

WAYNESBORO BOROUGH AUTHORITY

JULY 20, 2021

MINUTES

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

Borough Authority Members – Lee Layman, Jon Fleagle, Scott Stine, Bill Pflager and Todd Blake

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

Others – Rachel Govelovich (Gannett Fleming)

WATER TREATMENT PLANT UPDATE: Leiter Pryor presented an update of the construction activities at the water treatment plant.

- HVAC contract is substantially complete. An inspection of the boiler system was conducted by the Department of Labor & Industry. One minor deficiency was found and the contractor will make the appropriate correction.
- Electrical contract is approximately 95-98% complete. They are waiting on some instrumentation to arrive for installation.
- General contract – trying to get a delivery date for the media. When it arrives, it will be sampled on-site before the contractor can install.
- Underdrain for Filter #3 has been installed and is ready to go. Still waiting on the media.
- Work on raw water pumps – one installed a while back and another installed yesterday. The third was taken back to the factory for some work and some refining work needs to be done on the second pump installed.
- Gannett Fleming's programmer is still working on some of the backwash programs and reporting.

Change orders for consideration –

- Had an issue in the plate settler room where unit heaters were located close to the ceiling – staff asked for them to be moved down on the wall. Increase of \$1,666.51.
- Modifications to fire alarm-- specifications called to use existing wiring, but additional work needed to be done to make it work (conduits, conductors and control wiring). Increase of \$8,489.46.

- Installed a larger breaker to accommodate the larger fan in the ventilation system, bad wiring in the alum feed system, and wiring for the server rack in the office. Increase of \$9,196.00.

Todd Blake made a motion for approval of the change orders presented. William Pflager seconded; the motion passed unanimously.

ANTIETAM DAM UPDATE: Leiter Pryor noted that the 90% drawings need to be reviewed. A meeting will be scheduled for any WBA members who wish to attend, along with Leiter Pryor and Gordon Cruickshanks. After the final review, permits can be submitted to DEP for approval.

Chairman Fleagle noted that he has contacted Congressman John Joyce (he provided some recommendations) and Senator Toomey (no support was offered) regarding potential funding. Rachel Govelovich added that Gannett Fleming will also submit an application for High Hazard Dam federal funding.

RISK AND RESILIENCY PLAN: Leiter Pryor reported that the Risk and Resiliency Plan has been finalized and the certification was submitted to EPA on June 30th, as required. Within six (6) months, the Emergency Operations Plan for water treatment facilities must be completed. Gordon Cruickshanks and the staff are working on revising the plan and putting it into the format acceptable to EPA and DEP. It will be completed prior to the deadline.

2020 WBA WATER & SEWER AUDIT: WBA members received copies of the 2020 Water and Sewer audits from SEK. There were only a small number of minor adjustments that needed to be made; otherwise, the audit went very well. Several items were mentioned that needed clarification. Leiter Pryor will check on those and report back.

Discussion ensued regarding the need to review sewer rates for 2022, as there was a loss in 2020 and the General Obligation Note requires that all expenses be met.

Lee Layman made a motion to approve the audits, subject to clarification on several questions posed. Scott Stine seconded; the motion passed unanimously.

RAVEN ROCK/DCNR WILDLIFE TRAINING REQUEST: Leiter Pryor noted that he received a request from DCNR about the possibility of using Antietam Dam as a water source for mountain firefighting in conjunction with Raven Rock at Site R. They will be utilizing a helicopter with a 2,000 gallon bucket, and he explained their proposed plans. He feels it would be a good exercise and beneficial to entertain their request. He has requested written liability assurances in case there are any issues. The training event will take place tentatively on 08/11 (with a rain date of 08/12).

Scott Stine made a motion for approval. William Pflager seconded; the motion passed unanimously.

2021 SYSTEM-WIDE LEAK DETECTION – UPDATE: Mr. Pryor reported that Aqua-Tech conducted a system-wide survey recently and only found three (3) leaks – one on a main, one on a fire hydrant and one service line (customer’s responsibility). Based on these findings, it was thought that we should update some of the Borough’s equipment and perhaps continue with leak detection in-house to save money. In the meantime, he will request an updated proposal from Aqua-Tech and for equipment upgrades for comparison during upcoming budget deliberations.

