson explained other issues which have delayed the work; and added that he "backed off" this project in order to concentrate on the stormwater project for the Borough. Chairman Fleagle instructed Mr. Pryor to arrange a meeting at Dennis Black Engineering for sometime next week, and he invited any available WBA members to attend. Discussion also ensued regarding the Maintenance Department's workload and when they are planning to begin on the project.

UPDATE – I & I (TV & GROUTING): Pursuant to the last meeting, Leiter Pryor presented Scott Crum's proposed plan regarding the I & I study. Field inspections will be done to identify some problem areas and then they will proceed with rehab work. Several of his recommendations (Items 1-3) will begin as soon as possible. Problems already identified will be discussed with Denny Benschhoff to determine when they can be completed. If the Borough's maintenance crew is short-staffed and not able to do this work, WBA members discussed contracting it out (and deducting the costs from the Borough's third quarter sewer allotment).

MATERIAL MATTERS PROPOSAL - BIOSOLIDS PERMITTING: Leiter Pryor noted that he is working on the landowner's agreement with Material Matters, and will view the site with Gordon Cruickshanks. The proposed term will be five (5) years with five (5) years renewable. Standard Operating Procedures for the farming practice also need to be reviewed to ensure they are in compliance with DEP regulations. Mr. Pryor stated that he will finalize the document and meet with the landowner to obtain his signature prior to the WBA's next meeting.

EMERGENCY SERVICES NOTIFICATION SYSTEM: Leiter Pryor reported that the WBA's current emergency services notification system was bought by CodeRed; and they are in the process of transitioning and updating their database. A press release will be provided to the newspaper in the near future advising the WBA's customers to register thru the Borough's website if they wish to participate. He added that CodeRed will run a simulation to test/check the database ... but the public will be notified prior to the test.

TRAIL CAMERAS: Mr. Pryor advised that trail cameras have been ordered and should arrive later this week. The staff is actively looking for areas to install the cameras.

PAY BILLS: Following clarification from Chairman Fleagle, Christopher Snively made a motion to approve payment of the following requisitions (with the exception of the two (2) in bold print, until certain issues are resolved) –

Sewer Construction Fund Requisition #980 - Kinsley Construction, Inc. - \$42,031.62 - Estimate No. 5 for Contract One (General Construction - Wastewater Treatment Plant Upgrade) for work performed up to and including June 30, 2012

Sewer Construction Fund Requisition #981 - Gannett Fleming Companies - \$9,565.16 - Construction Management related to WWTP Nutrient Upgrade Project for the period of May 5, 2012 through June 1, 2012

Sewer Construction Fund Requisition #982 - Gannett Fleming Companies - \$15,118.59 - Construction Management related to WWTP Nutrient Upgrade Project for the period of June 2, 2012 through June 29, 2012

Sewer Construction Fund Requisition #983 - Gannett Fleming Companies - \$9,792.45 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of May 5, 2012 through June 1, 2012

Sewer Construction Fund Requisition #984 - Gannett Fleming Companies - \$9,848.55 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of June 2, 2012 through June 29, 2012

Sewer Construction Fund Requisition #985 - Gannett Fleming Companies - \$143.55 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of May 5, 2012 through June 1, 2012

Sewer Revenue Fund Requisition #SA-79 - Borough of Waynesboro (Clearing Account) - \$197,212.00 - 3rd Quarter, 2012 Sewer Allocation

Water Construction Fund Requisition #WC-99 - Dennis E. Black Engineering, Inc. - \$3,901.50 - Professional Services re: North Church Street Water System Improvement Project from June 1, 2012 to June 22, 2012

Water Construction Fund Requisition #WC-100 - Gannett Fleming Companies - \$799.86 - Water Distribution System Evaluation from June 2, 2012 to June 29, 2012

Water Revenue Fund Requisition #12-18 - Gannett Fleming Companies - \$417.10 - Water system engineering services related to the performance of the duties of the Authority's consulting engineer and other services as authorized for the period of May 5, 2012 through June 1, 2012

Water Revenue Fund Requisition #12-19 - Gannett Fleming Companies - \$350.16 - Water system engineering services related to the performance of the duties of the Authority's consulting engineer and other services as authorized for the period of June 2, 2012 through June 29, 2012

Water Revenue Fund Requisition #12-20 - Borough of Waynesboro (Clearing Account) - \$341,755.00 - 3rd Quarter, 2012 Water Allocation

Water Revenue Fund Requisition #12-21 - Deborah J. Gift - \$367.06 - 2012 WASD Real Estate Taxes (Blue Rock Road, Lot #1 - Parcel #19-0L18.-058B-EX0000)

Water Revenue Fund Requisition #12-22 - Deborah J. Gift - \$1,691.17 - 2012 WASD Real Estate Taxes (Rattlesnake Run Road - Parcel #19-0L15.-001A-000000)

Water Revenue Fund Requisition #12-23 - Emergency Communications Network, LLC - \$6,069.00 - CodeRED Services (one year extension for July 30, 2012 through July 29, 2013)

William Pflager seconded; the motion passed unanimously.

Upon request of the Chairman. WBA members adjourned to executive session at 8:50 p.m. to discuss a legal matter. The meeting reconvened at 9:15 p.m.; and a motion was made by Christopher Snively (seconded by Allen Stine) to adjourn the meeting at 9:20 p.m.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant