

WAYNESBORO BOROUGH AUTHORITY

OCTOBER 19, 2010

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 – Lee Layman, Jon Fleagle, William Pflager, Christopher Snively and S. Allen Stine

____Borough Staff – S. Leiter Pryor, Director of Borough Utilities
D. Lloyd Reichard, II, Authority Solicitor
Scott Crum, Chief Draftsman/Inspector

APPROVE MINUTES: Allen Stine made a motion to approve the minutes of the September 21, 2010 meeting, as written. William Pflager seconded; the motion passed unanimously.

UTILITY SERVICE (CRAIG MAHRLE - TOWNHOMES): Craig Mahrle was in attendance. Leiter Pryor noted that Mr. Mahrle began building townhomes in the former Beck & Benedict building a while back; but utilities for the property had never actually been worked out. He added that there are currently six (6) townhomes to the rear of that building which will require water and sewer service.

Mr. Pryor and Scott Crum met recently with Mr. Mahrle to view the property. Mr. Pryor explained that the sewer services are currently “ganged together” on one common line in the basement. It is his understanding that the units will be deeded separately someday, which is not consistent with the WBA’s Rules and Regulations unless there is a maintenance agreement or a Homeowners’ Association in place. It was noted that Mr. Mahrle intends to prepare agreements for each property owner, including easements for access to the water and sewer lines for the individual units. Chairman Fleagle instructed Mr. Mahrle to provide a copy of the maintenance agreement to Mr. Pryor for review (and final review by Lloyd Reichard); and if everything is in order, the matter can be presented for approval at the WBA’s next meeting.

In addition, Mr. Pryor noted that there is currently a 1" water service line coming into the building, which (he feels) will not be adequate to serve the units. Scott Crum suggested that there is a way to tap off the fire line in the alley where the 1" service is now – upgrade the line size to possibly a 2" and install meters with shut-off valves outside in a vault adjacent to the building. Mr. Pryor noted that this would accommodate Mr. Mahrle’s needs and the WBA’s requirements. Mr. Mahrle stated that there will ultimately be 11 or 12 meters (including the commercial units) and each unit will be metered separately. Mr. Pryor noted that the meters would have to be segregated from the remainder of the basement, and precautions will need to be taken to ensure that the meters don’t freeze.

In light of the requested upgrade from a 1" to 2" line, Chairman Fleagle asked what fees would be charged. Mr. Pryor voiced his opinion that Mr. Mahrle would pay capacity and distribution fees for the six (6) new units, based on a 3/4" line. Authority members concurred.

OPEN RANGE COMMUNICATIONS: Two (2) individuals who serve as consultants to Open Range Communications were present at the meeting. They explained that Open Range is a wireless broadband provider, partially funded by the federal government. Their mission is to roll out an integrated, wireless service with some voice-over-internet telephone services that are bundled

together for small businesses and residential uses. Waynesboro is one of their 500 markets within 19 states. The company is relatively new, with approximately 100 markets in-service, and serving almost 15,000 subscribers.

The company is looking to launch this market by the end of 2010, and they know they will need at least one (1) site for their wireless radio (which looks very much like a cell antenna) and equipment. They may also need a second site. Their first choice of locations is the existing water tower on N. Broad Street. Although it is "pretty busy" there, it appears that there is a spot where they could put their equipment at approximately 60'. Their engineering group is currently running radio frequency engineering to determine if 60' is high enough to be able to get the coverage requirement. (Because of their government funding, they must be able to cover 90% of the homes in an area that they determine.) If they can't make 90% at 60', their other option would be to build a monopole at the site. As Mr. Pryor had indicated that the WBA discussed this possibility in the past and they may be interested in partnering with the WBA on that project, an overview was given of the possible options for this undertaking. Their first choice would be to sign a lease and install the radio antennas at 60' (just as the other providers have done). If that doesn't work, their second choice would be to build a monopole. In that case, they would like to bring in a "cell on wheels" so the market could be launched by December. The monopole would be approximately 150' tall; and a good approach would be that the WBA would sign a long-term agreement to provide the land and Open Range would provide the capital to build the pole. Open Range would own the pole and give WBA a future right-of-first-refusal to buy the tower at the end of the lease (which would be a certain cost plus any costs that Open Range hasn't recovered). Revenues on the monopole would be shared – Open Range would get the majority (i.e. 65/35) until the capital costs have been recovered; and then the formula would "flip" with the WBA receiving the majority.

Information regarding the company was provided. It was noted that they will be in contact with Leiter Pryor when they hear from their engineers if the 60' height will accommodate their needs. WBA members noted their willingness to work with Open Range if they can add their equipment to the tank; and added that the possibility of erecting a monopole could probably be worked out.

WELL #2 UPDATE: Leiter Pryor reported that the staff has been keeping watch over the pressures and conductivity readings since the membranes were cleaned at the well, and they are beginning to stabilize. He noted that they are still experiencing orange sediment on the "pre" side, and filters are being changed every 4-5 weeks. He added that the Long spring has been running since the last rain.

