

Washington Township Municipal Authority  
Business Meeting and Executive Session Minutes  
July 17, 2007

The Business Meeting was opened at 7:30 PM by Chairman Geesaman. Also present were F. Eisenhart, P. Benchoff, W. Tomlinson, S. McCleaf, S. McFarland, S. Eck, Solicitor S. Trinh and K. Shannon of CET Engineering.

**Business from the Floor**

Mr. and Mrs. Troy Sites of 12948 Buchanan Trail East and Mr. Kevin Markowski of 12934 Buchanan Trail East approached the Board requesting a solution to connect their homes to the sewer main along Route 16. Chairman Geesaman stated the Washington Township Municipal Authority has completed and paid for a sewer design evaluation of public sewer service for their property, as requested by the Washington Township Supervisors. The evaluation concluded that gravity sewer service was available at an estimated construction cost of \$40,000.00 and a pressure connection requiring grinder pumps at an estimated construction cost of \$20,000.00.

A third option is to install a six inch lateral from the manhole across from Beartown Road at the residents cost, and negotiate an agreement for an easement with Capitol Camps. Chairman Geesaman stated the WTMA will supply the Highway Occupancy permit. The Sites and Mr. Markowsky asked the WTMA to help absorb part of the cost to install the six inch lateral. Chairman Geesaman stated it is not our regulation or our policy to split the cost to install the line. F. Eisenhart also stated no part of the cost should apply to WTMA, this is a Washington Township Supervisor requirement, and it is inappropriate on behalf of our existing customers. P. Benchoff stated you may set precedence in the future which could cause problems.

Mr. Sites asked how long this would take to resolve the problem. He stated he has two businesses on his property and has a smell of feces. He asked if the Sewage Enforcement Officer would address the problem. Chairman Geesaman stated the Township Supervisors hire the Sewage Enforcement Officer and he should contact them to resolve the problem.

Chairman Geesaman discussed a letter WTMA received from the Township Supervisors. He stated the WTMA will not be responsible for installation of the lateral. This request was made by the Washington Township Supervisors.

Mr. Sturm Chairman of the Washington Township Supervisors, who was in the audience, confirmed the residents have a choice to install a six inch lateral to the manhole, cross Capital Camps with an Easement, WTMA supply the Highway Occupancy Permit, and the residents will incur all cost for construction, installation and distribution fees.

Mr. Sturm stated another option to explore is to upgrade the septic system and require an inspection by the Sewage Enforcement Officer. If the Sewage Enforcement Officer states a

septic system upgrade can not be done the Washington Township Supervisors would have no choice but to declare the property as uninhabitable.

Mr. J. Gehr approached the Board stating there was a valve along the edge of Gehr Road that needs to be repaired. He stated that the pipe sticks out of the ground, and it's an accident waiting to happen.

P. Benchhoff stated that WTMA needs to contact the Township and put blacktop around the pipe, mount it up so that it does not get broke off until the road is graded.

Mr. Gehr also showed concern with the Township's water capacity. He asked why are we drilling wells. Do we have enough water for our community? Mr. Gehr stated we should keep the water in our community and not share water with Quincy Township. Chairman Geesaman stated that Quincy Township asked us to supply water to the contaminated homes not to the developers. We have not agreed to supply water to Quincy Township at this time. We asked Quincy Township to do a study with our Engineers to decide how much water they need. Chairman Geesaman stated that Quincy Township would have no detrimental impact on Washington Township customers.

### **Agenda**

The Agenda was approved as presented on a P. Benchhoff, S. McCleaf motion.

### **Minutes of July 10, 2007**

The Minutes of July 10, 2007 were accepted as presented on a P. Benchhoff, S. McCleaf motion.

### **Water Report**

The Water Company Report for June 2007 was accepted as presented on a P. Benchhoff, F. Eisenhart motion. The Board asked to add total connections and available capacity for the year in the next report that is presented to the Board.

### **Sewer Report**

The Sewer Company Report for June 2007 was accepted as presented on a P. Benchhoff, F. Eisenhart motion. The Board asked to add total connections and available capacity for the year in the next report that is presented to the Board.

### **Engineers Report**

K. Shannon of CET Engineering Services presented the Engineers Report for June 2007. A copy of the report is attached to and hereby made a part of these minutes. The Engineers Report was approved as presented on a F. Eisenhart, S. McCleaf motion.

The Report summarizes the following items:

### **Water**

- Water CAD Training and Support
- Hess Well and Brookdale Booster Pumping Station VFD and Controls
- Standard Specifications for Water System Construction
- Development of New Well

### **Sewer**

- WWTP Biosolids Management
- Special Act 537 Planning Study to Determine Nutrient Removal Capabilities
- Pennsylvania Avenue/Pennersville Road/ Warren Avenue Sewer Project
- Standard Specifications for Sewer Main Construction
- Wastewater Laboratory Consulting Services
- Fats, Oil and Grease (FOG) Regulations
- K & M Dri-Lay Masonry Grinder Pump
- WWTP Operations Advice
- Developer Submittals

K. Shannon requested to have the Solicitor create a construction easement for the FOG Regulations. S. Trinh suggested to add if an existing building is restored they must add a grease trap.

F. Eisenhart requested that the Wastewater Treatment Plant needs to do baseline testing before they try to resolve the foaming issue.

### **Accounting Report**

The Accounting Report was accepted as presented on a F. Eisenhart, P. Benchhoff motion.

S. McCleaf commented to watch the maturity date for Federal National Mortgage Association thru the M&T Trust Company that expires on August 15, 2007.

F. Eisenhart commented he would like to see the Cash Flow Report at next months meeting.

### **Payment of Bills**

The Manager discussed payment to the Board of Directors when they attend meetings.

The Payment of Bills was accepted as presented on a S. McCleaf, P. Benchhoff motion.

## **Manager of Special Projects Report**

The Manager of Special Projects Report was accepted as presented on a F. Eisenhart, S. McCleaf motion.

P. Benchhoff requested to have the Water Specifications completed as soon as possible. Developers claim they get different information pertaining to the Specifications that were set in May 1998 and the WTMA employees.

## **Subdivisions**

**Spring Run Phase II-** Letter to L. Royer that final approval was granted to this subdivision.

**Dunlap-** Letter to G. Zeigler at Washington Township that the WTMA received the requested bond.

**Woodcrest D4-** Letter to G. Zeigler at Washington Township that the WTMA is waiting on As-built drawings.

**Susquehanna Bank at Rouzerville Commons-** Letter of credit expires August 3, 2007.

**Avalon-** Letter of credit expires July 21, 2007. S. McCleaf commented on the amount of bond being \$306,900.00.

**Thompson/Koons-** Letter of credit expires July 17, 2007.

## **Miscellaneous**

S. Trinh discussed a letter that was faxed to R. Martin pertaining to the Washington Township Boulevard LLC Agreement. She noted in the letter that he cannot connect to the main until the entire line is installed to Route 997. His subdivision Farm Spring Estates was given final approval at the July 3, 2007 meeting. S. Trinh also commented she sent a letter to the Boulevard Groups Solicitor asking the timeframe for completion of the line.

F. Eisenhart requested that the Manager send a letter to L. Royer with the start date of the agreement he signed with the Washington Township Boulevard LLC pertaining to Spring Run Phase I.

F. Eisenhart also requested to go the next step on the administration building. S. Trinh stated she has been researching the specifications of design and build and found that this is for building construction only. This is not a turnkey; plumbing, heating, ventilation and electric must be done as a separate bid. On a S. McCleaf, F. Eisenhart motion the Board authorized L. Royer to develop plans at the present location with the long layout of the building facing Route 16. The Board discussed the future of the present building

P. Benchhoff discussed removing dead shrubs at the Harbaugh Pump station. The dead shrubs block the view of the road.

P. Benchhoff requested a date to visit all the facilities. The Board set a date of August 14, 2007 at 6:00 PM. The Board will meet at the Township Meeting Room. The regular meeting will be held at 7:30 PM.

F. Eisenhart will be absent for the August 7, 2007 meeting.

F. Eisenhart requested to have someone investigate a hole along Old Forge Road.

F. Eisenhart also requested to have a fire hydrant looked at on Woodside Drive. It has been out of service for too long.

F. Eisenhart asked the Manager to review the Resolution for monitoring usage of water for commercial properties. Need to ensure proper procedures are in place to implement the resolution.

Chairman Geesaman discussed hiring an internal Inspector. The Board needs to determine if it is feasible to hire an inspector at the time we set our new Water and Sewer Specifications.

The Manager discussed the purchase of a utility truck.

The Manager reported to the Board that the developer for B2M2 is requesting an answer to his request on reimbursement of tapping fees for this subdivision. Chairman Geesaman stated we need more information before we can resolve the issue.

### **Adjourn to Executive Session**

The Board adjourned to Executive Session at 11:00 PM on a F. Eisenhart, S. McCleaf motion to discuss personnel issues.

### **Reconvene Regular Meeting**

The Board reconvened to regular meeting at 11:25 PM.

On a F. Eisenhart, S. McCleaf motion the Board changed Eugene Barnhart's title to Manager of Special Projects due to a broader range of projects being assigned to Mr. Barnhart.

The Board expressed appreciation to Mrs. Eck and those who assisted her with the WTMA picnic. The picnic was very successful.

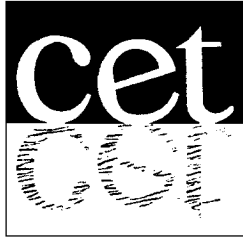
### **Adjourn**

The meeting adjourned at 11:30 PM.

These minutes were prepared by S. Eck, Administrative Assistant. Respectfully submitted this 17th day of July, 2007.

