

WAYNESBORO BOROUGH AUTHORITY

SEPTEMBER 12, 2023

MINUTES

Authority Chairman Jon Fleagle called the meeting of the Waynesboro Borough Authority (held at the Water Treatment Plant) to order at 6:00 p.m. with the following in attendance:

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

Borough Staff – S. Leiter Pryor, Director of Borough Utilities
Andrew Benchoff, Authority Solicitor
Tom Brennan, Chief Water Plant Operator
Gordon Cruickshanks, Operations Manager

Others – Rachel Govelovich, Gannett Fleming

APPROVE MINUTES: Bill Pflager made a motion to approve the minutes of the August 8, 2023 regular meeting, as written. Lee Layman seconded; the motion passed unanimously.

WATER PLANT UPGRADE - UPDATE: Leiter Pryor reported that, pursuant to discussions with Gannett Fleming regarding VoIP, PSI went with a different provider and was able to get the system to function. The landline phone number needs to be ported over to the VoIP line, which takes a little time. The request has been made with the provider, and this should be done by the end of the week. They will then run the VoIP for 1-2 weeks to ensure it will work properly. Everyone seems to be in agreement that the problem is with the landline.

Mr. Pryor noted that an EPA inspection was conducted recently. He was under the weather during the visit, but the staff was able to pull and provide most of the information they requested to see. Overall, they received a good report back. Several physical items were mentioned (the screen mesh size on the vent to the clear well was too big, there were some recordkeeping items that need to be changed, locks on several hatches were needed, etc.) He added that Rachel Govelovich gave them a “heads up” from several other clients regarding backflow prevention, so they ordered and installed several backflow preventors and vacuum breakers prior to the inspection. Mr. Pryor noted that Gordon Cruickshanks has already addressed most of the issues mentioned the inspection. He added that they gave a lot of positive comments about the appearance of the plant, and a written report should be forthcoming in several weeks.

Mr. Pryor also noted that the PA Fish Commission was on-site today ... they said that "everything looks good".

Mr. Pryor mentioned that Doug Hess started work on September 5th, and he seems to be a good fit at the Water Plant. He will also work toward getting his Wastewater Operator's license after his training is complete. As Andrew McAllister at the Sewer Plant is interested in getting his Water Operator's license, the plan is to "swap" them between the two plants.

Mr. Pryor added that Chase Murray is working hard on his books and plans to enroll in the Penn State program that Andrew did previously. Dan Breininger and Kathleen Glancey at the Water Plant are working on getting their certifications as well.

ANTIETAM DAM - UPDATE: Mr. Pryor noted that they have heard nothing back regarding the permits. Regarding the grant, he contacted PEMA/DEP about broadening the period of performance in the loan agreement. They said they may be able to extend it a month or two (nothing significant), but they aren't able to back up the start date. This would mean there might only be \$12,000 to \$13,000 in eligible costs (of which we would get 65%) and it just isn't worth going through all the required steps, so the grant was declined. Mr. Pryor noted he requested that they keep us in mind if something comes up in the future.

Mr. Pryor reported that the Emergency Action Plan for Antietam Dam has been updated. Tyler Grove set it up for electronic signatures, so it has been sent to all the required agencies ... they are still waiting for two (2) more to return signatures and then it will be sent to DEP for final approval. The plan will then be in effect for another five (5) years. He is hoping that the EAP will be completed prior to the annual dam inspection conducted in the fall.

Mr. Pryor reported that the spillway is currently down approximately 20". He will continue to keep an eye on it.

SEWER PLANT - UPDATE: Mr. Pryor noted that he has issued a purchase order for repair of the Enterprise Avenue Pump Station. It will take approximately 12 weeks to get the pump back, which will not be an issue because we owe Washington Township some flow anyway and there is an overflow that will go to the relief line by gravity.

Mr. Pryor also mentioned that the methanol storage tank was inspected recently and several issues were noted (which they continue to work through). They originally determined that a probe for the leak detection system was faulty and new probes were ordered. Then, after reviewing the schematic of the piping, they asked if there was a solenoid valve to open/close on the line coming from the tank to the feed equipment ... he determined that there is one and he provided a picture to the inspector. The inspector advised that a shut-off was needed on the line close to the tank, so he is getting price quotes now for that work. In addition, the inspector also commented that

the generator storage tank should be registered ... so they are coming down on 09/26 to review the tank to determine what is needed to bring it into compliance in order for it to be registered.

POLE BUILDING - UPDATE: Mr. Pryor reported that the materials for the pole building were delivered today. The contractor will call tomorrow to discuss their plan of attack. They anticipate it to be erected within two (2) weeks, which includes several required inspections. The concrete contractor (J & M Concrete) will require a week's notice, for a cost of approximately \$6,000. If all goes well, he expects the work to be completed by the end of October ... then the electrical work will be done, which he is currently obtaining price quotes for.

MAINSTREET, INC. WATER SERVICE: Leiter Pryor presented a sketch of the plans for Mainstreet Waynesboro's office building next to the Main Street Park. The plans show a 2" domestic line, but there could be significant savings (for both the tap and quarterly fees) by utilizing a 1½" line instead. Bill Kohler will talk to his designer to see if a 2" line will work for their purpose. It was noted that Mainstreet Waynesboro, Inc. has not yet made application for water service, which is required prior to getting service at this location.

ADDITIONAL ITEMS FOR DISCUSSION:

1. **CLASS ACTION LAWSUIT:** Mr. Pryor received notice of a class action lawsuit regarding PFAS, which he has provided to Solicitor Benchoff and Rachel Govelovich. Rachel noted she will look into the matter and Mr. Benchoff will provide information regarding the process to register, as it is typically better to go along with the class instead of objecting out.
2. **BONDS** - Leiter Pryor sent an email to Jon Fleagle and Lee Layman regarding a \$200,000 bond investment which came due recently. After discussion, WBA members concurred with investing the money in a certificate of deposit for one (1) year.

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

Sewer Revenue Fund Requisition #SA-323 – Borough of Waynesboro (Sewer Fund) - \$282,963.00 – 4th Quarter, 2023 Sewer Allocation

Water Construction Fund Requisition #WC-314 – Kendall Electric - \$2,340.00 – Inv. #S113280825.001 (IT Work Related to VoIP System)

Water Construction Fund Requisition #WC-315 – Gannett Fleming, Inc. - \$687.01 – Design, Bid and Construction Phase Engineering Services for WBA Water Treatment Plant Upgrade for the period of 07/01/2023 through 07/28/2023

Water Construction Fund Requisition #WC-316 – Gannett Fleming, Inc. - \$2,153.30 – WTP Raw Water Supply and Intake and Antietam Dam Rehabilitation Project, Final Design, Permitting, and Bid Phase for the period of 07/01/2023 through 07/28/2023

Water Revenue Fund Requisition #23-26 – Core & Main, LP - \$15,000.00 – Inv. #T278538 (50 Kamstrup Meters, 5/8 x 3/4)

Water Revenue Fund Requisition #23-27 – Gannett Fleming, Inc. - \$1,993.79 – Inv. #0000026118 (2023 Annual Services for the period of 07/01/2023 thru 07/28/2023)

Water Revenue Fund Requisition #23-28 – Borough of Waynesboro (Water Fund) - \$465,733.00 – 4th Quarter, 2023 Water Allocation

Water Revenue Fund Requisition #23-29 – S. Leiter Pryor - \$180.26 – Meeting supplies

Bill Pflager seconded; the motion passed unanimously.

Tom Brennan, Chief Water Plant Operator, noted that he is retiring in March of 2024. He thanked WBA members for employment for the last 31 years, adding that it has been a pleasure working here. Mr. Pryor and Chairman Fleagle stated that Mr. Brennan will be sorely missed.

Having no further business to discuss, Bill Pflager made a motion to adjourn the meeting at 6:36 p.m. Lee Layman seconded; the motion passed unanimously.

Respectfully Submitted,

Melinda S. Knott
Borough Secretary