ADDITIONAL ITEMS FOR DISCUSSION: Leiter Pryor reported that one of the Water Treatment Plant Trainees hired decided not to take the position, so they are continuing to look for another individual.

Mr. Pryor noted that money was budgeted for sewer I & I work (manhole rehabilitation). He will check with Scott Crum regarding the proposed schedule.

Mr. Pryor also reported that a tree fell on the caretaker’s house at the water treatment plant and an emergency repair was required. A claim was submitted under the homeowner’s policy and money has been received to cover the cost.

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

Sewer Revenue Fund Requisition #SA-286 – SEK CPA’s and Advisors - \$760.00 – Audit of financial statements and presentation of report thereon as of December 31, 2020 (less progress billing)

Water Construction Fund Requisition #WC-243 – PSI Pumping Solutions, Inc. - \$29,809.33 – Estimate No. 16 for Contract 1 (General Construction – Waynesboro Water Treatment Plant Upgrades) for work performed up to and including April 30, 2021

Water Construction Fund Requisition #WC-244 – PSI Pumping Solutions, Inc. - \$37,125.58 – Estimate No. 17 for Contract 1 (General Construction – Waynesboro Water Treatment Plant Upgrades) for work performed up to and including June 30, 2021

Water Construction Fund Requisition #WC-245 – Spotts Brothers, Inc. - \$1,738.13 – Estimate No. 3 for Contract 4 (Masonry Restoration – Waynesboro Water Treatment Plant Upgrades) for work performed up to and including May 31, 2021

Water Construction Fund Requisition #WC-246 – Guernsey - \$1,189.23 – Cabinet, per Quote #BOW101520A

Water Construction Fund Requisition #WC-247 – Schaedler Yesco Distribution - \$3,577.00 – Invoice #S6100048.001 (VersaView 5200 Panel)

Water Construction Fund Requisition #WC-248 – Gannett Fleming, Inc. - \$29,471.32 – Design, Bid and Construction Phase Engineering Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of May 8, 2021 through June 4, 2021

Water Construction Fund Requisition #WC-249 – Gannett Fleming, Inc. - \$4,779.67 – Programming Services for Waynesboro Borough Authority Water Treatment Plant Upgrade for the period of May 8, 2021 through June 4, 2021

Water Construction Fund Requisition #WC-250 – Gannett Fleming, Inc. - \$51,387.14 – Water Treatment Plant Raw Water Supply and Intake and Antietam Dam Rehabilitation Project, Final Design, Permitting, and Bid Phase for the period of May 8, 2021 through June 4, 2021

Water Revenue Fund Requisition #21-16 – William Bucklew - \$1,495.32 – Emergency Repairs to Caretaker’s House Roof (Deposit – Proposal #60556)

Water Revenue Fund Requisition #21-17 – William Bucklew - \$1,495.32 – Emergency Repairs to Caretaker’s House Roof (Balance – Proposal #60556)

Water Revenue Fund Requisition #21-18 – Gannett Fleming, Inc. - \$8,784.42 – Risk and Resiliency Plan (for the period of May 8, 2021 through June 4, 2021)

Water Revenue Fund Requisition #21-19 – Gannett Fleming, Inc. - \$323.32 – 2021 Annual Services of the Authority’s Consulting Engineer as authorized under the Annual Services Agreement for the period of May 8, 2021 through June 4, 2021

Water Revenue Fund Requisition #21-20 – Deborah Gift, Tax Collector - \$430.77 – 2021 WASD Real Estate Tax (Blue Rock Road – Parcel 19-0L18.-058B-EX0000)

Water Revenue Fund Requisition #21-21 – Deborah Gift, Tax Collector - \$1,984.74 – 2021 WASD Real Estate Tax (Rattlesnake Run Road – Parcel 19-0L15.-001A-000000)

Water Revenue Fund Requisition #21-22 – SEK CPA’s and Advisors - \$1,140.00 – Audit of financial statements and presentation of report thereon as of December 31, 2020 (less progress billing)

Lee Layman seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:09 p.m. on a Pflager/Stine motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Office Manager