

WAYNESBORO BOROUGH AUTHORITY

JUNE 17, 2008

MINUTES

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

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

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

APPROVE MINUTES: Christopher Snively made a motion to approve the minutes of the May 20, 2008 meeting, as written. Lee Layman seconded; the motion passed unanimously.

PROPOSAL - SHENTEL PCS: Tucker Lahr, site acquisition consultant for Shentel PCS, was present. He explained that they are proposing to attach some antennas and related equipment to the N. Broad Street tank, similar to the existing antennas of AT&T Cingular (on the top of the tank) and T-Mobile (on the side). As there is not enough height to allow the equipment to be installed below T-Mobile's on the sides of the tank, they are proposing to mount above the AT&T antenna and place a 10x14' concrete pad at the base of the tank for radio equipment. Mr. Lahr noted that a written proposal and lease agreement have been submitted to the Authority's Solicitor for review.

Discussion followed regarding AT&T's inquiry about modifying their existing equipment on the site. Mr. Lahr suggested that the two companies could work together to design some type of mount for all their equipment

Chairman Fleagle noted that this matter was discussed at the Authority's last meeting, and they seemed agreeable to move forward. He requested that Mr. Lahr provide them with engineering drawings for review by Gannett Fleming to ensure that no structural problems exist. Mr. Lahr was told to work closely with Leiter Pryor to ensure that the pad and building are placed at a suitable location. Mr. Pryor and Lloyd Reichard will work on a proposed agreement and forward a copy to the WBA for review as soon as possible.

SEWER MAIN EXTENSION AGREEMENT - TOM KOURLIOUROS: Lee Royer noted that, during the Planning Commission's review of the Kourliouros Subdivision/Land Development Plan, Jon Fleagle discussed the location of the sewer line (and they have since re-located it further away from the buildings). He further explained difficulty with the installation of a drywell tank and rear decks on the townhouses, so the sewer line was slightly re-located again. The property owner will have responsibility for maintaining the entire sewer line, as well as the drywell tank. Discussion ensued regarding whether the lots will be subdivided and deeded separately. Solicitor Lloyd Reichard noted, in that case, the Authority would need something to ensure that there will be continued maintenance (via a Homeowners' Association agreement). Mr. Royer noted that he will clarify the matter and will submit an Application/Agreement for Sewer Main Extension in the near future.

SOURCE DEVELOPMENT UPDATE: Leiter Pryor reported that he is working on obtaining a building permit for construction at the well site and a Land Use Permit has been issued by Washington Township. The next step is to make application to the Commonwealth Code Enforcement Agency for

fees/inspections. The entire process will take approximately four (4) weeks. Information regarding insurances and bonding was received from Gannett Fleming and forwarded to Lloyd Reichard for approval. They are hoping to give Notice-to-Proceed to the contractor in mid-July.

Mr. Pryor also noted that he received an e-mail from Tim Glessner regarding questions submitted by the general contractor: (1) if the contracts are executed before the building permit is issued, can they do erosion/sedimentation work – per Gerald Zeigler, this is not a problem as long as they are not pouring footers and starting actual construction; and (2) the general contractor would like to start submitting shop drawings for Gannett’s review immediately – Mr. Pryor cautioned that, since there are no signed contracts yet, if Gannett reviews the drawings and the contractor “walks away”, costs for the review would be the Authority’s responsibility. He does feel, however, that it would keep things moving; and the Authority concurred with proceeding.

Scott Crum displayed a proposed distribution plan for the McCleaf well. He discussed the area to be served solely by the well and mixed, etc. A lengthy discussion was held regarding several different scenarios and possibilities.

PENNVEST UPDATE: Leiter Pryor noted that he is still gathering documents needed for the PENNVEST closing, which will be held approximately the first or second week in September (this shouldn’t be an issue, because the contractor won’t start any real construction until August anyway). Gannett Fleming and bond counsel have been contacted and a task list prepared. Resolutions, etc. will be prepared for approval at the Authority’s next meeting.

Regarding the “Shuster” grant money, Mr. Pryor noted that the Corp of Engineers has requested additional information on the project for their preparation of a project scope. All information/documents requested have been submitted, and he is hopeful that a check will be issued within the next several months.

