

WAYNESBORO BOROUGH AUTHORITY

MARCH 20, 2018

MINUTES

Authority Chairman Jon Fleagle called the regularly scheduled meeting of the Waynesboro Borough Authority to order at 6:00 p.m. with the following in attendance:

Borough Authority Members – Jon Fleagle, Niccole Rolls, Lee Layman and William Pflager (S. Allen Stine was absent)

Borough Staff – S. Leiter Pryor, Director of Borough Utilities

APPROVE MINUTES: Lee Layman made a motion to approve the minutes of the February 20, 2018 meeting, as written. Niccole Rolls seconded; the motion passed unanimously.

UTILITY PLAN (ERIC CHANEY SUBDIVISION): R. Lee Royer was present to discuss utility needs for the proposed Eric Chaney Subdivision (a four-unit apartment building) on N. Church Street. It was noted that a 1½” water line will be necessary in order to accommodate the required sprinkler system. A formal utility plan will be forthcoming.

WATER PLANT UPGRADE: Mr. Pryor noted that, due to staff changeover at Gannett Fleming, their final proposal for engineering services for the water plant upgrade project is not yet available. He has stressed to them the need for sufficient time to review it prior to the next WBA meeting.

UPDATE – WATER LOSS/LEAK DETECTION: Mr. Pryor reported that the flow at the water plant has improved somewhat. Aqua Tech was on-site to do leak detection work and located two (2) large leaks (which have been repaired). He recommended that a system-wide survey, including Zullinger, should be conducted in the spring. Their proposal for this work is \$15,600.02, which is only a \$400 increase from the last time this was done. Lee Layman made a motion to accept the proposal from Aqua Tech and proceed with the work when appropriate. William Pflager seconded; the motion passed unanimously.

BIOSOLIDS LAND APPLICATION PERMIT: WBA members were provided a copy of DEP’s correspondence with their permit approval for the land application of biosolids. Mr. Pryor noted that this permit has no expiration and no public notifications are required unless an additional application site is pursued in the future.

UTILITY BILLING SYSTEM: Mr. Pryor discussed the need to look into an updated billing system, as the current software is no longer appropriate for the needs of the

Borough. He is researching several options and has made arrangements for a demonstration by Muni-Link on 04/05. Additional information will be forthcoming.

T-MOBILE EQUIPMENT LEASE – BROAD STREET STANDPIPE: Mr. Pryor was contacted by Pyramid Engineering, who claimed to represent T-Mobile in renegotiating the lease for their cell tower on N. Broad Street. He noted that they are currently in the second five-year renewal of a 30-year contract; and Pyramid offered a \$300/month reduction for a guaranteed seven more years. After discussion, it was the consensus of the WBA that this would not be beneficial to pursue.

2018 WATER SERVICE LINE INSPECTIONS/RENEWALS: Mr. Pryor noted that the Borough will be doing street work on E. Second Street from Waynesboro Mall Drive to E. Main Street and on E. Fifth Street from Clayton Avenue to S. Church Street, and the water/sewer lines in those streets will be inspected to determine if any repair/replacement is necessary prior to paving. Niccole Rolls (Chairperson of the Street Committee) also advised that, when the Borough's five-year street replacement plan is finalized, a copy will be provided to the WBA so they can discuss any necessary upgrades.

RESCHEDULE MAY WBA MEETING: The WBA's May meeting will be rescheduled from 05/15 to 05/22.

ADDITIONAL ITEMS FOR DISCUSSION: Mr. Pryor noted that funds were budgeted in 2016 for a media projector in the meeting room, but it was never purchased. WBA members agreed to proceed with purchasing the equipment, with the invoice to be paid from the Tank Maintenance Fund.

WBA members received a copy of correspondence sent to DEP in response to the 2017 Antietam Dam Annual Inspection Report. Maintenance and repair issues were discussed, as well as the WBA's progress to address deficiencies in the spillway of the Antietam Dam as identified by DEP. The next step is to arrange a meeting with DEP to discuss the proposed concept design of a rock-cut auxiliary spillway. He will report back on a tentative meeting date to be scheduled by Gannett Fleming.

Lee Layman provided WBA members with a proposed investment schedule for unappropriated monies in the Tank Maintenance Fund. After discussion, William Pflager made a motion for approval of Mr. Layman's proposal. Niccole Rolls seconded; the motion passed unanimously.

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

Sewer Revenue Fund Requisition #SA-218 – Gannett Fleming, Inc. - \$832.66
– 2018 Annual Services for the period of December 30, 2017 through February 2, 2018

Tank Maintenance Fund Requisition #TM-08 – B & D Lawn & Landscape, Inc.
- \$5,253.40 – Water Tower (Broad Street)

Water Revenue Fund Requisition #18-07 – Aqua-Tech Specialty Services, Inc.
- \$3,100.00 – Water Line Leak Detection

Water Revenue Fund Requisition #18-08 – Debbie J. Gift, Tax Collector -
\$128.37 – 2018 Franklin County Real Estate Taxes (Blue Rock Road, Lot #1 –
Parcel #19-0L18.-058B-EX0000)

Water Revenue Fund Requisition #18-09 – Debbie J. Gift, Tax Collector -
\$591.42 – 2018 Franklin County Real Estate Taxes (Rattlesnake Run Road –
Parcel #19-0L15.-001A-000000)

Water Revenue Fund Requisition #18-10 – Gannett Fleming, Inc. - \$173.70 –
2018 Annual Services for the period of December 30, 2017 through February 2,
2018

William Pflager seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:00 p.m. on a
Rolls/Pflager motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Supervisor