

**WAYNESBORO BOROUGH AUTHORITY**

**NOVEMBER 14, 2023**

**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  
Tyler Grove, Dual Certification Water/Sewer Plant Operator  
Andrew Benchoff, Authority Solicitor

**APPROVE MINUTES:** None.

**WATER PLANT UPGRADE - UPDATE:** It was noted that a DEP engineer's inspection is required for the close-out and that is being coordinated. Once that has been completed, the final payment requests can be forwarded to PENNVEST for reimbursement. Mr. Pryor noted he is hoping to have that all "ironed out" by the WBA's next meeting.

He reported that Water Plant personnel hosted another DEP inspection yesterday and today. The resultant report has been submitted ... there were only very minor items noted.

Mr. Pryor also noted that there is an issue with the boiler at the Water Plant, and there is currently no heat. The new boiler is just outside the contractor's warranty and they (Eshenaur) quoted a rather large on-site service call fee. So they are working with a local contractor from Chambersburg (Rodney B. Smith) who has done some recent work at the Sewer Plant. He did a diagnostic test on the boiler and determined that there is a bad solenoid valve. He is having difficulty obtaining a replacement part and will contact Eshenaur to see who their supply vendor is for replacement parts. If it can't be repaired through Rodney B. Smith, they will have to pay Eshenaur for a service call.

**ANTIETAM DAM – UPDATE:** Mr. Pryor noted they are still waiting to hear back from DEP on the permit submissions so the drawings can be finalized. Rachel Govelovich reported that the intake portion has been moved forward, as those permits have been received.

Tyler Grove reported that the water level at the reservoir is down 43" and has been steadily holding at that point.

**SEWER PLANT – UPDATE:** Leiter Pryor reported that Allied Controls has installed the leak detection equipment on the methanol storage tank; and it has been tested and is functioning properly. Keystone Petroleum and DEP have been advised that this work was done, and a proposal was executed with Keystone Petroleum to install the shut-off valve and the anti-siphon valve on that tank. We are on the schedule for the work, but Keystone isn't sure when they will be able to get here. DEP is aware and Mr. Pryor stated he is hoping to have the work completed by the end of the year.

Regarding the storage tank under the generator, a proposal for the work required in the inspection report has also been executed. Again, we are on the list for Keystone Petroleum to do the installation.

Mr. Pryor reported that the transfer switch for the generator is on order (there is a 10-12 week lead time). Tyler Grove worked with a local electrician and they determined that a manual transfer can be done in order to run the generator if the need arises. He prepared an SOP for the staff on how to transfer power over in case of an emergency ... everyone seems to be comfortable with doing that, but they are hoping it won't have to be done.

Mr. Pryor added that Rodney B. Smith installed the HVAC system on the denite building and it is working fine.

Mr. Pryor also mentioned that there have been some issues with the methanol feed system and he may have to call Geiger in for troubleshooting.

**POLE BUILDING - UPDATE:** Mr. Pryor reported that the structure is completed, the floor is in, the spouting is up, etc. He noted that Dutchman Contracting did a great job. The electrician will start work tomorrow ... he anticipates it will take two (2) days to install the lights and unit heaters. He added that the Jet Vac truck is currently being stored in the new building.

**2024 WATER & SEWER BUDGETS:** WBA members reviewed the water, sewer and capital budgets. Mr. Pryor noted he is recommending a 10% increase in water rates beginning January 1, 2024, as indicated in proposed Resolution No. 2023-03. Todd Blake made a motion to approve the water and sewer budgets as presented by the staff. Lee Layman seconded; the motion passed unanimously.

### RESOLUTION NO. 2023-03

WHEREAS, the Waynesboro Borough Authority, a Municipal Authority created and existing under the laws of the Commonwealth of Pennsylvania, holding office at 55 East Main Street, Waynesboro, PA 17268, has entered into a Management Agreement with the Borough of Waynesboro, a municipal corporation of the Commonwealth of Pennsylvania, for the operation and maintenance of the water and sanitary sewer systems dated September 18, 2019; and

WHEREAS, Section-5: Budgets and Accounting of the Management Agreement requires the Waynesboro Borough Authority to adopt the Water System Operation Budget and the Sewer System Operation Budget (Utility Systems Operational Budgets) by resolution on or before December 1<sup>st</sup> of each calendar year; and

WHEREAS, the Waynesboro Borough Authority has reviewed the Utility System Operational Budgets, and has determined that the Utility System Operational Budgets are acceptable as presented by the Borough of Waynesboro and are attached hereto.

NOW, THEREFORE BE IT RESOLVED, the Waynesboro Borough Authority hereby approves the 2024 Utility System Operational Budgets this 14<sup>th</sup> day of November, 2023.

Complete copy on file at Borough Hall.

Bill Pflager then made a motion to approve proposed Resolution No. 2023-04, increasing water rates by 10%. Lee Layman seconded; the motion passed unanimously.

#### RESOLUTION NO. 2023-01

WHEREAS, the Waynesboro Borough Authority has determined a water rate adjustment is necessary to meet the current and future needs of the Waynesboro water system, and

NOW, THEREFORE BE IT RESOLVED, the Waynesboro Borough Authority hereby adopts the rate schedule hereto attached, known as Schedule A - Schedule of Water Rates, effective January 1, 2024.

