

WAYNESBORO BOROUGH AUTHORITY

JANUARY 19, 2021

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, Scott Stine, Lee Layman, William Pflager and Todd Blake

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

Others – Rachel Govelovich, Gannett Fleming

APPROVE MINUTES: Scott Stine made a motion to approve the December 15, 2020 minutes, as written. William Pflager seconded; the motion passed unanimously.

WBA ANNUAL REORGANIZATION: Nominations for 2021 WBA Officers were as follows –

- Chairman - William Pflager nominated Jon Fleagle.
Scott Stine seconded. William Pflager made a motion to close the nominations.
Scott Stine seconded.
- Vice-Chairman – Lee Layman nominated Scott Stine.
William Pflager seconded. Lee Layman made a motion to close the nominations.
William Pflager seconded.
- Secretary – Scott Stine nominated William Pflager.
Todd Blake seconded. Lee Layman made a motion to close the nominations.
Todd Blake seconded.
- Treasurer/Assistant Secretary – Todd Blake nominated Lee Layman.
William Pflager seconded. William Pflager made a motion to close the nominations.
Scott Stine seconded.

Chairman Fleagle announced that the aforementioned WBA Officers will serve for the 2021 year, as elected by unanimous vote.

WATER PLANT UPGRADE – UPDATE: Mr. Pryor provided the following update on progress at the Water Plant –

- Electrical contractor is working on the fire alarm system, which is almost complete.
- Work is being done on the PA intercom system, which will also be completed shortly.
- Wired up the exhaust fan for ventilation in the chlorine room.
- Began installing fiber optics from the old to new plant.
- HVAC contractor is still working on the control system, and has been making detailed diagrams for the staff's future use.
- Installing sump pump control panel in the basement.
- Installed large unit heater on first floor.
- General contractor continues to work on spill containment area and outside trench drain, as weather permits.
- New grating installed in chemical feed systems.

Mr. Pryor reported that the most difficult issue at this point in time has been with Filter #4. Several meetings have been held regarding the matter and it appears to be resolved. PSI has demolished the damaged underdrain system, Leopold "gave their blessing", the clear water test was successful, and the filter media is being installed. Once the disinfection is completed, Gannett Fleming will provide an engineering certificate to DEP, and then the filter will be placed back in service ... and the entire process will start over again with Filter #3. Mr. Pryor also noted that they have worked through the flume vent issue, and all parties seem to agree that the failure was due to an air/water combination and the flume vent will not be necessary. He did note that the project will be several weeks behind schedule because of these difficulties.

Mr. Pryor reported that Comcast has installed cable from Glen Furnie to the turn at Rattlesnake Run Road, however, the project is now in a holding pattern because of right-of-way paperwork that needs to be signed at DCNR.

Mr. Pryor requested WBA permission to prepare/sign four (4) \$50.00 checks for amendments to the Water Supply Permit (when they need to be sent to DEP). William Pflager made a motion as such. Todd Blake seconded; the motion passed unanimously.

ANTIETAM DAM – UPDATE: Leiter Pryor noted that Gannett Fleming's inspection report was included in the meeting packet. Some potential additions to the scope of work for the Antietam Dam project were identified. He recommended that WBA members review the report, which can be addressed at the next meeting before action is taken.

Rachel Govelovich noted that the Water Supply Permit is ready for submission. She added that the permit will be good for two (2) years for the start of construction, but extensions can be obtained if necessary.

In addition, she noted that funding (and in particular, PENNVEST) was part of the scope for the final design phase (which they are nearing). She suggested holding a planning

consultation meeting to get everyone on board, as specifications should start to comply with PENNVEST representatives if that funding is going to be considered. The consultation would be virtual, and should include PENNVEST representatives. WBA members agreed.

Discussion followed regarding the possibility/availability of federal funding. Chairman Fleagle requested that Gannett Fleming provide him with updated information (to include the intake tower) for future discussions with Congressman Joyce regarding funding opportunities.

2020 WASTELOAD MANAGEMENT REPORT: Mr. Pryor provided a copy of the Wasteload Management Report submitted to DEP. He reviewed details of the report and noted that the I & I work completed recently has resulted in steady improvements.

MEMORANDUM OF UNDERSTANDING (MORNINGSTAR): Mr. Pryor presented a proposed Memorandum of Understanding with Teresa K. Morningstar, who is proposing the construction of eight (8) storage units on Ridge Avenue (where Gembe's Upholstery was previously located). They would like to put bathrooms in the units, as they are intended to be leased by contractors for storage. This MOU provides that an initial assessment of two (2) EDU's of sanitary sewer capacity will be allocated for the project, based upon the water usage projections by R. Lee Royer. Actual water usage history from the quarterly billing records will be reviewed and the initial assessment of capacity will be adjusted as deemed necessary.

William Pflager made a motion to approve the MOU, as presented. Todd Blake seconded; the motion passed unanimously.

WATER PLANT PERSONNEL: Mr. Pryor noted that there was a recent situation where a Water Plant Operator was injured off-duty and was not able to return to his job due to physical limitations. A separation agreement was signed, and an opening was advertised for an Operator/Trainee. A Trainee has been hired and is doing very well. He has also enrolled in correspondence classes and is eager to learn about all aspects of plant operations.

Regarding COVID, the staff is doing well. All personnel are wearing masks in accordance with the Borough's policy, but they have had to remind the contractors to do so on occasion.

2020 WBA AUDIT: Mr. Pryor noted that the engagement letter has been received from SEK for the 2020 water and sewer audits. The cost will be \$7,900 (\$200 more than last year). Lee Layman made a motion to authorize the engagement with SEK for the 2020 WBA audit. Scott Stine seconded; the motion passed unanimously.

PAY BILLS: Todd Blake made a motion to approve the payment of the following requisitions –

Sewer Revenue Fund Requisition #SA-278 – Borough of Waynesboro (Sewer Fund) - \$200.00 – Reimbursement for Employee Gift Cards

Water Construction Fund Requisition #WC-209 – Gannett Fleming, Inc. - \$22,743.09 – Water Treatment Plant Raw Water Supply and Intake and Antietam Dam Rehabilitation Project, Final Design, Permitting, and Bid Phase for the period of October 24, 2020 through November 27, 2020

Water Construction Fund Requisition #WC-210 – Gannett Fleming, Inc. - \$1,518.03 – Programming Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of October 24, 2020 through November 27, 2020

Water Construction Fund Requisition #WC-211 – Gannett Fleming, Inc. - \$19,783.69 – Design, Bid and Construction Phase Engineering Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of October 24, 2020 through November 27, 2020

Water Construction Fund Requisition #WC-212 - W. C. Eshenaur & Son, Inc. - \$15,442.25 – Estimate No. 11 for Contract 2 (Mechanical Construction – Waynesboro Water Treatment Plant Upgrades) for work performed up to and including December 31, 2020

Water Construction Fund Requisition #WC-213 – PSI Pumping Solutions, Inc. - \$205,881.43 – Estimate No. 11 for Contract 1 (General Construction – Waynesboro Water Treatment Upgrade Upgrades) for work performed up to and including December 31, 2020

Water Construction Fund Requisition #WC-214 – Commonwealth of Pennsylvania - \$1,000.00 – Public Water Supply Permit Submission for the Waynesboro WTP Intake Upgrades Project

Water Revenue Fund Requisition #21-01 – Borough of Waynesboro (Water Fund) - \$400.00 – Reimbursement for Employee Gift Cards

William Pflager seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:03 p.m. on a Stine/Pflager motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary