

WAYNESBORO BOROUGH AUTHORITY

January 21, 2020

MINUTES

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

Borough Authority Members – Jon Fleagle, S. Allen Stine, Lee Layman and William Pflager (via telephone); Todd Blake was absent

Borough Staff – S. Leiter Pryor, Director of Utilities

WBA ANNUAL REORGANIZATION: William Pflager made a motion for WBA officers to remain the same for 2020, as follows –

Chairman – Jon Fleagle
Vice-Chairman – S. Allen Stine
Secretary – William Pflager
Treasurer/Assistant Secretary – Lee Layman

Allen Stine seconded; the motion passed unanimously.

APPROVE MINUTES: Lee Layman made a motion to approve the minutes of the December 17, 2019 regular meeting, as written. Allen Stine seconded; the motion passed unanimously.

WATER PLANT UPGRADE – UPDATE: Leiter Pryor reported that a job meeting was held last week and schedules were discussed with the contractors. They have been on-site to do assessments and submittals have been made to Gannett Fleming regarding equipment purchasing, etc., but not a lot has been done on-site. They anticipate starting in a week or so with outside work (particularly the trench drain and spill containment tank in the parking lot).

The Notice-to-Proceed for Contract #4 (masonry work) was sent yesterday. Due to the expected delay in starting the filters, the contractor will probably request a time extension and additional costs for extending their insurance policy.

Mr. Pryor had a length conversation with the government liaison from Comcast, who has advised that the project is currently under review with regard to the original estimate for service vs. the actual projected costs. They were to provide a timeline for this meeting, but it was not received.

ANTIETAM DAM – UPDATE: Mr. Pryor reported that Gannett Fleming received notification from DCED that our project was not eligible for the H2O grant, as it was not on DEP’s high hazard dam list. Rachel Govelovich has made several attempts to contact DEP (with no success) regarding the matter, as the Antietam Dam *is* high hazard, there *is* a major deficiency, and this is adequately documented in a recent letter from DEP. Mr. Pryor has also contacted Senator Mastriano’s office. He will keep WBA members updated with any developments.

Chairman Fleagle added that a scope of work (for the design) is required from Gannett Fleming as soon as possible, as many grant programs have very specific timeframes.

REQUEST FOR TIME EXTENSION (COLD SPRING BUILDERS): Mr. Pryor presented a request from Jim Zaiger (Cold Spring Builders) for a three (3) year extension of his Water Main Extension Agreement. It was noted that he has been continually building additional units in this development. Lee Layman made a motion for approval. William Pflager seconded; the motion passed unanimously.

SEK AUDIT PROPOSAL: Mr. Pryor presented a proposal of \$7,700 from Smith Elliott Kearns & Company (SEK) for the 2019 audit. This is a \$200 increase from last year. William Pflager made a motion for approval. Allen Stine seconded; the motion passed unanimously.

LEAD & COPPER PUBLIC EDUCATION PROGRAM – UPDATE: Mr. Pryor reported that a notice was placed on the utility bills; a press release was published in *The Record Herald*; and fliers were distributed to the school district, the hospital and all day care centers on record. Several telephone calls were received, most of which were residents who wanted to be added to the list for home testing. He stated that a complete round of sampling will take approximately one (1) year, the first of which will start in approximately June. We are required to sample 60 “Tier 1” (highest potential for lead” sites or homes that were built prior to 1986.

Mr. Pryor also reported that the entire distribution system was monitored for PH conductivity, hardness, alkalinity and temperature. The results indicated that our water is “way on the negative side”. This has always been the case, which is why there is a corrosion control program (which started approximately 30 years ago). Shannon Chemicals was contacted regarding their recommendations for the optimum dosage rate. (It was raised 5% at the well and the treatment plant, and the PH was raised slightly.) Gannett Fleming was also asked to review the data, and they will proceed with whatever is recommended. Information regarding these efforts will then be forwarded to DEP for their record.

2019 WASTELOAD MANAGEMENT REPORT: Mr. Pryor noted that he provided a draft report to WBA members, but discovered a correction that is needed. Once revised, he will provide them with an updated report.

AUTO-CAD TRAINING: Mr. Pryor noted that Scott Crum approached him about online Auto-CAD training for a cost of \$1,595. This may actually eliminate the need for the current Water and Sewer CAD systems. William Pflager made a motion for approval. Lee Layman seconded; the motion passed unanimously.

ADDITIONAL ITEMS FOR DISCUSSION: Mr. Pryor has discussed replacement of the industrial water meters with Jody Sanders, and they are working to prioritize the list.

Mr. Pryor noted that \$60,000 was budgeted this year for I & I work. Scott Crum has requested to proceed with TV work and manhole rehabilitation in the Fifth Street area, as they have had trouble there with back-ups. WBA members concurred.

Chairman Fleagle noted that he has requested Leiter Pryor to conduct a property insurance review in the near future.

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

Sewer Revenue Fund Requisition #SA-261 – Gannett Fleming, Inc. - \$119.42
– 2019 Annual Services for the period of October 26, 2019 through November 22, 2019

Sewer Revenue Fund Requisition #SA-262 – D. L. Reichard, II - \$1,107.26 –
Base Retainer for Legal Services (01/01/2020 to 03/31/2020)

Water Construction Fund Requisition #WC-154 – D. L. Reichard, II -
\$5,000.00 – Professional Services re: PENNVEST Loan

Water Construction Fund Requisition #WC-155 – Eckert Seamans Cherin &
Mellott, LLC, c/o Jonathan W. Dox, Esquire - \$19,215.55 – Professional
Services re: PENNVEST Loan

Water Construction Fund Requisition #WC-156 – Gannett Fleming, Inc. -
\$10,202.10 – Design, Bid and Construction Phase Engineering Services for
Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of
October 26, 2019 through November 22, 2019

Water Construction Fund Requisition #WC-157 – Gannett Fleming, Inc. -
\$2,839.35 – Programming Services for Waynesboro Borough Authority Water
Treatment Plant Upgrade for the period of October 26, 2019 through November
22, 2019

Water Construction Fund Requisition #WC-158 – Gannett Fleming, Inc. -
\$1,305.42 – Professional Services re: H2O PA Grant Application for the
Antietam Dam Spillway Project for the period of October 26, 2019 through
November 22, 2019

Water Construction Fund Requisition #WC-159 – Gannett Fleming, Inc. - \$13,615.47 – Design, Bid and Construction Phase Engineering Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of November 23, 2019 through December 27, 2019

Water Revenue Fund Requisition #20-01 – D. L. Reichard, II - \$1,107.26 – Base Retainer for Legal Services (01/01/2020 – 03/31/2020)

Allen Stine seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 6:55 p.m. on a Stine/Pflager motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Manager