

# WAYNESBORO BOROUGH AUTHORITY

NOVEMBER 15, 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, Jon Fleagle, Lee Layman and Richard Starliper  
(Christopher Snively was absent)

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

Others – Richard Sherwin, Susquehanna Trust & Investment Company  
Timothy Glessner, Gannett Fleming, Inc.  
Bill Pflager

Mr. Fleagle welcomed guest, Bill Pflager.

**APPROVE MINUTES:** Lee Layman made a motion to approve the minutes of the October 18, 2005 meeting, as written. Allen Stine seconded; the motion passed unanimously.

Chairman Jon Fleagle noted that the Authority was presented with a \$900.00 requisition from First Commonwealth Trust Company at the last meeting for paying agent fees. Richard Sherwin was asked to attend this meeting to provide an explanation of the fee. Mr. Sherwin gave background information on the bond issue and parties involved. He described the procedure for issuing proceeds and the paying agent's responsibilities. He stated that First Commonwealth is listed as the paying agent in the WBA's contract with Susquehanna Bank (the trustee), adding that last year's fees were paid from the Revenue Fund as a transfer. Leiter Pryor confirmed that a review of the Authority's past minutes reflected discussion with Citizens Bank noting that the WBA will contract with a paying agent. Accordingly, the Authority agreed to pay the requisition in question.

**SOURCE DEVELOPMENT UPDATE - TIM GLESSNER (GFE):** The Authority was given a packet of information regarding progress on the proposed Water Treatment Plant at Well Site #2. Water quality and treatment goals were reviewed.

Chairman Fleagle questioned if there are similar plants being utilized in Pennsylvania. Mr. Glessner noted that Gannett Fleming is in the process of designing a similar system, but it has not yet been constructed. He will research the matter and obtain some references. Discussion on serving the other lots at the site was held. The possibility of a lift station was mentioned. In addition, grinder pumps would be required for each lot. Plans for the building (its size, appearance, security, etc.) were also reviewed, as well as the process and instrumentation plans. Approximate costs were also provided for various stages of the project.

Mr. Fleagle noted that the Authority would like to move forward with Gannett Fleming's recommendation to proceed with the design work. Utility work could then be done in 2006, the well and pump station could be done after that, and construction on the treatment plant could be completed in 2007.

Mr. Fleagle stated that he would like to pursue grant monies for upgrade of the pump station. The exact location of the pump station and the need for an easement should be discussed with Allegheny Power.

Mr. Glessner provided some information on Innovative Technology Grants, as follows:

- Next round of funding – applications due in July, 2006
- Awards – December, 2006
- Funds available – 2007
- May not break ground until mid-2007

The Authority agreed that this would be a workable timeframe. It was noted that the support of local officials is key.

Leiter Pryor also noted that he will meet with PENNVEST representatives the following day to discuss details if those funds are utilized for the balance of the project. Mr. Fleagle added that the Authority will need to consider all funding options, including a bond issue.

**WATER MAIN EXTENSION AGREEMENT - NORTH END DEVELOPMENT:** A Water Main Extension Agreement for 24 units for North End Development (off Stottlemyer Road) was presented for Ronald Martin. WTMA has corresponded that they will permit the WBA to serve the entire development. The Authority agreed that the meters should be placed at the road, and within the 200' water service territory line. The Authority agreed. Scott Crum reported that pressures in this area are acceptable.

Allen Stine made a motion to approve the Water Main Extension Agreement for North End Development. Lee Layman seconded; the motion passed unanimously.

**WATER MAIN EXTENSION AGREEMENT - ANTIETAM COMMONS:** A Water Main Extension Agreement for Antietam Commons (off N. Welty Road) was presented for Fairmount Real Estate of Pennsylvania. This development will consist of 137 singles, 14 townhouses with 6 units each), 10 commercial and 3 recreational units. All issues regarding the transmission main have been taken care of – Scott Crum reported that there is a right-of-way across the main and no homes should be near it. In addition, all line size requirements discussed have been met; and a connection will be made onto the existing 6" line near the Wayne Heights Day Care Center, resulting in a loop to preclude future problems. Fire flows are also satisfactory.

Lee Layman made a motion to approve the Water Main Extension Agreement for Antietam Commons (Fairmount Real Estate of PA). Allen Stine seconded; the motion passed unanimously.

**PHEASANT RUN:** Leiter Pryor noted that the Authority discussed water availability for Pheasant Run (off Tick Ridge Road) several meetings ago. Plans have been received by the Engineering Department, and the following items were discussed:

- The Engineering Department is recommending that a water line be run down Tick Ridge Road, from Koons Road to the existing water line running beside Arturo's Pizza. That will eliminate dead-end lines on Wibbit and Ring Neck Trails. Also, Lots #79, 66, 72 and 73 will be served off the new line in the front of their properties instead of in a right-of-way to the rear of their properties.
- Mr. Fleagle then added a recommendation to connect the two cul-de-sacs with a water line, eliminating the dead-ends in the cul-de-sacs.
- Pressures in this location are fine; fire flows are marginal (but above minimum); and head losses are fine.

Discussion followed regarding the need to address volumes in the Zullinger area prior to any large developments being added. Mr. Fleagle requested that recommendations be provided for the Authority's review. He also suggested that WTMA be informed that if additional development continues in that area, they will need to consider the possibility of installing another line. The Authority agreed.

**HOLLENGREEN DEVELOPMENT:** Leiter Pryor reported that a separate account for the Hollengreen Development has been established at Susquehanna Bank. Two signatures will be required on the requisitions to withdraw money, and the appropriate paperwork will be executed. Discussion followed regarding the procedure for paying the full-time inspector required for the project – he will be paid bi-weekly by the Borough, and the Authority will reimburse the Borough by requisition.

**PAY BILLS:** Allen Stine made a motion to approve the payment of the following requisitions –

Source Development Fund (Water Requisition) #SD-114 - Gannett Fleming Companies - \$8,813.45 - Preliminary design of Well No. 2 membrane facilities to support permitting approvals, including Part A – Well No. 2 Preliminary Design for the period of September 3, 2005 through September 30, 2005

Source Development Fund (Water Requisition) #SD-115 - Gannett Fleming Companies - \$2,192.22 - Annual services of the Authority's consulting engineer as authorized under the Annual Services Agreement, including Part A – Preliminary studies related to Well No. 2, as necessary to submit DEP Water Supply Permit Application for the period of September 3, 2005 through September 30, 2005

Water Requisition #05-15 - Dennis E. Black Engineering, Inc. - \$1,265.00 - 2004 Antietam Dam Inspection

Water Requisition #05-16 - First Commonwealth Trust Company - \$900.00 - Paying Agent Fee for the period of 10/01/2005 to 09/30/2006

Sewer Revenue Fund Requisition #SA-23 - Borough of Waynesboro - \$282,068.00 - Sewer Allocation

Sewer Requisition #870 - Agricultural Analytical Services Laboratory - \$325.00 - 1 DEP Permit 271-Biosolids

Lee Layman seconded; the motion passed unanimously.

**2006 WATER AND SEWER BUDGETS:** After a brief discussion, Allen Stine made a motion to adopt the 2006 water and sewer budgets, as presented. The motion was seconded by Richard Starliper, and passed unanimously.

Having no further business to discuss, the meeting adjourned at 9:43 p.m.

Respectfully Submitted,

Melinda S. Knott  
Administrative Assistant