

WAYNESBORO BOROUGH AUTHORITY

MAY 23, 2017

MINUTES

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

Borough Authority Members – Lee Layman, Jon Fleagle, Christopher Snively, and Bill Pflager.

Borough Staff – S. Leiter Pryor, Director of Borough Utilities and D. Lloyd Reichard, Authority Solicitor

APPROVE MINUTES: Chris Snively made a motion to approve the April 12, 2017 minutes as written. Bill Pflager seconded; the motion passed unanimously.

SEWER DEBT SERVICE REFINANCING: Leiter Pryor reported that the closing on the refinancing went smoothly. The close-out documents from PENNVEST have been received and he is working with F&M bank to fix a “glitch” in the electronic payment process.

UPDATE - LAND APPLICATION OF BIOSOLIDS : Leiter Pryor reported that, pursuant to several rounds of biosolids analysis, the molybdenum levels have reached an acceptable level and DEP has reinstated the land application program. Mr. Pryor noted that the General Permit for the land application program is set to expire in April of 2018 and he has had some discussions with DEP regarding the renewal process. There will be some additional work required that will need to be performed by a consultant. Leiter Pryor presented a proposal from Material Matters to assist in the preparation of the NOI for the general permit, review of the biosolids enhancement plan and the revised sampling plan for a not-to-exceed figure of \$6,500. Jon Fleagle stated that a second quotation should be obtained and that he would entertain a motion authorizing to proceed with the application process with the lowest proposal. Lee Layman made the motion, Bill Pflager seconded; and the motion passed unanimously.

FIFTH STREET PUMPING STATION ROOF: Leiter Pryor reported that, pursuant to the direction of the Authority, another roofing contractor was contacted regarding replacement of the rubber membrane roof on the pumping station building Kayhoe Roofing provided a quotation of \$1,500 to replace the roof and coping around the top band of the building. As this price was significantly less than the previous quotations, a notice-to-proceed was granted to the contractor and the replacement has been completed.

UPDATE - ANTIETAM DAM STUDY: Gannett Fleming is currently working through the alternatives analysis for the project. Leiter Pryor was requested to provide a drawing of the property boundaries at the dam. Mr. Pryor indicated that he had some discussion with the Borough Engineering Department, and it appears that the western property boundary is along the edge of the existing spillway and some research at the Adams County courthouse may be required.

UPDATE - WATER PLANT STUDY: Leiter Pryor reported that the draft report will be distributed to the WBA members upon receipt. Rachel Govelovich indicated that the draft will be available in the next day or so.

PART-TIME / TEMPORARY WATER PLANT OPERATOR: Leiter Pryor reported that a temporary, part-time Water Plant Operator was hired to fill-in at the Water Plant in Larry Freeman's absence. Dave Snader was able to begin training last week and should be "up to speed" very quickly, as he has 20+ years of filter plant experience.

UTILITY BILLING REVIEW - 1 EAST MAIN STREET: Leiter Pryor presented a request from the owner of 1 East Main Street to reduce the number of billable units from 9 to 6. It was determined that the 4 apartments and 2 store fronts on the first floor were currently occupied, and that 2 additional apartments and 15 boarding rooms on the second and third floors were being remodeled for occupancy. As the building is served by a master meter and there is no way to segregate service, the WBA feels that it is appropriate to continue billing this property as 9 units.

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

Sewer Construction Fund Requisition #1152 – Kayhoe Roofing - \$1,500.00 –
Fifth Street Pumping Station Roof

Sewer Revenue Fund Requisition #SA-202 – Smith Elliott Kearns &
Company, LLC - \$1,600.00 – Progress billing for audit of financial
statements as of December 31, 2016

Water Revenue Fund Requisition #17-27 – Gannett Fleming Companies -
\$6,077.51 – Conceptual Design for Antietam Dam for the period of April
1, 2017 through April 28, 2017

Water Revenue Fund Requisition #17-28 – Gannett Fleming Companies -
\$4,493.12 – Waynesboro Water Treatment Plant Evaluation for the
period of March 4, 2017 through March 31, 2017

Water Revenue Fund Requisition #17-29 – Smith Elliott Kearns & Company,
LLC - \$2,400.00 – Progress billing for audit of financial statements as of
December 31, 2016

Christopher Snively seconded; the motion passed unanimously.

Having no further business to discuss, the meeting adjourned at 7:40 p.m. on a Snively/Pflager motion which passed unanimously.

Respectfully Submitted,

S. Leiter Pryor
Director of Borough Utilities