

WAYNESBORO BOROUGH AUTHORITY

JUNE 28, 2005

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, Richard Starliper, Christopher Snively, Lee Layman and Jon Fleagle

Borough Staff – D. Lloyd Reichard, II, Authority Solicitor
S. Leiter Pryor, Director of Utilities
Kevin Grubbs, Head of Engineering Services

APPROVE MINUTES: Christopher Snively made a motion to approve the minutes of the May 17th meeting, as written. Lee Layman seconded; the motion passed unanimously.

WATER AND SEWER MAIN EXTENSION AGREEMENTS - BRIM BUILDERS: Kevin Grubbs reported that he met recently with Brian McNew and Bob Plank (Nassaux Hemsley) to discuss a proposal with regard to a 12" extension of the water line in Welty Road to serve Quail Run off Welty Road and ultimately provide a tie-in for the Brim Development. They will also upgrade the 6" water line on S. Broad Street (between Second and Third Streets) to a 12". These system improvements would provide the necessary fire flow to the proposed Brim Development and also help in certain other areas of town.

Mr. McNew noted concern that the Quail Run Development is still in the planning stage. An agreement can be prepared to specify that Joe Daniels will run the water line to tie into the existing 12" main on Welty Road; and once his development is completed, the line will be extended and tied into Brim's development. Leiter Pryor added that this proposal will provide two feeds into the development (one from State Hill Road and another from Welty Road) to ensure reliable domestic and fire service.

Discussion followed regarding bonding that would be required and Otterbein Church's future building plans. Chairman Fleagle stated that Otterbein could hook onto the same lines, as they will be turned over to WBA. The church would be charged a distribution fee, which would then be reimbursed to Brim Builders.

Mr. Fleagle instructed the staff to draft the appropriate agreement with Brim Builders, outlining the proposal and necessary bonding. In addition, WBA will want to see the right-of-way agreements between Brim Builders, Joe Daniels and Otterbein Church prior to final execution of the agreement with Brim.

It was noted that a Sewer Main Extension Agreement will be approved prior to the WBA taking over the WTMA relief line, as was mentioned at a previous meeting.

Bob Plank confirmed expectations of the developer, but questioned the statement that costs of extending the water line could be recovered from the development. Leiter Pryor explained that, under Act 57 (new tapping fee regulations), a portion of the distribution fee is reimbursed back to the developer if and when customers connect onto the line he installed.

Leiter Pryor also mentioned that Brim Builders had noted concern regarding the payment of the capacity portion of the tap fees up-front (at the time of execution of the Water Main Extension Agreement). Several alternatives were discussed, and Chairman Fleagle suggested that the staff prepare a proposal for the Authority's review. Mr. Pryor stated that Brim could pay the capacity charges when the building permit is issued– and that would simply require a policy change.

Richard Starliper made a motion to indicate that the WBA is in agreement with extending the 12" main on S. Broad Street (between Second and Third Streets), and requests a right-of-way agreement (as discussed) for the main off of Welty Road. Lee Layman seconded; the motion passed unanimously.

APPLICATION FOR WATER AND SEWER MAIN EXTENSION - HORIZON HOMES: Applications for Water and Sewer Main Extensions for a proposed development off King Street (across from Elder Avenue) were presented. The development will consist of 36 units and is currently under Planning Commission review. Execution of the applications would indicate that WBA has the capacity to provide service. Christopher Snively made a motion to approve the Applications for Water Main Extension and Sewer Main Extension, as presented. Lee Layman seconded; the motion passed unanimously.

PLANNING EXEMPTION - WEST END DEVELOPMENT: Kevin Grubbs presented a Request for Planning Exemption under the Public Sewer Service for the proposed West End Development (off the north end of Frick Avenue). He noted that this is a formality in the Sewer Planning Module which stipulates that the Borough has the capacity to provide sewer service to the development. Richard Starliper made a motion to approve the Request for Planning Exemption, as presented. Allen Stine seconded; the motion passed unanimously.

SOURCE DEVELOPMENT UPDATE: Leiter Pryor noted that he and Lloyd Reichard have reviewed the proposed terms and conditions for the McCleaf Well reduction, but requested clarification on specific language to be used in the agreement. After much discussion, clarification was provided and Mr. Reichard was directed to draft the appropriate agreement.

Leiter Pryor noted that he has been in contact with Gannett Fleming representatives regarding various treatment processes for softening at the McCleaf well. He discussed the need to determine the level of hardness reduction desired. Various scenarios were reviewed and Mr. Pryor described several types of treatment processes. He suggested that a Gannett Fleming representative attend the Authority's next meeting to discuss these further and answer any questions. He will request that they provide a cost estimate for each of the two processes for the discussion.

WATER PRESSURE - ORCHARD ESTATES: After review of the proposed project, the Authority authorized the staff to proceed. Work will begin on July 11th and should be completed within a week or two. Customers will be notified of a proposed increase in water pressure, and a plan is in place to check for potential leaks.

WTMA WATER LINE LOCATION IN WBA TRANSMISSION MAIN RIGHT-OF-WAY: Leiter Pryor noted that the Authority reviewed the plan submitted by WTMA regarding the location of their water line in the WBA's transmission main right-of-way at their last meeting. He has received a drawing of the proposed location of the line, as well as the electrical conduit discussed. Further review of the proposed manholes and pull boxes is required, and a pre-construction meeting has been scheduled for July 11th. It was noted that the interconnection work will not begin until fall, and the Authority will need to approve of their final plan before the work proceeds.

BOROUGH EQUIPMENT RENTAL CHARGE REVIEW: Authority members were provided with a list of the current equipment rental rate schedules. They were asked to review it for further discussion at the next meeting.

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

Water Requisition #05-10 - Gannett Fleming Companies - \$1,016.22 - Annual services of consulting engineer as authorized under the Annual Services Agreement, including Part A – Orchard Estates Phase 2A (General Review and Analysis of Potential Service Alternatives) for the period of April 2, 2005 through April 29, 2005

Sewer Revenue Fund #SA-20 - Borough of Waynesboro - \$75,000.00 - Sewer Allocation

Sewer Requisition #867 - Material Matters, Inc. - \$2,205.02 - Environmental services in connection with locating and qualifying new farm sites under PADEP Chapter 271 for the beneficial use of biosolids for the period of March 19, 2005 to April 29, 2005

Allen Stine seconded; the motion passed unanimously.

Discussion arose regarding the water and sewer tapping fee receipts that have been collected. Mr. Pryor noted that those have been deposited in Borough accounts, but will be transferred back to the Authority on a six-month basis.

Having no further business to discuss, the meeting adjourned at 9:46 p.m. on a Snively/Layman motions which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Administrative Assistant