

WAYNESBORO BOROUGH AUTHORITY

DECEMBER 15, 2009

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

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

APPROVE MINUTES: Allen Stine made a motion to approve the minutes of the November 17th meeting, as written. William Pflager seconded; the motion passed unanimously.

SOURCE DEVELOPMENT UPDATE: Leiter Pryor reported that there are still several punch-list items which have not yet been completed. The hot water heater is still a problem; and internal door locks were installed, but two (2) won't lock. The contractor is aware of the problem and will have the latching mechanisms repaired. The remaining items should be resolved within the next several weeks, and the occupancy permit has been received from Washington Township. He added that they are still running the well Monday thru Friday and shutting it down over the weekend. For a while they were shutting it down longer to see if there was any impact on the Long spring. No impact was seen, but they continue to take readings. In addition, he noted that the feed pump is working fine – the new head they installed seems to have helped.

WATER SERVICE - HARPER DRIVE; Leiter Pryor noted he received an email from WTMA requesting the WBA re-visit the issue regarding water service to Harper Drive. The matter was discussed previously, and it was noted that 44 customers were involved (which amounted to the collection of \$132,000 in tap fees). It is estimated that an upgrade to the system for this area would cost approximately \$125,000, and would benefit more customers than just the 44. WTMA wants them as their customers and feels they could serve them better. WBA currently gives these customers approximately 40 lbs. of pressure, but WTMA estimates they could provide 60. Allen Stine added, however, that most people on wells are only getting 40. Mr. Pryor noted that the only benefit of the added pressure WTMA could provide would be fire flows, adding that this is the only area in the WBA's system that has fire flow issues.

Chairman Fleagle stated that he is not interested in giving up any tap fees ... and revenue for 44 customers would be approximately \$12,000/year. After discussion on the matter, WBA members agreed they are not willing to give up the revenue ... so they decided to proceed with the system upgrade as discussed.

NTELOS PROPOSAL: Leiter Pryor noted that WBA members received a draft agreement from NTELOS in their packets for additional equipment being placed on the N. Broad Street standpipe. He provided them with a copy of the last agreement negotiated with Shentel, and they incorporated practically everything the WBA requested in all other agreements. Before proceeding, however, he wanted to ensure that the WBA is satisfied with the fenced-in area they are proposing. NTELOS is proposing to mount their equipment close to the AT&T standards already on top of the tank, and will

provide a structural analysis for the WBA's review. In addition, they have agreed to a payment of \$1,500/month.

After discussion, Leiter Pryor was instructed to advise NTELOS that the WBA would like to have more information regarding mounting of their antenna, but the location of the ground equipment appears to be generally accessible. Mr. Pryor will request a slight modification, unless there is a particular reason regarding accessibility that it cannot be done. Lloyd Reichard will review the proposed agreement in the meantime.

SEMS TECHNOLOGIES - SOFTWARE PROPOSAL: Leiter Pryor noted that Gordon Cruickshanks requested he look at a "demo" of this software. He noted it appears to be good software, but it comes with an annual price of \$2,600. It would also require high-speed internet at the plant (which is not currently available except via satellite). He explained that the software has all of DEP's monitoring requirements built-in, and would prompt (on a daily basis) what samples to take, where to take them, etc., as well as provide other management tools. He suggested that, since the budget has already been adopted, they should review other software options and discuss the matter further during 2011 budget negotiations. WBA members agreed.

Leiter Pryor also reported that DEP has changed their notification requirements for "boil water" advisories, etc. He explained that posting is no longer considered sufficient, so he has requested a proposal from a company who does automated notifications. He suggested that the WBA and WTMA could enter into a joint purchasing venture for this software. He will advise WBA members when additional information is received.

GEMCRAFT UPDATE: Lloyd Reichard reported that he filed a notice of claim approximately three (3) weeks ago. He noted he is "optimistic", but nothing else can be done until a decision is made on the bankruptcy (which could be up to six months). He further stated that if Gemcraft "comes out of the bankruptcy" and doesn't pay the WBA, they could impose a special purpose fee for sewer taps in that development only. He will report back when he receives further word on the matter.

ENGAGEMENT LETTER FOR 2009 AUDIT (SMEK&CO.): Leiter Pryor reported that Smith Elliott Kearns & Company is proposing to conduct the 2009 audit at a cost not-to-exceed \$4,800 (it was \$4,650 last year), and he recommended proceeding. Christopher Snively made a motion to approve the proposal. William Pflager seconded; the motion passed unanimously.

SEWER PLANT UPGRADE: Leiter Pryor stated that he was requested to contact Ken Myers about the grant Huntington received for their sewer facility. Theirs was funded through the first round of the Chesapeake Bay Initiative (a lot of their design work had already been completed when the federal funding became available), and they secured close to \$800,000 in grants. He noted that another round of that type of funding will be available this summer.

Chairman Fleagle noted he was under the impression that Mark Malarich would be in attendance at this meeting to discuss the sewer plant upgrade study. Leiter Pryor stated that he contacted him immediately after the last meeting, but just received an email from him late today. The price was "twice" what he thought it might be, and would like to have a chance to review it further before going into a lot of detail. He advised Mr. Malarich to plan on attending the January meeting to discuss the matter with WBA members. Jon Fleagle also suggested that Mr. Pryor contact him to arrange a meeting early next week. He added that the Authority may need to consider raising sewer rates in anticipation of the upgrade costs.

SEWER BACK-UP ON W. EIGHTH STREET: Leiter Pryor discussed an issue on W. Eighth Street where the sewer lateral backed up into a residence. The property owner called Martz Plumbing, who found a lot of roots from the Borough's trees in the median. Discussion followed regarding whose responsibility this would be. The owner feels he shouldn't be responsible for tree roots. Lloyd Reichard

noted that the property owner should be responsible because he took it upon himself to contact Martz. Leiter Pryor stated that the Borough maintains to the curb stop for water (which is anything in the public right-of-way); and the regulations state that the property owner is responsible for anything from the main for sewer. (Scott Crum noted that the Borough cleans out the mains once a year, but has no way of cleaning out the laterals – that is probably why the regulations were written in this way.) After further discussion, WBA members suggested the problem should be turned over to the Borough, as the Borough's trees caused the problem.

RENOVATIONS TO SECOND FLOOR MEETING ROOM: Leiter Pryor reported that renovations to the second floor meeting room are moving forward. He stated that their goal is for the room to be finished in time for the Authority's next meeting.

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

Water Requisition #09-29 - Gannett Fleming Companies - \$420.14 - Water system engineering services related to the performance of the duties of the Authority's consulting engineer and other services as authorized (Part A - 2009 Annual Services and Part C - Preliminary Review of IPRBC Report) for the period of October 24, 2009 through November 20, 2009

Water Construction Fund Requisition #WC-54 - Gannett Fleming Companies - \$6,475.62 - Construction Management Services related to Membrane Treatment at Well No. 2 for the period of October 24, 2009 through November 20, 2009

Water Construction Fund Requisition #WC-55 - Johnston Construction Company - \$56,995.02 - Construction of Well No. 2 Membrane Treatment Facility (Contract Two - General Construction) - Estimate No. 11 for work performed up to and including November 20, 2009

Water Construction Fund Requisition #WC-56 - Gannett Fleming Companies - \$258.94 - Water system engineering services related to the performance of the duties of the Authority's consulting engineer and other services as authorized (Part B - PENNVEST Assistance) for the period of October 24, 2009 through November 20, 2009

Lee Layman seconded; the motion passed unanimously.

WELL PROJECT: Discussion ensued regarding total project costs for the well, which were originally estimated to be \$2.3 million dollars. Leiter Pryor reported the project is tracking "on budget" and there are sufficient funds to cover it – they received \$2.6 million dollars from PENNVEST and \$200,000 from Congressman Shuster.

Having no further business to conduct, the meeting adjourned at 8:39 p.m. on a Stine/Snively motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant