

# WAYNESBORO BOROUGH AUTHORITY

FEBRUARY 21, 2017

## MINUTES

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

Borough Authority Members – Christopher Snively, Jon Fleagle, Lee Layman and William Pflager (S. Allen Stine was absent)

Borough Staff -- S. Leiter Pryor, Director of Borough Utilities  
D. Lloyd Reichard, II, Authority Solicitor

**ANTIETAM DAM EVALUATION:** Amanda Hess and Paul Schweiger of Gannett Fleming were present. Ms. Hess noted that DEP's letter dated 04/28/2016 indicated they are going through their inventory of dams to see if they meet current dam safety standards. Their analysis showed that the spillway at Antietam Dam is capable of passing 58% of the required PMF (probable maximum flood), and they requested that WBA have an engineer develop alternatives to address the inadequate spillway design. Ms. Hess noted this is not a reflection of poor maintenance or poor design, but dam safety standards have changed. Most failures that have occurred are due to flooding or overtopping, which is why dams are now required to pass the PMF.

Accordingly, Gannett Fleming was commissioned to look at the H&H (hydrologics and hydraulics), evaluate the spillway capacity and identify alternate options; and they provided their report to the WBA in January of 2017. Ms. Hess and Mr. Schweiger reviewed and explained their findings, as well as various alternatives for addressing the situation and options which are *not* favorable due to WBA's particular situation. In closing, they stated their recommendation would be to widen the existing spillway. This would require lowering the water level in the reservoir during construction; and the entire project would take approximately two (2) years for completion and would cost approximately \$3,000,000-\$5,000,000. It was noted that grant funding may be available for non-federally owned dams, and they will provide information to the WBA when more is available.

The next step would be to do the conceptual design. Gannett Fleming will prepare a proposal for this work by the WBA's next meeting.

**MEETING WITH COUNCIL UTILITIES COMMITTEE:** Chairman Fleagle noted that he received a letter from the Borough Manager indicating that Council's Utilities Committee would like to meet with a WBA-appointed committee to discuss various issues. Accordingly, Mr. Fleagle noted that the committee will be comprised of Lee Layman, Leiter Pryor and himself. A meeting of the committees will be held on 02/27 at 9:00 a.m. and they will report back to the WBA.

**UPDATE – STP BIOSOLIDS:** Mr. Pryor reported that sampling has produced several “hits” on molybdenum coming from a local company. He, Mr. Fleagle and Mr. Cruickshanks have conducted a tour of the facility; and although there were no obvious problems evident, they don’t currently have limits on this discharge. It was noted that if the Sewer Use Ordinance were in place at this time (it is currently in the hands of the Borough Solicitor), they would be in violation because they are consistently exceeding the proposed limit. Mr. Pryor was directed to write a letter to the plant regarding the matter, and Mr. Cruickshanks will schedule additional sampling on their heat treatment process.

Mr. Pryor noted that they have dewatered approximately 450,000+ gallons of sludge at the wastewater treatment plant, at an estimated final cost of \$150,000-\$170,000. The remaining material in the secondary digester is highly concentrated in molybdenum, which will be pumped down to the drying beds. Once the primary digester is filled again with “clean” material, they should be able to land-apply again. In the meantime, the staff will continue to sample throughout the system (and may purchase another sampler as well).

**REQUEST FOR WATER SERVICE – WIDC LOTS 7 & 7A:** Leiter Pryor presented a request for water service to Lots 7 & 7A in the Zullinger Industrial Park (at the proposed medical marijuana facility). They are currently working to obtain various permits/licenses, and a water availability letter is required for their Land Development Plan with Washington Township. They are proposing a 6” fire line coming off the existing 10” and a 1” domestic service. All of their process/grow water will come from a well. Lee Layman made a motion to agree to serve Lots 7 & 7A. William Pflager seconded; the motion passed unanimously.

**SEWER PLANT DEBT SERVICE REFINANCING:** Mr. Fleagle reported that he, Leiter Pryor and Lee Layman met recently with representatives regarding the proposed refinancing of the PENNVEST sewer loan. One of them turned out to be a bond salesman from a bank, but two (2) others were financial planners for authorities and boroughs in PA. Both of them agreed that bank loans (vs. bonds) are the most beneficial route to go; and after reviewing the services available from both entities, they are recommending PFM Group. He explained that they will prepare and send out an RFP to numerous banks, review/compare their proposals, and provide a recommendation to the WBA. Mr. Fleagle added that they are only paid if the WBA decides to proceed with the refinancing. Christopher Snively made a motion to authorize the PFM Group to proceed with seeking refinancing for the PENNVEST sewer loan. William Pflager seconded; the motion passed unanimously.

**UPDATE – BANK TRANSITION TO F&M:** Mr. Pryor advised that the Borough has started making deposits into the WBA’s revenue accounts, so money can be transferred from the accounts at BB&T to F&M. He noted that small balances will remain in the BB&T accounts until all checks have been cleared, but new invoices will be paid from the F&M accounts beginning next month. Revised bank information has been provided to all the cell tower lessees for deposit to the F&M Tank Maintenance Account, and he will work with PENNVEST regarding the monthly sewer loan payments. Lee Layman

made a motion to authorize Leiter Pryor to make the appropriate changes, as indicated. William Pflager seconded; the motion passed unanimously.