Complete copy on file at Borough Hall.

**LOCAL SHARE GAMING GRANT RESOLUTION:** Leiter Pryor noted that he looked into this grant opportunity, the application period for which closes the end of November. He has begun an application for rehabilitation of the biotowers at the Sewer Plant. The maximum request permitted is \$1,000,000 and since the estimated total cost of the project is \$2,100,000, he will request the maximum (and the WBA would have to come up with the additional \$1,000,000 needed if the application is successful. He added that this grant is highly competitive. He presented proposal Resolution No. 2023-02 for WBA approval. Lee Layman made a motion for approval. Bill Pflager seconded; the motion passed unanimously.

#### RESOLUTION NO. 2023-02

BE IT RESOLVED, that the Waynesboro Borough Authority of Franklin County hereby requests a Statewide Local Share Assessment grant of \$1,000,000 from the

Commonwealth Financing Authority to be used for Wastewater Treatment Plant Bio-Filter Rehabilitation; and

BE IT FURTHER RESOLVED, that the Waynesboro Borough Authority does hereby designate Jon Fleagle, Chairman, and S. Leiter Pryor, Utilities Director, as the official(s) to execute all documents and agreements between the Waynesboro Borough Authority and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

Complete copy on file at Borough Hall.

**RESOLUTION NO. 2023-04 AUTHORIZING SALE OF WHARF ROAD PROPERTY:**

Pursuant to WBA direction at their last meeting, Solicitor Benchoff prepared a proposed resolution authorizing Leiter Pryor and Jon Fleagle to execute required documents for sale of the Wharf Road (Zullinger well) property. Lee Layman made a motion for approval. Bill Pflager seconded; the motion passed unanimously,

**RESOLUTION NO. 2023-04**

WHEREAS, the Waynesboro Borough Authority, (the “Authority”) is a municipal authority incorporated and existing under provisions of the Pennsylvania Municipality Authorities Act of 1945, approved May 2, 1945, P.L. 382, as amended and supplemented (the “Authorities Act”), operating under Articles of Incorporation approved and filed in the Department of State October 29, 1951, and as amended thereafter, and pursuant to an Ordinance of Borough Council of the Borough of Waynesboro, Franklin County Pennsylvania (the “Borough”); and

WHEREAS, the Authority desires to sell, convey, and otherwise dispose of real property deemed surplus by the Authority, which surplus real property is located on Wharf Road, Washington Township, Franklin County, Pennsylvania, and described in a deed dated September 28, 2001 from Zullinger Water Association, Inc. to Waynesboro Borough Authority, recorded in Franklin County Instrument # 200138797, and also described in a deed dated December 11, 1981 from J. Seth Stine and Elizabeth Stine, his wife, to the Zullinger Water Association, Inc., and recorded in Franklin County Deed Book Volume 850, Page 261, and which is known as Tax Parcel Number 23-0Q02.-001A-EX0000 (“the Property”).

NOW, THEREFORE, BE IT RESOLVED, by Board of the Authority, as follows:

The Solicitor and the Director of Utilities are hereby directed to prepare an Agreement of Sale and facilitate settlement of the Property to Scott A. Stine and Stacy A. Stine in order to sell them the Property for \$4,000.00. The Chairman and the Director of Utilities are authorized to sign the Agreement of Sale and the settlement documents to effect the transfer.

Complete copy on file at Borough Hall.

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

Sewer Construction Fund Requisition #1167 – Rodney B. Smith Plumbing, Heating & Cooling, Inc. - \$4,200.00 – LG ductless heat pump installation at WWTP (50% deposit)

Sewer Construction Fund Requisition #1168 – J & M Concrete Construction, LLC - \$1,842.48 – Concrete work for new pole building at WWTP

Sewer Construction Fund Requisition #1169 – Star Excavating and Electrical - \$1,616.01 – Electrical work for new pole building at WWTP

Sewer Construction Fund Requisition #1170 – Allied Control Services, Inc. - \$5,141.00 – Drexelbrook Sensor Replacement (Installation and Set-up)

Sewer Construction Fund Requisition #1171 – Dutchman Contracting, LLC - \$17,969.70 – Construction of Pole Building at WWTP

Water Construction Fund Requisition #WC-320 – J & M Concrete Construction, LLC - \$4,299.1`2 – Concrete work for new pole building at WWTP

Water Construction Fund Requisition #WC-321 – Star Excavating and Electrical - \$3,770.70 – Electrical work for new pole building at WWTP

Water Construction Fund Requisition #WC-322 – Dutchman Contracting, LLC - \$41,929.30 – Construction of pole building at WWTP

Bill Pflager seconded; the motion passed unanimously.

**ADDITIONAL ITEMS FOR DISCUSSION:** Chairman Fleagle noted that, pursuant to a recent meeting with F & M Bank, he recommends that the WBA take action to close-out the current sweep accounts and transfer the funds into money market accounts in order to earn 4% interest on those. Todd Blake made a motion for approval. Bill Pflager seconded; the motion passed unanimously.

Having no further business to discuss, Bill Pflager made a motion to adjourn the meeting at 7:10 p.m. Lee Layman seconded; the motion passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Borough Secretary