Chairman Fleagle asked if Craig Houghton (Penn State-Mont Alto Forestry Department) had responded yet to the WBA's request for assistance in planting trees, etc. at the well site. Leiter Pryor noted he has not heard anything, but will check again.

TANK MAINTENANCE FUND UPDATE: Lee Layman reported that two (2) deposits have been made to the WBA's Tank Maintenance Fund through PLGIT. To date, there is \$144,000 in the account (and future monthly income will be \$6,060). Chairman Fleagle thanked Lee Layman again for his efforts in rectifying this situation.

ANTRIM FAITH BAPTIST CHURCH WATER SERVICE REQUEST: Mr. Fleagle noted that a request for water service was received for the Antrim Faith Baptist Church. Scott Crum distributed drawings, and explained that they would like to serve the existing church, two (2) existing dwellings by the church and two (2) existing cabins across the creek. A yard hydrant will also be provided for an existing maintenance shed.

Mr. Crum noted that there is currently a 6" line past the Moose Club to the rear of the pumping station, which ends in a blow-off. He proposes removing the blow-off, running the 6" to Third Street, installing a 6x8 tee, valve/cap it towards Fairview Avenue, proceed across the creek and install another 2" blow-off. (He noted that this is Jim Zaiger's "price" for the right-of-way.) Mr. Crum stated that the Church

already has their lines installed to Mr. Zaiger's property line, and need to continue it to Third Street. The entire line would be the Church's responsibility, as it is a private line. There will be a master meter, but the WBA will charge a minimum bill for four (4) units. In addition, they will pay a full tap fee for four (4) units – church, parsonage, two (2) dwellings.

Chairman Fleagle noted that the request was approved at the WBA's last meeting, subject to receipt of these drawings; and Mr. Pryor noted that he sent correspondence to WTMA regarding the matter. Mr. Pryor suggested that a note be included on the plans that "any additional units need to be approved by the WBA and recorded at the Courthouse". The WBA members concurred.

SEWER PLANT UPGRADE DESIGN STATUS: Chairman Fleagle asked for information regarding news that EPA is now stating that the Chesapeake Bay plans for PA, MD, WVA and VA are "no good". Mr. Pryor explained that DEP submitted a Watershed Implementation Plan for review by EPA. The plan addressed industrial, private and municipal concerns; but EPA found numerous deficiencies ... so it is "back to the drawing board" for DEP, and DEP will need to submit a final plan for approval. If that final plan is rejected by EPA, EPA has a back-up plan which will "nail" the publicly-owned treatment works by essentially requiring their further reduction of nitrogen and phosphorus concentrations by one-half or more. Mr. Pryor has talked with Mark Malarich, and they feel that these requirements could be met by the technology that has been chosen, but it will cost more money operationally.

Leiter Pryor read an email from Mark Malarich about Gannett Fleming's progress. They are hoping to have the draft specifications ready for WBA review by the week of November 1st. In addition, Mr. Pryor reported that he has received several telephone calls regarding the H2O grant, and anticipates hearing from them next month.

2011 WATER AND SEWER BUDGETS: Mr. Pryor distributed 2011 Water, Sewer and Capital Projects budgets. They were reviewed briefly and discussed. Chairman Fleagle requested that a special meeting be held to review the budgets in-depth. A meeting was scheduled for Tuesday, November 2nd, at 7:30 p.m. WBA members concurred.

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

Sewer Requisition #921 - Gannett Fleming Companies - \$21,069.82 - Engineering services to the Waynesboro Borough Authority associated with the upgrade and rehabilitation of its wastewater treatment plant for the period of August 28, 2010 through September 24, 2010

Water Requisition #10-20 - Borough of Waynesboro (Water Fund) - \$104,100.00 - 4th Quarter Water Allocation

Water Requisition #10-21 - Gannett Fleming Companies - \$98.68 - Water System Engineering Services related to the performance of the duties of the Authority's consulting engineer and other services as authorized (Part B - 2010 Annual Services) for the period of August 28, 2010 through September 24, 2010

Water Requisition #10-22 - M & T Bank (Fee Processing) - \$900.00 - Paying Agent Fee for the period of 10/02/09 to 10/01/10

Water Construction Fund Requisition #WC-80 - Gannett Fleming Companies - \$395.42 - Water system engineering services related to the performance of the duties of the Authority's consulting engineer and other services as authorized, including Part A - Pennvest Assistance (Well 2), for the period of August 28, 2010 through September 24, 2010

Water Construction Fund Requisition #WC-81 - Gannett Fleming Companies - \$1,627.32 - Construction Management Services related to Membrane Treatment at Well No. 2 for the period of August 28, 2010 through September 24, 2010

Allen Stine seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 9:08 p.m. on a Layman/Snively motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant