

WAYNESBORO BOROUGH AUTHORITY

SEPTEMBER 18, 2012

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, S. Allen Stine, Lee Layman and William Pflager (via videoconference from England)

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

_____D. Lloyd Reichard, II, Authority Solicitor

APPROVE MINUTES: Allen Stine made a motion to approve the minutes of the August 28, 2012 meeting, as written. Lee Layman seconded; the motion passed unanimously.

UPDATE – SEWER PLANT UPGRADE: Leiter Pryor reported that work is continuing on the denitrification building. Several pours have been made to the base slab and they are working on the methanol storage pad for the storage tank. The masons are working on the chemical building, and ran all the block up (except the top of the building) and are working on the interior walls now. The general contractor also poured the base slabs for the chemical storage tanks in the chemical building. The pump start-up on the new Gorman-Rupp pumps in the control building was done, and they seem to be running well.

Mr. Pryor noted that there has been a lot more manpower on-site and things seem to be progressing. A coordination meeting was held earlier this day regarding gas service to the plant. (Service was terminated as a safety precaution when the excavation work was being done.) They will be hauling sludge in a few weeks, and gas service will be needed in order to get the process started again in the digester.

Mr. Pryor noted that some of the equipment (blowers) were delivered early and have been stored temporarily in the plant's garage, however he is working with the contractor to get them moved off-site. D. L. George gave him a quote for storage of approximately \$100/month, and he plans to pursue that option.

Mr. Pryor commented that a large concrete pour will be done the following two (2) days. The gen-set base is completely finished, and the equipment should be installed in November. He noted that the timeline presented at the job meeting indicates that the project is on schedule. He will provide a copy of the schedule to the WBA members.

RESOLUTION (10% SEWER RATE INCREASE): Chairman Fleagle noted that the WBA agreed at their last meeting to increase sewer rates by 10%, effective on 10/01, and he presented a resolution for this purpose. Allen Stine made a motion to adopt the resolution increasing sewer rates, effective 10/01. Christopher Snively seconded; the motion passed unanimously.

RESOLUTION

WHEREAS, the Waynesboro Borough Authority has determined that a sewer rate adjustment is necessary to meet the current and future needs of the Waynesboro sewer system, and

WHEREAS, the Waynesboro Borough Council has adopted sewer rates as set forth in Sewer Use Ordinance No. 920, and

WHEREAS, the Waynesboro Borough Council shall adjust sewer rates by Resolution 2012-13 on September 19, 2012.

Complete copy on file at Borough Hall.

UPDATE - WELL-2: At the past several meetings, Mr. Pryor has discussed difficulties they have been experiencing with the membrane feed pressures increasing. Several cleanings have been done, utilizing cleaners from Avista Chemicals, but the pressure problem has not improved. After discussions with Gannett Fleming, they decided to try another chemical supplier – King Lee Products. He and Gordon Cruickshanks have been in contact with them, and they will supply another cleaning product they feel will do a better job. They also suggested a different anti-scalant product to use, which is fed on a daily basis. The cleaning (with the new product) will be done within a week or so; and if a pressure reduction occurs, it will prove the cleaner is working. WBA members concurred. Mr. Pryor will report back at the next meeting.

UPDATE – NORTH CHURCH STREET WATER MAIN: Mr. Pryor noted that good progress is being made ... they are in front of Savoy now. Two (2) main breaks occurred and were repaired, and customers were notified to boil their water. He stated that the line was in really bad shape. After discussion on specifics of the upgrade, it was suggested that the leak history be checked on the portion of the water line beyond West Avenue (around the bend), as it might be a good idea to replace this line also while work is being done closeby. Mr. Pryor commented that the project will probably be done ahead of schedule unless weather becomes a problem; but he has not yet received any figures regarding costs.

UPDATE – WEST BRANCH FARMS BIOSOLIDS: Leiter Pryor noted that he has received an executed agreement for land application from West Branch Farms. Gordon Cruickshanks is working with Material Matters to provide surrounding landowners with a Notice of Intent to apply to qualify that property as a biosolids application site. Soil samples will be conducted in the near future.

Along those same lines, Mr. Pryor advised that the general permit for biosolids needs to be renewed this year. This will require a lot of work; and with the sewer plant upgrade project and upcoming budget, it will ease his workload if Material Matters could be contracted to handle the renewal application. He has received a proposal from them for a not-to-exceed figure of \$5,500. Lee Layman made a motion to contract with Material Matters to assist with renewal of the biosolids permit for a not-to-exceed figure of \$5,500. William Pflager seconded; the motion passed unanimously.

Mr. Pryor reported that sludge will be hauled to the Gayman Farm as soon as their corn is cut; and the West Branch Farm should be permitted and ready for application in the spring. Discussion followed regarding the analyses conducted; and Mr. Pryor noted he is anxious to see how the sludge quality changes when the new process is begun, as more nutrients will be added to the sludge. He suggested that the WBA may wish to pursue going to Class 1 biosolids in the future, instead of Class 2, which would be more marketable.

AT&T EQUIPMENT UPGRADE REQUEST: Leiter Pryor reported that AT&T agreed to the WBA's proposal for an additional \$500/month with a 15% escalator. Their legal department is re-drafting the amendment, and a copy will be forwarded to Lloyd Reichard for review upon receipt.

SHENTEL EQUIPMENT UPGRADE REQUEST: Leiter Pryor noted that an executed agreement has been received from Shentel, and they are ready to start construction. They received their Land Use

Permit, and have been invoiced for Gannett Fleming's engineering fees with regard to this matter.

It was noted that, with these upgrades, the WBA will be receiving approximately \$9,000/month total revenue at the N. Broad Street Reservoir site.

TAP FEES - RINGGOLD STREET DUPLEX (KOURLIOUROS): Mr. Pryor noted that Tom Kourliouros is putting in a duplex on Ringgold Street, and is requesting to pay the appropriate tap fees for service. He added that this will require private fire protection; and Mr. Kourliouros will need to talk with someone to determine what size line will be required. WBA members noted no problems with providing water and sewer service for the two (2) lots, provided that the appropriate fees are paid.

Discussed ensued regarding the review of tap fees when the sewer plant upgrade is completed, as those can be raised based on the new operating costs.

SEWER LINE ON SEVENTH STREET: Chairman Fleagle asked about the status of the sewer line on Seventh Street which needs to be repaired. Mr. Pryor noted he has discussed the matter with the Engineering Department, and they said the Maintenance Department will install approximately 150' of sanitary sewer when the N. Church Street water line project is completed. Cost estimates will be provided at the next WBA meeting. A temporary repair was done, and it is working now; but there will be long-term issues if the matter isn't addressed. He will keep the WBA apprised.

EXECUTIVE SESSION: Mr. Fleagle noted that an executive session will be held at the end of the meeting to discuss legal issues.

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

Sewer Construction Fund Requisition #990 - Kinsley Construction, Inc. - \$129,251.07 - Estimate No. 7 for Contract One (General Construction - Wastewater Treatment Plant Upgrade) for work performed up to and including August 31, 2012

Sewer Construction Fund Requisition #991 - Gannett Fleming Companies - \$18,301.03 - Construction Management related to WWTP Nutrient Upgrade Project for the period of July 28, 2012 through August 24, 2012

Sewer Construction Fund Requisition #992 - Gannett Fleming Companies - \$8,471.86 - Construction Phase Services for WWTP Upgrade and Rehabilitation for the period of July 28, 2012 through August 24, 2012

Sewer Construction Fund Requisition #993 - Gannett Fleming Companies - \$729.90 - Engineering assistance to Waynesboro Borough Authority associated with PENNVEST financing for the Wastewater Treatment Plant Rehabilitation Project during construction for the period of July 28, 2012 through August 24, 2012

Sewer Revenue Fund Requisition #SA-80 - D. Lloyd Reichard, II - \$941.25 - Base Retainer for Legal Services for October 1, 2012 to December 31, 2012

Water Construction Fund Requisition #WC-103 - Dennis E. Black Engineering, Inc. - \$12,466.13 - Professional Services re: North Church Street Water System Improvement Project from July 21, 2012 to August 24, 2012

Water Revenue Fund Requisition #12-28 - D. Lloyd Reichard, II - \$941.25 - Base Retainer for Legal Services for October 1, 2012 to December 31, 2012

Water Revenue Fund Requisition #12-29 - The Mahfood Group, LLC - \$600.00 - Site Visit and Meeting (August 9, 2012)

Water Revenue Fund Requisition #12-30 - Gannett Fleming Companies - \$381.26 - Microwave dish for AT&T on water tank at 341 N. Broad Street in Waynesboro (AT&T Site 10084836) for the period of August 25, 2012 through September 11, 2012

Water Revenue Fund Requisition #12-31 - Gannett Fleming Companies - \$1,815.38 - Microwave dish for Shentel on water tank at 341 N. Broad Street in Waynesboro for the period of July 28, 2012 through September 11, 2012

Allen Stine seconded; the motion passed unanimously.

WBA members then adjourned the meeting to executive session at 3:48 p.m. They reconvened to regular session and adjourned the meeting at 4:08 p.m.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant