

**WAYNESBORO BOROUGH AUTHORITY**

**SEPTEMBER 13, 2022**

**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 (in person and/or via teleconference):

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

Borough Staff – S. Leiter Pryor, Director of Borough Utilities  
Andrew (A.J.) Benchoff, Authority Solicitor

**APPROVE MINUTES:** Todd Blake made a motion to approve the minutes of the August 9, 2022 regular meeting as written. Bill Pflager seconded; the motion passed unanimously.

**WATER PLANT UPGRADE - UPDATE:** Leiter Pryor reported that the contractor is still working on punch list items. A meeting was held last week with the contractors and dissatisfaction was expressed to PSI regarding things not getting done. Allied Controls was on-site to look at the raw water flow meter, the clarifier effluent meters, the filter effluent meters and the finish water flow meter; and it was determined that the raw water flow meter was not operating correctly. PSI has agreed to install a new meter (if the supplier has not taken care of the replacement within a week) and will back-charge the supplier.

Mr. Pryor requested that an executive session be held at the end of this meeting to discuss the masonry contract.

Mr. Pryor also reported that a third-shift Water Plant Trainee has been hired and started work last week. He is enrolled in classes for future certification, and will be trained on day shift for 4-6 weeks before transitioning to night shift.

While discussing staffing, Mr. Pryor added that a Sewer Plant Trainee has also been hired and began work this week. They are now fully staffed at both plants. It was mentioned that there are still vacancies in the Maintenance Department.

**ANTIETAM DAM - UPDATE:** Leiter Pryor noted that he and Gordon Cruickshanks met recently with Gannett Fleming to discuss an addition to the scope of work for the intake portion of the dam project for replacement of the outlet valves in the settling basin. (They are the original valves and have been rebuilt several times, but they need to be

replaced.) They are working on a plan of action for doing the work without disruption to the plant, and Rachel Govelovich will prepare a cost estimate for WBA review at their October meeting.

Leiter Pryor was requested to contact GMS (the Borough's grant writers) regarding any potential infrastructure grants for this project.

Mr. Pryor advised that the NPDES permit for the Antietam Dam Auxiliary Spillway Project has been received, but they are still waiting on the permit from the Dam Section of DEP (which is anticipated to take another year).

WBA members received a copy of the Dam Inspection Report prepared by Dennis E. Black Engineering, which will now be forwarded to DEP. Mr. Pryor commended the staff for their efforts in maintaining the property. He added that the report included a recommendation to increase frequency of the conduit inspection from every two (2) years to a yearly basis, which he agreed would be beneficial.

**SEWER PLANT UPDATE:** Mr. Pryor reminded WBA members of the issue last year with the hydronic piping to the control building under the parking lot at the Sewer Treatment Plant. The piping was unavailable at that time (due to supply issues), but has now been located through W. C. Eshenaur. The cost for pipe and fittings is \$7,820 and they estimated \$3,000 for the connection (but would not quote a firm price due to unforeseen circumstances, as they may have to do some concrete cutting). The Borough's Maintenance Department will do the excavation work. Lee Layman made a motion to authorize proceeding with this repair at a cost not-to-exceed \$11,000. Todd Blake seconded; the motion passed unanimously.

In addition, Mr. Pryor noted there are three (3) submersible pumps in the pump station associated with the biotower tanks ... and it was recently discovered that one of them wasn't running and the other two were running "rough". Because they were drawing high amps, insulation on the wiring melted and there could have been an electrical fire as a result. PSI did an emergency repair, but the three (3) disconnects need to be replaced. Price quotes were received from PSI (\$15,865.00) and Ross Bare (\$14,435.00), and costs will be paid from the Sewer Construction Fund. Todd Blake made a motion to authorize Ross Bare to do repair of the disconnect units. Lee Layman seconded; the motion passed unanimously. Mr. Pryor added that an infrared heat gun has been ordered and periodic readings of the equipment will be taken in the future as a precautionary measure.

Following this issue, discussion was held regarding spare pumps. It was found that one of the spares needed to be checked and is recommended to be rebuilt (at a cost of \$9,550). (A new pump costs \$41,192 and six (6) total are needed.) Mr. Pryor proposed having this pump rebuilt as a spare, and keep rebuilding them as long as longevity is being received. At some point in time, however, parts will be unavailable and new pumps will need to be purchased. He suggested looking at a capital replacement program down the road. Discussion followed regarding the warranty on the rebuild(s).

Todd Blake made a motion for approval of the rebuild at a cost of \$9,550.00. Lee Layman seconded; the motion passed unanimously.

Mr. Pryor reported that re-test sampling has been completed for the NPDES permit renewal, and he is confident that results will come back favorable. When those results are received, he will provide them to WBA members via email. They have started the chemical analysis portion as well, which includes both the influent and effluent at the plant. Gordon Cruickshanks is assisting with this process, which will take several weeks to complete. Gannett Fleming will compile the data and send the results to DEP.

Solicitor Benchoff reported that he has received a copy of the deed (for the Sewer Plant) from Virtue Byers to the Burgess of Town Council of the Borough of Waynesboro dated 04/04/1931. He will have a discussion with Borough Solicitor Sam Wiser regarding language required to clarify ownership of the property by the WBA for the Franklin County land records and report back to the WBA. He added that the Subdivision Plans have been approved and recorded by R. Lee Royer.

**HOSS LAND COMPANY SEWER PLANNING MODULE:** Mr. Pryor noted that a preliminary plan has been submitted to the Waynesboro Planning Commission for nine (9) townhouses on Hamilton Avenue. The WBA is requested to recommend to Borough Council to approve the sewer planning module, as they have the capacity to serve the nine (9) units for sewer service and no overflows would exist within five (5) years. Lee Layman made a motion to authorize Leiter Pryor to inform Borough Council that the WBA has capacity to serve these nine (9) townhouses. Bill Pflager seconded; the motion passed unanimously.

**AUTHORITY BY-LAWS AMENDMENT – UPDATE:** It was noted that the proposed ordinance has been advertised for Borough Council’s consideration at their next meeting (scheduled for September 21<sup>st</sup>) authorizing an amendment to the WBA’s Articles of Amendment to confirm their power to sell, convey, and otherwise dispose of property deemed surplus by the Authority. Following Council’s approval, documentation will be forwarded to the PA Department of State regarding the amendment.

Discussion followed regarding the property proposed to be sold to the Stine Farm. Authority Solicitor Benchoff noted that he has discussed the matter with Borough Solicitor Wiser, and they both feel that obtaining an appraisal of the property is “best practice”.

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

Sewer Revenue Fund Requisition #SA-300 – Borough of Waynesboro (Sewer Fund) - \$264,185.00 – 4<sup>th</sup> Quarter, 2022 Sewer Allocation

Sewer Revenue Fund Requisition #SA-301 – Borough of Waynesboro (Clearing Account) - \$55.00 – Reimbursement for Recording Fees (WWTP Subdivision Plans)

Water Construction Fund Requisition #WC-287 – Gannett Fleming, Inc. - \$1,291.29 – Water Treatment Plant Raw Water Supply and Intake and Antietam Dam Rehabilitation Project, Final Design, Permitting, and Bid Phase for the period of 07/30/2022 through 08/26/2022

Water Construction Fund Requisition #WC-288 – Star Landscaping & Excavating - \$2,939.75 – Invoice #2067 (Pit for Flow Meter)

Water Revenue Fund Requisition #22-16 – Borough of Waynesboro (Water Fund) - \$445,282.00 – 4<sup>th</sup> Quarter, 2022 Water Allocation

Bill Pflager seconded; the motion passed unanimously.

WBA members adjourned to executive session at 7:05 p.m. to discuss potential litigation. They reconvened at 7:40 p.m. and took no further action.

Having no further business to discuss, the meeting then adjourned at 7:41 p.m. on a Blake/Stine motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Borough Secretary