

WAYNESBORO BOROUGH AUTHORITY

MARCH 20, 2007

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

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

Public in Attendance – R. Lee Royer, Clint Barkdoll, Jeff Hockenberry, Mike Henicle and Tim Loughran

APPROVE MINUTES: Lee Layman made a motion to approve the minutes of the February 20, 2007 regular meeting, as written. William Pflager seconded; the motion passed unanimously.

SOURCE DEVELOPMENT UPDATE: Mr. Pryor reported that, after a discussion with Jon Fleagle this morning, a special meeting with the Authority and Gannett Fleming should be set up to discuss the final design of the McCleaf well and the PENNVEST application. He asked about the availability of everyone on Tuesday April 3, 2007, at 7:30 p.m. With no objections, Jon Fleagle directed Mr. Pryor to advertise the special meeting.

T-MOBILE SITE REQUEST AND LEASE AGREEMENT: Mr. Pryor stated that he received a phone call a few weeks ago from Tim Loughran about the possibility of leasing a spot on the standpipe or land at the Broad Street reservoir site. Since then, he has received a sample lease agreement from T-Mobile. Tim Loughran from T-Mobile stated that they are interested in placing equipment at the site. The lease agreement they provided was a copy of a standard “generic” T-Mobile lease agreement. Jon Fleagle asked if there was a clause in our AT&T lease agreement about other cellular phone services using the standpipe. Mr. Pryor stated that the lease with AT&T contains a provision which states that any other leases must be approved by AT&T so as not to interfere with their signal. Lloyd Reichard stated that we should have an edification and defend clause in the agreement with T-Mobile. Tim Loughran stated that an edification and defend clause is a normal portion of the lease agreement. Mr. Loughran then spoke about the possibility of equipment being mounted on the standpipe or the construction of a free-standing monopole tower not-to- exceed 190 feet high. Allen Stine asked about guy cables. Mr. Loughran stated that there would be no guy cables and the tower would be a solid pole. The problem with utilizing the standpipe is that T-Mobile has to have a 10-foot vertical clearance with any other equipment, and that would put them at about 60 feet (10' below the existing AT&T antennas). Lee Layman asked how much higher on our standpipe T-Mobile’s antennas would be than the existing antennas. Mr. Loughran stated that there would have to be structural engineering to see if they are able to go higher than the existing antennas; and if they could, the distance would be the 10-foot separation needed. Mr. Loughran and his engineer would like to have permission to visit the site and perform a survey. Jon Fleagle asked the Authority members if anyone had a problem with this – no one opposed.

QUINCY UNITED METHODIST HOME REFINANCING: Mr. Pryor was approached by Richard Michael of Eikard and Siemens about Quincy Home wanting to refinance their existing bond issue. He

was instructed to contact Lloyd Reichard to work out the details. Mr. Pryor stated that the initial contact was made several months ago and he has heard nothing since. Mr. Pryor stated that Mr. Michael called last week and wanted on the agenda; and today he called and wanted to fax in a resolution for execution at tonight's meeting. Lloyd Reichard stated that the Authority can borrow up to 10 million dollars per year and Quincy would assume 5 million of that. He wants to know if the Authority wants to limit their flexibility in borrowing for the remainder of the year. Mr. Reichard feels that, with the McCleaf well project costs projected at 2.6 million dollars, there would be plenty of "cushion". Mr. Pryor stated that this will add to the Authority's debt service, because we are not pledging any of our revenues. Allen Stine stated that he wants to move on to the next agenda item until Mr. Michael can come in and clarify the refinancing with the Authority. Jon Fleagle asked if the Authority was for or against this, so we wouldn't be wasting Quincy's time. Hearing no objections, Jon Fleagle requested that Richard Michael come and talk to the Authority about this matter.

HOMETOWN HOMES: Jon Fleagle questioned if the Homeowners Association and the Maintenance Agreement were prepared and ready. Lloyd Riechard stated that he had just received the documents from Clint Barkdoll today, and that he has not yet reviewed them. Clint Barkdoll stated that the Homeowners Association has been set up as a non-profit organization under the laws of incorporation with the Commonwealth of Pennsylvania. Lee Layman asked Lloyd Riechard about the comments he made during the last meeting regarding the longevity of an HMA. Lloyd Riechard stated he feels that a Condo Association is a better way to ensure the longevity and the backing to see that the maintenance of these lines are upheld. Clint Barkdoll stated that the Homeowners Association might not be an active one, but will be responsible for the maintenance of these services. Clint Bardoll further stated that the Homeowners Association has been set- up, and the Maintenance Agreement is a form document that we have used in the past with only a few modifications. Lloyd Riechard stated he did not have a problem with the Authority approving this, contingent on his review of the agreements. Allen Stine made a motion to approve the Water and Sewer Applications, with the contingency of Lloyd Reichard's approval of the HMO and the Maintenance Agreement. Lee Layman seconded; the motion passed unanimously.

