

WAYNESBORO BOROUGH AUTHORITY

JUNE 16, 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 (either in person or via teleconference):

Borough Authority Members – Jon Fleagle, Lee Layman, Todd Blake and William Pflager

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

Others – Rachel Govelovich, Gannett Fleming

APPROVE MINUTES: Todd Blake made a motion to approve the May 19, 2020 minutes, as presented. Lee Layman seconded; the motion passed unanimously.

WATER PLANT UPGRADE – UPDATE: Leiter Pryor reported that PSI (Contract #1) is continuing work on the chemical pump installation, the spill containment tank has been removed, and they are working with Gannett Fleming on a modification to the alum spill containment area.

Pursuant to discussion at the last WBA meeting, Gannett Fleming has received positive feedback from plants that have utilized the insertion type Mag-meter they are proposing for the Dall chamber adjacent the old treatment plant. A change-order will be forthcoming from the contractor (hopefully with a deduct amount in costs) for use of this application. Mr. Pryor commended Gannett Fleming for their efforts to find a solution that will enable the work without a bypass, shutdown and the added expenses involved therewith.

Eshenauer (Contract #2) has completed the unit heater installation, are currently working on the cabinet heaters, and are reviewing control systems for the new equipment with Gannett Fleming. .

The electrical contractors have been working on demolishing the PA and security systems (and all the alarm systems), and are working in conjunction with the Contract #1 crew to wire the chemical feed pumps and AC unit heaters in the basement.

Spotts Brothers (Contract #4) have been re-caulking the control joints and window/door openings, power-washed the building, and have put sealer on the block. They will

return when the rehabilitation of Filter #4 is complete to inspect and make repairs to the exterior of the building as needed.

Mr. Pryor advised that the contractors all expressed difficulty in obtaining materials, as many of the deliveries are slow due to the COVID-19 situation.

UTILITY BILLING COLLECTION – UPDATE: Mr. Pryor provided WBA members with a copy of the Borough of Chambersburg’s Press Release dealing with utility billing collections.

He noted that shut-offs had been scheduled around the time the COVID-19 situation began and businesses were shut down, and the WBA decided at that time to discontinue the planned April shut-offs. This practice has continued since, and now the individuals who were due to be shut-off in April (who were originally billed in January) are currently three (3) bills in. He estimated there are 25 of those customers, none of which have made an effort to make a payment on any of their bills.

After discussion, WBA members decided that the delinquent accounts would be treated as “pre-COVID-19 related” and “COVID-19 related”, as follows:

- Accounts delinquent before 04/01 must be paid by 08/01 or termination of service will commence;
- Accounts delinquent after 04/01 must be paid by 09/01 or termination of service will commence.

Notification regarding this collection procedure will be mailed to all delinquent accounts, published in *The Record Herald* and the Borough Newsletter, and posted on the Borough’s website and Facebook.

2019 CCR: Mr. Pryor advised that the 2019 Consumer Confidence Reports (Annual Water Quality Reports) for both the Direct and Indirect Service Areas have been prepared and are posted on the Borough’s website for public viewing. He noted that all Notices of Violation were included (all of which were related to reporting issues, with the exception of lead and copper results). A Press Release regarding availability of the Reports was also published in *The Record Herald* and in the Borough Newsletter. .

RESOLUTION – ALLEN STINE RECOGNITION: Following the untimely passing of WBA member S. Allen Stine, Todd Blake made a motion to adopt Resolution No. 2020-01 recognizing his contributions to the Borough of Waynesboro. William Pflager seconded; the motion passed unanimously.

RESOLUTION NO. 2020-01

WHEREAS, S. Allen Stine was appointed to the Waynesboro Borough Authority on January 16, 1996; and

WHEREAS, S. Allen Stine held the office of Vice-Chairman for the Waynesboro Borough Authority; and

WHEREAS, S. Allen Stine was actively involved and instrumental in the planning and implementation of many major projects for the Waynesboro Borough Authority which included: providing valuable and historical input on the Zullinger water system, a capital expansion project of the Waynesboro Sewer Treatment Plant; a capital expansion project of the Waynesboro Water Treatment Plant; water source development work; and various bond issues, Pennvest loans, and commercial bank refinancing for water and sewer debt consolidation.

NOW, THEREFORE BE IT RESOLVED, the Waynesboro Borough Authority hereby recognizes and commends S. Allen Stine for his major contributions to the Borough of Waynesboro and the countless hours he volunteered to ensure that the water and sewer needs of the community were met efficiently and effectively.

Complete copy on file at Borough Hall.

7 & 9 NORTH CHURCH STREET (WORSHAM PROPERTY): Mr. Pryor reported on a situation at 7 & 9 N. Church Street – it was discovered that the sewer lines from the rental units (which are currently vacant) are tied into the storm sewer instead of the sanitary sewer. The property owner was notified and has been diligently working to get the matter resolved. He has contracted with a plumber to TV the lines and determine how they can be reconfigured. Mr. Pryor and the Borough's Code Enforcement Officer Matt Schmidt will keep apprised of the situation.

ADDITIONAL ITEMS FOR DISCUSSION: Mr. Pryor noted that the Sewer Planning Exemption Module for Starbucks was reviewed by the WBA and approved by Borough Council several months ago. He received a call from the developer regarding their initial calculation of 700 gallons/day (which equates to approximately 4 EDU's in the tap fee schedule). They believe they will be considerably less than that amount ... and are hoping to be billed initially for 2 EDU's, with the consumption being revisited after a year and they pay the difference. He noted that this has been done in the past, most recently with Otterbein Church. WBA members noted no objections.

Mr. Pryor also advised that Aqua Tech will begin work on leak detection services for the complete system next week.

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

Sewer Revenue Fund Requisition #SA-269 – Borough of Waynesboro (Clearing Account) - \$199,129.00 – 3rd Quarter, 2020 Sewer Allocation

Sewer Revenue Fund Requisition #SA-270 – D. L. Reichard, II - \$1,107.26 – Base Retainer for Legal Services (07/01/2020 to 09/30/2020)

Sewer Revenue Fund Requisition #SA-271 – SEK CPA's and Advisors - \$1,200.00 – Progress billing for audit of financial statements as of December 31, 2019

Water Construction Fund Requisition #WC-176 – Gannett Fleming, Inc. - \$21,175.81 – Programming Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of April 25, 2020 through May 22, 2020

Water Construction Fund Requisition #WC-177 – Gannett Fleming, Inc. - \$13,857.06 – Design, Bid and Construction Phase Engineering Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of April 25, 2020 through May 22, 2020

Water Revenue Fund Requisition #20-12 – Borough of Waynesboro (Clearing Account) - \$144,376.00 – 3rd Quarter, 2020 Water Allocation

Water Revenue Fund Requisition #20-13 – D. L. Reichard, II - \$1,107.26 – Base Retainer for Legal Services (07/01/2020 to 09/30/2020)

Water Revenue Fund Requisition #20-14 – SEK CPA's and Advisors - \$1,800.00 – Progress billing for audit of financial statements as of December 31, 2019

William Pflager seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 6:29 p.m. on a Blake/Pflager motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Manager