

**WAYNESBORO BOROUGH AUTHORITY**

**NOVEMBER 15, 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:

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

Borough Staff – S. Leiter Pryor, Director of Borough Utilities

**WATER METER PRESENTATION (CORE & MAIN):** Ben Leonard and Jake Piccioni of Core & Main were in attendance to give a presentation on their products and services. Additional information will be provided, including a reference sheet, for distribution to WBA members.

**APPROVE MINUTES:** Lee Layman made a motion to approve the minutes of the October 11, 2022 regular meeting, as written. Bill Pflager seconded; the motion passed unanimously.

**WATER PLANT UPGRADE - UPDATE:** Leiter Pryor reported that there are still several outstanding items on the punch list.

- PSI has started work on installation of the UPS and SCADA wiring for the emergency shut-off for the chlorine system. That should be completed this week.
- Touch screen replacement is still needed.
- A pump test will be done on raw water pump #2 later this week to determine what the issue is. An engineer from Gannett Fleming will be present and there shouldn't be a major disruption to the plant.
- There is also an issue with the telephone system, which may be a design problem. They are awaiting an answer from Gannett Fleming.
- The coating system on Filter #1 has been completed and Filter #4 should be taken care of by the weekend.

Gannett Fleming's punch list includes:

- Determine why raw water pump #2 is not operating properly.
- Recommendation on pump sizing for the polyblend units (it is felt that a smaller pump is needed, but they are still researching the matter.)
- Issue with the UPS plant monitoring in SCADA system. Their programmer is looking into this and it should be resolved within a week or so.

- A graphic in the carbon feed system says “under construction”. All the instrumentation is there, but they need to get this up and running. The programmer will work on this as well.
- They are looking into the telephone system (analog/digital complications).

Chairman Fleagle asked about the walkway around the plate settler. Mr. Pryor noted that this has been done and paid for ... he will ensure that Gannett Fleming is back charged.

Mr. Pryor noted that a fair settlement (\$5,000 credit) has been negotiated with Spotts Brothers for the masonry contract. They have paid the \$5,000 and Mr. Pryor presented a Memorandum of Understanding releasing both parties for approval. In addition, PSI provided a fair quote to do the injection grouting (the way it was supposed to be done) and the masonry work. Mr. Pryor feels that there is sufficient money left in the contract to cover this work.

Todd Blake made a motion to authorize execution of the MOU with Spotts Brothers, as presented. Bill Pflager seconded; the motion passed unanimously.

Mr. Pryor also reported that he talked with Quincy Township’s manager regarding the lane to the Water Treatment Plant. He advised that that lane is DCNR’s. As DCNR has been unwilling to assist with paving in the past, the Borough’s maintenance crew repaired the lane.

**ANTIETAM DAM - UPDATE:** Mr. Pryor noted there is nothing new to report on this project. They are still waiting on permits.

**SEWER PLANT - UPDATE:** Mr. Pryor advised that the heat line from the boiler in the garage to the main plant has been installed and they now have heat. The two (2) new hires are working out very well and are very enthusiastic about their course work. Discussion followed regarding the need to pay a per diem rate for meals, as well as reimbursement for mileage driven in their personal vehicles, for training. WBA members agreed.

Mr. Pryor noted that the valve actuator for the Enterprise Avenue Pumping Station has been installed, but the contract did not include electrical work. He has contracted with an electrician and will be determine how to resolve the cost issue with the installer.

Volutes for the Third Street Pumping Station are on order with a delivery date of March, 2023.

Spare pumps for the West Penn Pumping Station are included in the tentative budget for 2023. Chairman Fleagle advised that Mr. Pryor should order the pumps as soon as the WBA approves the budget, as there is most likely a long lead time for delivery.

**I & I – UPDATE:** WBA members were provided with a report from Utility Services Group regarding their inspection work on the sewer lines. Mr. Pryor noted there is additional money in the tentative 2023 budget for continued inspections, as this is just a portion of the entire system. The Engineering Department is reviewing this data and will formulate a plan for repair. Additional information will be forthcoming.

**ARTICLES OF INCORPORATION:** Mr. Pryor presented revised Articles of Incorporation for the WBA's execution. These will be sent to the State to complete revisions needed in order for the WBA to sell property. Bill Pflager made a motion to authorize execution of the revised Articles of Incorporation, as presented. Lee Layman seconded; the motion passed unanimously.

**BUDGET 2023:** Chairman Fleagle led a review of the proposed 2023 Water, Sewer and Capital Budgets and highlighted revisions from the first draft review. Mr. Fleagle stated that the water funds were in fairly good shape, however there was a large deficit in the sewer funds. After some discussion, it was decided to increase sewer rates by 15% to offset the double-digit price increases for operational expenses.

A motion was made by Lee Layman and seconded by Bill Pflager to approve the Water, Sewer and Capital Budgets. The motion passed unanimously.

Leiter Pryor presented a resolution to raise sewer rates by 15%. A motion was made by Todd Blake and seconded by Bill Pflager to adopt the resolution, as presented. The motion passed unanimously.

Leiter Pryor presented a resolution affirming approval of the 2023 Water, Sewer and Capital Budgets pursuant to the Management Agreement with the Borough of Waynesboro. Todd Blake made a motion to approve the resolution, as presented. Lee Layman seconded; the motion passed unanimously.

**PAY BILLS:** Bill Pflager made a motion to approve the payment of the following requisitions –

Sewer Construction Fund Requisition #1157 – Ross Bare Electrical Services - \$14,435.40 – Invoice #493 (Service disconnects/wiring for effluent pumps)

Sewer Revenue Fund Requisition #SA-303 – Kornfield and Benchoff, LLP - \$831.25 – Solicitorship billing thru 09/30/2022

Water Construction Fund Requisition #WC-292 – Gannett Fleming, Inc. - \$3,184.20 – Water Treatment Plant Raw Water Supply and Intake and Antietam Dam Rehabilitation Project, Final Design, Permitting, and Bid Phase for the period of 07/02/2022 through 07/29/2022

Water Construction Fund Requisition #WC-293 – PSI Pumping Solutions, Inc. - \$119,823.26 – Estimate No. 23 for Contract 1 (General Construction –

Waynesboro Water Treatment Plant Upgrades) for work performed up to and including October 31, 2022

Water Revenue Fund Requisition #22-20 – Kornfield and Benchoff, LLP - \$1,601.25 – Solicitorship billing thru 09/30/2022

Water Revenue Fund Requisition #22-21 – Dennis E. Black Engineering, Inc. - \$8,006.19 – Inv. #42173 (2022 Antietam Dam Project)

Lee Layman seconded; the motion passed unanimously.

**EXECUTIVE SESSION:** Chairman Fleagle called for an executive session to discuss the potential sale of Authority property at 8:05 p.m.

The meeting reconvened at 8:10 p.m. Bill Pflager made a motion to adjourn. Lee Layman seconded; the motion passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Borough Secretary