WATER MAIN EXTENSION AGREEMENT (SHEFFIELD MANOR P.R.D.): Mr. Pryor presented Water Main Extension Agreements for the Sheffield Manor PRD Section, which is the located in the area of Sheffield Manor Drive and Buckingham Drive. Jon Fleagle asked about the dead-end on Sheffield Manor Drive that scales about 250' in length. Lee Royer stated that Sheffield Manor Drive was originally intended to continue to Stottlemyer Road; but since the original plan submission in the early 1970's, the property along Stottlemyer Road has changed hands. Scott Crum stated that they could move the fire hydrant to the end of the line so it would be blown off twice a year; and that there was a 12-unit apartment building tapped near the dead-end, so any water quality issues should be minimal. Mr. Pryor mentioned that the hydraulic analysis was invoiced to Mr. Henicle last week. Lee Layman made a motion to approve the Water Main Extension Agreement, contingent on the receipt of the hydraulic analysis payment. William Pflager seconded; the motion passed unanimously.

WATER MAIN EXTENSION AGREEMENT (LESTER R. CLAY): Mr. Pryor presented a Water Main Extension Application and Agreement for Lester R. Clay. This property is located on West Fourth Street, just west of the dead-end. Mr. Clay needs to extend the 4" water main to his property by a distance of 50 feet. Lee Layman made a motion to approve the Water Main Extension Application and Agreement Chris Snively seconded; the motion passed unanimously.

ZAIGER BUILDERS REQUEST- PHASE 7 (COLDSRING ESTATES): Mr. Pryor presented a letter from Jim Zaiger about converting some of his 2" and 4" taps into 3/4" taps, and a three year time extension on the remaining taps under the terms and conditions of the Water Main Extension Agreement. Mr. Pryor stated that we have done this in the past. He would like to convert four (4) 2" taps to twenty-eight (28) 1/2-3/4" taps, and one (1) 1" tap to one (1) 3/4" tap, for a total of thirty (30) 1/4-3/4" taps. Lee Layman made a motion to convert the taps and to grant a three-year time extension. William Pflager seconded; the motion passed unanimously.

ENTERPRISE AVENUE PUMPING STATION: Mr. Pryor stated that the contract has been advertised, and a pre-bid meeting was held on March 15, 2007. Bids are to be opened on March 29, 2007 in the

first floor conference room at 2:00 p.m.

PENNVEST PLANNING AND CONSULTATION UPDATE : Mr. Pryor reported that he had attended a planning and consultation meeting with Pennvest, Gannett Fleming and DEP. He feels the meeting went well. There were some interesting points brought up. The WBA can include some of the source development costs that have already been incurred and replenish the Source Development Fund. The application needs to be submitted by June for the July PENNVEST meeting. Mr Pryor reported that the application process was on-line, and that someone had to be designated as primary contact and secondary contact to “sign off” items (as they are submitted electronically). Chris Snively made a motion to designate Mr. Pryor as the primary contact and Jon Fleagle as the secondary contact. Allen Stine seconded; the motion passed unanimously.

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

Water Requisition #07-06 - Gannett Fleming Companies - \$7,014.02 - Annual services of the Authority’s consulting engineer as authorized under the Annual Services Agreement for the period of December 23, 2006 through February 2, 2007

Hollengreen Utilities Escrow Account Requisition #HE-09 - Gannett Fleming Companies - \$906.40 - Design Phase engineering services relative to the Enterprise Avenue Wastewater Pumping Station Upgrade for the period of November 25, 2006 through December 22, 2006

Hollengreen Utilities Escrow Account Requisition #HE-10 - Gannett Fleming Companies - \$2,561.33 - Design Phase engineering services relative to the Enterprise Avenue Wastewater Pumping Station Upgrade for the period of December 23, 2006 through February 2, 2007

Sewer Revenue Fund Requisition #SA-34 - Borough of Waynesboro - \$72,820.50 - 1st Quarter Sewer Allocation

William Pflager seconded; the motion passed unanimously.

Having no further business to discuss, William Pflager made a motion to adjourn at 8:55 p.m. Chris Snively seconded; the motion passed unanimously.

Respectfully Submitted,

Scott Crum
Draftsman-Inspector