Mr. Fleagle reminded Mr. Pryor that they would like funds in the Tank Maintenance Account to be invested, ensuring however, that the investments are staggered and adequate cashflow is available for future needs.

**SOURCE DEVELOPMENT STUDY:** Mr. Pryor reported that a draft of the Source Development Study is currently under review by Gannett Fleming. They will have a copy to the WBA for review by the next meeting.

On a related matter, Mr. Pryor noted that discussions were held in the recent past regarding issues with recharge at Well #2. The question was asked several times “is that level sensor working properly?” Although it was thought to be working properly, it was recently replaced and set at the same level as the old one ... and now the readings are the same as before (meaning the recharge rate is fine and the well is being run 12 hours/day again).

**WATER TREATMENT PLANT UPGRADE STUDY:** Mr. Pryor noted that Gannett Fleming is working on the Water Treatment Plant Upgrade Study. He will request a time lime on the project and report back at the next meeting.

**REQUEST TO PURCHASE NEW LAPTOP:** Mr. Pryor noted that his laptop failed again recently (he has had it in for repair three times in the recent past), and he requested permission to purchase a new one. WBA members concurred.

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

**Sewer Construction Fund Requisition #1151** – Waynesboro Borough Authority  
(Sewer Construction Fund – F&M) - \$530,000.00 – Transition of Account  
from BB&T to F&M

**Sewer Revenue Fund Requisition #SA-190** – R & R Environmental, Inc. -  
\$55,099.71 – Pumped, dewatered and hauled sludge (177,741 gallons)

**Sewer Revenue Fund Requisition #SA-191** – Gannett Fleming Companies –  
Engineering Services related to Sewer Use Ordinance and Sewage  
Transportation Agreement Updates per GF’s April 30, 2015 Proposal and  
as authorized under the Annual Services Agreement Miscellaneous  
Engineering Services. Includes the following tasks: Industrial Users  
Pollutant Limits Evaluation, a High Strength Wastewater Surcharge Study,  
a Sewer Use Ordinance Update and Revision, a Sewage Transportation  
Agreement Update and Revision, and Implementation of an Industrial  
Pretreatment Program for the period of November 26, 2016 through  
December 30, 2016

**Sewer Revenue Fund Requisition #SA-192** – Smith Elliott Kearns & Company, LLC - \$950.00 – Preparation of reconciliation for State Bureau of Audits inquiry showing comparison between project expenses and the Schedule of Expenditure of Federal Awards for 2010 to 2015

**Sewer Revenue Fund Requisition #SA-193** – Waynesboro Borough Authority (Sewer Revenue Fund – F&M) - \$550,000.00 – Transition of Account from BB&T to F&M

**Tank Maintenance Fund Requisition #TM-07** – Waynesboro Borough Authority (Tank Maintenance Fund – F&M) - \$577,000.00 – Transition of Account from BB&T to F&M

**Water Construction Fund Requisition #WC-117** – Waynesboro Borough Authority (Water Construction Fund – F&M) - \$961,000.00 – Transition of Account from BB&T to F&M

**Water Revenue Fund Requisition #17-09** – Gannett Fleming Companies - \$65.72 – 2016 Annual Services for the period of November 26, 2016 through December 30, 2016

**Water Revenue Fund Requisition #17-10** – Gannett Fleming Companies - \$2,361.89 – Perform Hydrologic and Hydraulic Analysis (H&H Analysis) with Alternatives Evaluation for Antietam Dam for the period of November 26, 2016 through December 30, 2016

**Water Revenue Fund Requisition #17-11** – Gannett Fleming Companies - \$3,887.16 – Waynesboro Water Treatment Plant Evaluation for the period of November 26, 2016 through December 30, 2016

**Water Revenue Fund Requisition #17-12** – Gannett Fleming Companies - \$1,085.06 – Engineering Services Related to Antietam Dam Emergency Action Plan Completion for Resubmission to PADEP (2/11/2016 Proposal) for the period of November 26, 2016 through December 30, 2016

**Water Revenue Fund Requisition #17-13** – F & M Trust - \$17,449.58 – Loan Payment (Loan #00007110766-09001, Due March 1, 2017)

**Water Revenue Fund Requisition #17-14** – Waynesboro Borough Authority (Water Revenue Fund – F&M) - \$1,409,500.00 – Transition of Account from BB&T

**Water Source Development Fund Requisition #SD-165** – Waynesboro Borough Authority (Source Development Fund – F&M) - \$84,500.00 – Transition of Account from BB&T

Christopher Snively seconded; the motion passed unanimously.

**SKETCH PLAN – JOE DANIELS:** Lee Royer presented a sketch plan for Joe Daniels for the proposed development of a former portion of the Brimington Development. He would like to develop 10-20 units at a time, but is hoping to only extend the water line as far as is needed for each phase of his development. Chairman Fleagle noted concerns regarding the line not being looped, adding that the WBA doesn't want to be in a position of people complaining about dirty water in 20+ years and the developer is nowhere to be found. They will ask the Engineering Department to model the scenario to determine if there is adequate pressure/volume, but it was noted that there is typically a Water Main Extension Agreement for an entire development. Mr. Pryor noted he is unsure how the distribution and capacity fees will be handled in segments.

Having no further business to discuss, the meeting adjourned at 8:43 p.m. on a Layman/Snively motion which passed unanimously.

Respectfully Submitted,

Melinda S. Knott  
Office Supervisor