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P. Benchoff  
Secretary/Treasurer



**CET Engineering  
Services**

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## **MEMORANDUM**

**TO:** Washington Township Municipal Authority

**FROM:** Kevin Shannon

**DATE:** July 17, 2007

**RE:** Authority Meeting Engineers' Report

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The following are summaries of CET's activities during June/July 2007:

### **WATER SYSTEM**

#### WaterCAD Training and Support (1798.0900)

- ◆ Met with Andy on 7/17/07.

#### Hess Well and Brookdale Booster Pumping Station VFD and Controls (1798.1100)

- ◆ Draft plan and specifications were sent to WTMA for review.
- ◆ Reviewed with Gene and Sean on 7/10/07, and made revisions for emergency project.

#### Standard Specifications for Water System Construction (1798.1300)

- ◆ No activity this month.

#### Development of New Well (1798.1800)

- ◆ No activity this month.

### **SEWER SYSTEM**

#### WWTP Biosolids Management (1798.0200)

- ◆ No activity this month.

#### Special Act 537 Planning Study to Determine WWTP Nutrient Removal Capabilities and Evaluate Alternatives to Comply with Pennsylvania's Chesapeake Bay Tributary Strategy (1798.0300)

- ◆ Attempted to schedule a WWTP visit with Aqua Aerobics to kick-off study. Due to vacations, we are looking at conducting the meeting in August.

#### Pennsylvania Avenue/Pennersville Road/Warren Avenue Sewer Project (1798.0700)

- ◆ Reviewed plans with Gene and Sean on 7/10/07.
- ◆ Met with Township on 7/17/07.
- ◆ Currently preparing the HOP application for the bore under Fort Richie Access Road and finalizing plans and details for construction by Township.

#### Standard Specifications for Sewer Main Construction (1798.1300)

- ◆ No activity this month.

#### Wastewater Laboratory Consulting Services (1798.1400)

- ◆ Received a copy of DEP's 6/18/07 lab inspection letter.

#### Fats, Oils and Grease (FOG) Regulations (1798.1600)

- ◆ Reviewed Gene's draft FOG ordinance and met with Gene and Sean on 7/10/07.

#### K&M Dri-Lay Masonry Grinder Pump (1798.1900)

- ◆ Reviewed information from Borough's engineer and provided comments in 6/25/07 email to Andy.

#### WWTP Operations Advice (1798.2000)

- ◆ Discussed SBR foaming problem with Wick and visited site with Gene on 7/10/07 to review chlorine feed alternatives.

### **DEVELOPER SUBMITTALS**

- ◆ Woodcrest D3 (1798.5001) – Awaiting response to comments in 5/24/07 letter.
- ◆ Woodcrest F3 (1798.5002) – Awaiting response to comments in 3/21/07 letter.
- ◆ Farmspring Estates (1798.5003) – Discussions with A. Zeigler and developer's engineer regarding proposed site grading changes and comments in our 5/7/07 letter. **Reviewed revised plans with Andy, who recommended WTMA approval.**
- ◆ Glen Oaks (1798.5004) – Reviewed plan revisions and provided comments in 6/28/07 letter. **Reviewed subsequent plan revisions and discussed with Andy, who recommended WTMA approval.**
- ◆ Washington Township Boulevard (1798.5005) – Reviewed approved plans with respect to recent land development plan revisions between Gehr Road and Route 997. Provided comments in 7/3/07 email to L. Royer.
- ◆ Johnny Knepper Estates (1798.5006) – Reviewed plan revisions and provided comments in 6-29-07 letter.

- ◆ Glen Afton Estates (1798.5009) – Reviewed plan revisions and pumping station and low pressure designs, provided comments in 7/6/07 email. Reviewed subsequent plan revisions and provided comments to Andy in 7/13/07 email.
- ◆ Thornhill (1798.5011) – Awaiting response to comments in 5/9/07 and 5/16/07 letters.
- ◆ B2M2 (1798.5012) – Reviewed pumping station design calculations.
- ◆ Martin’s Ridge Phase II (1798.5013) – Reviewed plan revisions and provided comments in 7/3/07 email to Andy.
- ◆ Sheffield Manor/London Bridge Section (1798.5014) - Reviewed construction cost estimate and provided comments in 7/6/07 email to Andy.
- ◆ Martin’s Hill (1798.5016) - Awaiting response to comments in 5/4/07 letter.

### Miscellaneous

- ◆ Met with Mike Christopher and Carroll Sturm on 6/27/07 to discuss plan review schedules and procedures.
- ◆ Met with L. Pryor and S. Crum at Waynesboro to discuss Sewage Transportation Agreement and Water Purchase Agreement.
- ◆ Discussed the proposed Scott Road sewer project with Sean and Gene on 7/10/07. This project will likely require Act 537 Planning approval prior to updating Act 57 tapping fees to include the project costs. Consider scheduling a meeting with DEP and WTMA staff to discuss the desired approach to attain planning approval for upcoming projects.