ENTERPRISE AVENUE PUMP STATION UPDATE: Leiter Pryor reported that the pumping station has been placed in-service and is running very well. There were several issues with operation of the Gen-set, but those have been resolved. Now that school is out, the contractor is ready to install the manhole - that will be completed in another week or two.

Leiter Pryor reported that he has had conversations with Gemcraft Developers regarding reimbursement for the upgrade costs. They indicated that, due to the nature of the current housing market, they can’t pay the balance in one lump sum and would like to make some type of payment arrangements. Mr. Pryor had informed them that the Authority indicated a one-year timeframe would be suitable, but Gemcraft indicated they would like to extend it to a two-year period (and would be willing to pay interest during the second year). Mr. Pryor noted that this should be no problem, and the Authority agreed with the request. Lloyd Reichard was instructed to prepare an agreement for a two-year term (with interest of 5% on the remaining balance for the second year). Mr. Fleagle noted that, as water and sewer taps were halted until a payment agreement was reached, if they need one or two taps in the meantime, he saw no problem in granting them.

WASD REQUEST: Leiter Pryor noted that Jeff Adams (WASD Maintenance Superintendent) is requesting the Authority’s approval for a 120-volt receptacle to be powered from the Enterprise Avenue Pumping Station to power a small timer/control for their irrigation system. After discussion, the WBA agreed that the School District should contact Allegheny Power to obtain their own utility service. They further agreed that temporary service will be provided until another source can be found, but established a deadline of October 1st for this to be done.

ACCEPT 2007 AUDIT: WBA members received copies of the 2007 audit. The auditors note that several issues regarding bond transfer payments need to be taken care of. Both expenses and

revenues are “up”, but a balanced budget has been maintained. Lee Layman made a motion to accept the 2007 audit, as presented. William Pflager seconded; the motion passed unanimously.

SEWER PLANNING EXEMPTION - RONNIE MARTIN: Leiter Pryor reported that Ronald Martin plans to build a garage next to his house on State Hill Road. He would like to run a sewer line on the backside of Hollengreen to service it, and a planning exemption is required. The WBA has capacity to serve one unit, and Christopher Snively made a motion to approve the Sewer Planning Exemption for Mr. Martin, as presented. Lee Layman seconded; the motion passed unanimously.

ANTIETAM COMMONS (LOT #6): Scott Crum presented information regarding Lot #6 on the commercial side of Antietam Commons. They currently have a 3/4" service and want to expand it to 2". Christopher Snively made a motion to approve a 2" water service for WAM Enterprises at Antietam Commons (Lot #6). William Pflager seconded; the motion passed unanimously.

ZULLINGER INDUSTRIAL PARK: Scott Crum presented a request for a 2" water line in Zullinger Industrial Park (second lot off Wharf Road) to a warehouse. Allen Stine made a motion to approve a 2" water service for the John Green Development for a warehouse facility off of Zane Miller Drive. William Pflager seconded; the motion passed unanimously.

INVITATION TO BBQ: Chairman Fleagle noted that Authority members received an invitation to a BBQ on July 9th from 4:30 to 7:30 p.m. at the Antietam Commons Development.

RENEWAL OF PUBLIC ACCESS (PA GAME COMMISSION): Leiter Pryor noted that he received a proposed agreement from the PA Game Commission for renewal of the public access for hunting on the watershed. These have been signed in the past. The agreement is identical to the one executed previously, with one exception – the choice to exclude certain types of game from being pursued on the watershed. Lloyd Reichard noted he has reviewed the agreement and sees no problems with it. Christopher Snively made a motion to authorize approval of the agreement proposed by the PA Game Commission. William Pflager seconded; the motion passed unanimously.

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

Sewer Requisition #891 - Material Matters, Inc. - \$6,140.25 - Environmental services in connection with locating and qualifying new farm sites under ADEPT Chapter 271 for beneficial use of biosolids for the period February 16, 2008 to March 28, 2008

Source Development Fund (Water Requisition) #SD-160 - Gannett Fleming Companies - \$9,843.54 - Preliminary design, final design and bidding of Well No. 2 membrane facilities for the period of March 29, 2008 through April 25, 2008

Source Development Fund (Water Requisition) #SD-161 - Gannett Fleming Companies - \$369.04 - Annual services of the Authority's consulting engineer as authorized under the Annual Services Agreement for the period of April 26, 2008 through May 23, 2008

William Pflager seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 9:30 p.m. on a Layman/Snively motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant

