

WAYNESBORO BOROUGH AUTHORITY

JULY 17, 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, Lee Layman, William Pflager, Niccole Rolls and S. Allen Stine

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

UPDATE – WATER PLANT UPGRADE: Mr. Pryor reported that Gannett Fleming is still working on the preliminary design and assured him that they will be adhering to the schedule provided in their proposal (design completed by the end of 2018, project bid in 2019 and awarded in approximately April). Financing options will be reviewed/discussed and considered in the next several months.

UPDATE – ANTIETAM DAM: Mr. Pryor noted that Gannett Fleming is still working on their proposal for Phase 1 of the design for Antietam Dam, and they are currently obtaining pricing from the drillers. In addition, they have received word that the PMP study being conducted by the State may be completed by the end of September.

SEWER SYSTEM TV AND MANHOLE RESTORATION: Mr. Pryor reported that the manhole restoration work has been completed (they restored 21 manholes), and he provided pictures for the WBA's review. Some of the leakage was minor, some was major ... but some of the system's infiltration has been stopped as a result.

TV work was incorporated in the project ... areas have been identified that will require further investigation, which will be done in the near future. Roots continue to be an issue, but the Borough's flusher cutter is back in service and the maintenance staff will again be utilizing the flushing/cutting maintenance schedule.

SYSTEM WIDE LEAK DETECTION: Mr. Pryor advised that Aqua-Tech located 16 water leaks, several of which were main line breaks, and the Borough's maintenance staff is working to repair those.

Mr. Pryor was directed to establish a plan for commercial water meter upgrades, as well as backflow preventers.

UPDATE – UTILITY BILLING SYSTEM: Mr. Pryor noted that a video demonstration/overview of the Muni-Link billing system was coordinated with Borough

Manager Stains, and staff will be visiting Gettysburg Municipal Authority on 07/24 to view their system. If they are satisfied with the system, the matter will be discussed with Borough Council so they can (hopefully) proceed based on their proposal.

T-MOBILE EQUIPMENT UPGRADE REQUEST: Mr. Pryor noted that T-Mobile has presented an upgrade request for their equipment at the WBA's water tower on N. Broad Street. The upgrade would be two-phase, with Phase 1 being an upgraded cabinet on the same footprint as the existing cabinet. Drawings will be provided. William Pflager made a motion to authorize Mr. Pryor and Chairman Fleagle to review/approve drawings supplied by T-Mobile for their upgraded equipment cabinet. Lee Layman seconded; the motion passed unanimously. Phase 2 will be a different style antenna, and Mr. Pryor noted that a structural analysis will be required for any equipment attached to the tank.

2017 WATER & SEWER AUDITS: WBA members received a copy of the 2017 Water and Sewer Audit reports prepared by Smith Elliott Kearns & Company. The highest available rating was received, and there were no reported findings. Allen Stine made a motion to accept the audit reports, as presented. Lee Layman seconded; the motion passed unanimously.

ADDITIONAL ITEMS FOR DISCUSSION:

- Mr. Pryor noted that Aqua-Tech has asked if the WBA would entertain the idea of an annual leak detection program. They were instructed to provide a proposal for discussion during budget deliberations.
- Quotes are being obtained for replacement of the doors on the digester building at the WWTP.
- Quotes are also being obtained for the roof on the drying beds.
- A six-month budget review will be on the WBA's agenda for their next meeting.

PAY BILLS: William Pflager made a motion to approve the payment of the following requisitions –

Sewer Revenue Fund Requisition #SA-227 – D. L. Reichard, II - \$1,059.08 – Base Retainer for Legal Services (07/01/2018 to 09/30/2018)

Sewer Revenue Fund Requisition #SA-228 – Borough of Waynesboro (Clearing Account) - \$239,361.00 – 3rd Quarter, 2018 Sewer Allocation

Water Revenue Fund Requisition #18-18 – D. L. Reichard, II - \$1,059.08 – Base Retainer for Legal Services (07/01/2018 to 09/30/2018)

Water Revenue Fund Requisition #18-19 – Deborah J. Gift - \$402.14 – 2018 WASD Real Estate Taxes (Blue Rock Road, Lot #1 – Parcel #19-0L18.-058B-EX0000)

Water Revenue Fund Requisition #18-20 – Deborah J. Gift - \$1,852.81 – 2018 WASD Real Estate Taxes (Rattlesnake Run Road – Parcel #19-0L15.-001A-000000)

Water Revenue Fund Requisition #18-21 – Onsolve, LLC – CodeRED Extension for 07/30/2018 – 07/29/2019 (Inv. #ECN-032171)

Water Revenue Fund Requisition #18-22 – Borough of Waynesboro (Clearing Account) - \$424,195.00 – 3rd Quarter, 2018 Water Allocation

Water Revenue Fund Requisition #18-23 – Gannett Fleming Companies - \$2,251.56 – Conceptual Design for Antietam Dam for the period of April 28, 2018 through May 25, 2018

Niccole Rolls seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:05 p.m. on a Rolls/Stine motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Supervisor