

WAYNESBORO BOROUGH AUTHORITY

JANUARY 17, 2006

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 and Christopher Snively

Borough Staff – S. Leiter Pryor, Director of Borough Utilities
D. Lloyd Reichard, II, Authority Solicitor

RE-ORGANIZATIONAL MEETING - ELECT 2006 OFFICERS: Allen Stine made a motion that the current slate of officers remain the same for the year 2006. Christopher Snively seconded. Lee Layman made a motion to close the nominations. Christopher Snively seconded; the motion passed unanimously. Accordingly, the officers are as follows –

Chairman – Jon Fleagle
Vice-Chairman – S. Allen Stine
Secretary – Christopher Snively
Treasurer – Lee Layman

APPROVE MINUTES: Lee Layman made a motion to approve the minutes of the November 15, 2005 and the December 20, 2005 regular meetings, as written. Allen Stine seconded; the motion passed unanimously.

SOURCE DEVELOPMENT UPDATE: Leiter Pryor reported that Gannett Fleming expects that the Water Supply Permit Application will be ready for submission by the end of January. They began preliminary work on the land development plan for the McCleaf well site, and construction of the proposed water and sewer utility lines is anticipated to begin in February. They are currently working with DCNR on the land acquisition grant, and a contract should be forthcoming in the near future for execution. Once that contract is executed, the Authority can enter into a purchase agreement with the McCleafs for the land purchase. Mr. Pryor and Lloyd Reichard have been working on revisions to the proposed Agreement of Sale and Supplemental Agreement of Sale with regard to the change in utilities and the additional land to be purchased with grant monies. Drafts of those agreements have been forwarded to the McCleafs and their attorney, and his is awaiting their response.

Leiter Pryor also reported that Tim Glessner has located a nano-filtration plant in Anne Arundel County. He will attempt to make arrangements for the Authority to view the plant.

CHESAPEAKE BAY TRIBUTARY STRATEGY: Leiter Pryor noted that the Authority had requested that he develop a plan of action with regard to the correspondence received recently from Gannett Fleming. He spoke with Mark Malarich and Gordon Cruickshanks, and came up with some items that need to be addressed: (1) First and foremost, additional testing needs to be done on the nutrient loading coming into the plant. He estimated this to cost approximately \$1,000-\$1,200. (2) A wasteload management plan is required to be done for DEP; and he would like to look closely at the hydraulic capacity for this year. Growth in the area needs to be factored in, and he anticipates the need to renegotiate flow estimates used by DEP to determine nutrient loading limits to be included in future NPDES permits at some time in the near future. He would like to begin nutrient sampling in February,

and the wasteload management report is due in mid-March. Mr. Pryor also noted that he will begin to pursue funding for this additional testing.

Lee Layman made a motion to authorize Leiter Pryor to proceed with the additional testing required for nitrates and phosphorus at the Wastewater Treatment Plant. Christopher Snively seconded; the motion passed unanimously.

Chairman Fleagle reported that he recently had a conversation with the local representative about DEP's efforts to require a plant upgrade. As a member of the House Appropriations Committee, he has forwarded a letter to DEP advising that he will be asking certain questions concerning non-conforming sources of pollution and their contribution to nitrates in the Bay vs. point sources during their upcoming testimony before that committee.

REVISED REQUEST FOR SEWER PLANNING EXEMPTION (LLT PARTNERS LLC): In August of 2005, the WBA committed sewer capacity for 18 units for this proposed subdivision. They have re-worked their plan, however, and would like to add an additional (3) lots to the planning exemption. Leiter Pryor noted that he sees no problem with this request. Lee Layman made a motion approving three (3) additional EDU's for LLT Partners LLC, making a total of 21 EDU's for the project. Christopher Snively seconded; the motion passed unanimously.

REQUEST FOR SEWER PLANNING EXEMPTION (K & M DRI-LAY): Leiter Pryor noted that the lot next to the Authority's well site will be occupied by K & M Dri-Lay, and they have submitted a planning exemption for one (1) EDU for the facility. Allen Stine made a motion approving the module for one (1) EDU for K & M Dri-Lay at Lot #3 of the McCleaf Development. Lee Layman seconded; the motion passed unanimously.

PROPOSED SUBDIVISION IN ZULLING INDUSTRIAL PARK: Leiter Pryor reported that he received correspondence from Lance Hoover (WTMA) for a proposed subdivision in the Zullinger Industrial Park for Lots #9 & 9A. They are requesting a water availability letter from the WBA for their business office, which should employ approximately 10 employees. Lee Layman made a motion to authorize Leiter Pryor to forward an availability letter. Christopher Snively seconded; the motion passed unanimously.

FUND TRANSFERS: At the end of each year WBA is required, under the 2002 Guaranteed Water and Sewer Revenue Bond Trust Indenture, to transfer all monies from the Water and Sewer Revenue Funds into the Bond Redemption Improvement Fund in order to make payment of the bonds in April. The transfers have been made and the bond payment is ready to be made, and the balance of the money needs to be transferred back into the Water and Sewer Revenue Funds in order to pay requisitions. Christopher Snively made a motion authorizing Leiter Pryor to make the appropriate transfers, as outlined. Lee Layman seconded; the motion passed unanimously.

PROGRESS ON PROJECTS: Leiter Pryor reported on the following projects --

1. **Northfield Avenue Pumping Station Upgrade** - money has been budgeted to upgrade the controls, and work is scheduled to begin the following Monday.
2. **Bearings to Biotower** - proposals have been solicited, and they are awaiting the third. Mr. Pryor will provide a recommendation on the matter at a later date.
3. **Dam Control Tower and N. Broad Street Tank Painting** - would like to bid both jobs in the spring for work to be completed this summer.

4. **Sewer Transportation Agreement** - closely watching flows for the Sewer Transportation Agreement. Borough and Township operators do a good job at keeping it in balance.
5. **Enterprise Avenue Pumping Station** - Gannett Fleming prepared a preliminary evaluation, and additional engineering work needs to be done. Authority members agreed that Mr. Pryor should contact Mark Malarich to proceed with drafting a Scope of Work and Level of Effort. A requisition system will be developed for the Hollengreen Utilities Escrow Account.

PAY BILLS: Lee Layman made a motion to approve the payment of the following requisitions –

Water Requisition #06-01 - Gannett Fleming Companies - \$904.02 - Annual Services of the Authority's Consulting Engineer as Authorized under the Annual Services Agreement (2004/2005) for the period of October 1, 2005 through November 25, 2005.

Water Requisition #06-02 - Borough of Waynesboro - \$461,658.00 - 1st Quarter Water Allocation.

Source Development Fund (Water Requisition) #SD-117 - Gannett Fleming Companies - \$30,994.49 - Preliminary Design of Well No. 2 Membrane Facilities to Support Permitting Approvals for the period of October 29, 2005 through November 25, 2005.

Source Development Fund (Water Requisition) #SD-118 - Gannett Fleming Companies - \$2,237.48 - Preliminary Studies Related to Well No. 2, as Necessary to Submit DEP Water Supply Permit Application for the period of October 1, 2005 through November 25, 2005.

Sewer Revenue Fund Requisition #SA-24 - Borough of Waynesboro - \$100,000.00 - Sewer Allocation.

Christopher Snively seconded; the motion passed unanimously.

The Authority convened to an executive session at 8:32 p.m. for the purpose of discussing a personnel issue. They reconvened to regular session at 9:15 p.m. and adjourned at 9:16 p.m. on a Layman/Snively motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant