

Joint Meeting Minutes
Washington Township Municipal Authority
Washington Township Supervisors
January 29, 2008

The meeting was opened at 7:00 PM by Chairman Sturm with the Pledge of Allegiance. Also present were Jeff Geesaman, Fred Eisenhart, Paul Benchoff, Stewart McCleaf, Lori Frantz, Sean McFarland, Shelva Eck, Christopher Firme, Steven Kulla, John Gorman, Elaine Gladhill, Mike Christopher and Karen Hargrave.

Public Comment

There was no public comment.

Joint Approval of the Agenda

Both Boards discussed the layout of the agenda and agreed to alternate the agendas presented. Chairman Geesaman requested adding 2 items that were not shown on the joint agenda. The items missing were future communications between WTS and WTMA which was added as item 6 and fire hydrant maintenance which was changed to fire hydrant testing plan and maintenance.

Technical Briefing on WTMA Water and Sewer System Operation for Supervisors

A. Overall water system operation using water system diagram.

Chairman Geesaman reported that the WTMA technical staff would not be giving a report because the agenda was not presented to WTMA in a timely manner and they had no time to prepare. The WTMA Board of Directors indicated future technical meetings could be arranged as a part of better communication between the two boards.

Chairman Geesaman discussed the operation of the water system and stated that detailed diagrams of the water system will never be presented at a public meeting. Chairman Sturm asked why water diagrams can not be presented in a public meeting. Chairman Geesaman stated well locations can not be displayed due to Homeland Security issues. The Supervisors inquired about a generalized report without specific locations, and WTMA indicated that could be provided.

Elaine Gladhill asked questions concerning the Washington Township Boulevard. Chairman Geesaman discussed the agreement WTMA has with the Washington Township Boulevard Group LLC.

Steven Kulla asked questions pertaining to the water reports provided. He questioned the October 2007 water loss from leaks. Chairman Geesaman attempted to explain the methodology for estimating losses from leaks. He also explained that leak detections

are done in the spring and in the fall. Leaks beneath the surface are hard to detect and parts of the system are very old that WTMA inherited several years ago.

B. Brookdale filtration plant operation and problems resolution status.

C. Hess Well operational status.

Sean McFarland reported on the issue with Brookdale / Hess Well. Hess Well is operational and on line. Hess has been producing water since October, and the WTMA is conducting their surface water infiltration protocols (SWIP) testing for a period of six months. At this point there are issues that prevent both wells from being run together. CET Engineering Inc. and Envirep are working together to do an assessment and will make recommendations. Chairman Geesaman stated we do not need both wells operating together at this time. WTMA anticipates that the need for both wells to run at the same time will occur in the future, and any problems should be resolved by then.

Chairman Sturm questioned installing new wells for future use. Chairman Geesaman reported new wells are always planned ahead for the future.

D. Hoover Springs long term operation.

Chairman Sturm questioned the shut down of Hoover Springs. Chairman Geesaman stated that due to the level of commercial development surrounding the site, this is the most vulnerable spring that is still in use. It may be used as an emergency-only water source in the future, or perhaps even shut down. Although the WTMA has planned for that contingency, the plan is to continue to use it, unless the situation changes.

E. Pine Hill water tank operation and problems resolution status.

Chairman Geesaman asked what problems? The only problem was that lightning hit the transducers. Chairman Sturm pointed to prior reports of chlorination and water recycling problems. Chairman Geesaman explained the tank was temporarily for storage purposes/fire service only when first put into the system. The tank was not operational for system use until the line was tied into the Brookdale well. It has been used for over a year with no problems. The chlorination problem is on the 12 inch line running out along the boulevard because there is not enough housing. The line is periodically flushed to solve that problem.

F. Overall sewer system operation using sewer system diagram on screen.

Chairman Geesaman reported the agenda was not presented to WTMA in a timely manner and had no time to prepare. The Supervisors requested future technical meetings as part of better communication between the two boards. WTMA indicated that could be arranged.

G. Sewer system capacity implications with respect to potential DEP nutrient reduction requirements.

Chairman Geesaman discussed the Special Act 537 plan and DEP nutrient reduction as part of the Chesapeake Bay Strategy. WTMA is labeled as phase three with DEP. Chairman Geesaman discussed expanding the wastewater treatment plant or building a new plant in the future for DEP's requirements.

Chairman Geesaman discussed the wastewater system evaluation spreadsheet and the Transportation Agreement WTMA has with the Borough of Waynesboro.

Administration Building

Chairman Geesaman described the condition of the existing building being in poor condition. He explained that with the growth of Washington Township, the company has outgrown the size of the existing building. The WTMA has the money budgeted and needs a new building now. The existing building will be demolished. The WTMA wants to move forward.

At this time the WTMA can not wait to build with the Washington Township Supervisors. The Board is not opposed to developing a site together with the Washington Township Supervisors, but the Township has no plans at this time. The WTMA is supported by user fees, not taxes. He explained that what's best for the taxpayers may not be best for WTMA's customers. The Board is not in favor of being in the same building, based on the one set of possible plans presented to them, but may consider being in the same complex in the future when land is found.

Christopher Firme questioned the location of the parking lot being close to Hoover Springs. Chairman Geesaman responded that the parking lot will be curbed.

John Gorman responded with questions on Zone 1 of Hoover Springs. Chairman Geesaman responded by saying the First National Bank, AC&T with their gas station, are within Zone 1, Food Lion and Patriot Credit Union affect the storm drains which are part of Hoover Springs.

Chairman Sturm questioned what is involved with design and build? Chairman Geesaman responded that several townships, municipalities and the federal government are doing design and build. We would give specifications on size, needs and finishes and bids are submitted by contractors through a design/build firm

Christopher Firm responded with "if DEP would require immediate action on upgrading the wastewater treatment plant at the same time you needed to start the administration building would you be able to construct both buildings at the same time?" Chairman Geesaman responded yes we would have no choice, both would construct at the same time because both are a necessity.

Well Head Protection Plan

Chairman Geesaman reported that a copy of the Well Head Protection Plan was never acted on by the Township Supervisors until the WTMA submitted plans for the new administration

building. There are several existing businesses within the Zone 1 area. Chairman Sturm responded by saying he had seen several errors on well information within the proposed ordinance. Mike Christopher stated the ordinance needs to be in the correct format for Washington Township and resubmitted to the Township Supervisors.

Governing Body Discussion

Chairman Geesaman had no comment. He stated caution to the Township Supervisors, stating “be prepared if the Washington Township Supervisors decide to take over the WTMA. This business is a large responsibility.” Steven Kulla stated “...you are speaking to Mr. Sturm at this time and not the Washington Township Supervisor Board, correct?” Chairman Geesaman responded “Yes”.

Future Communication between WTMA and WTS

Chairman Sturm stated “Let’s start the conversation as you are not political. Is that fair?”

Chairman Geesaman responded that the WTMA “try our best not to be political, but by putting two Township Supervisors on our Board for the past ten years has handicapped us. This is not a derogatory statement towards any of the individuals on our board. Having Township Supervisors on our board has drugged us into fights we did not want to be in.”

“For the record we do not approve or disapprove subdivisions. When the Township Supervisors approve a subdivision our purpose is to get water and sewer to that area. We did not receive the best communications feedback from Washington Township Supervisors on zoning. In fact we had to tap into our 10 – 20 year planned resources for the future. I stated in the past there is a source of water in the ground in the township, we know where it is, we just have to go and get it.”

Chairman Sturm discussed his water availability and production capability analysis and sewer availability and processing capability report analysis spreadsheets. Chairman Geesaman asked if the errors previously discussed in the local newspaper were corrected. Chairman Sturm stated he corrected the errors to the best of his ability. Chairman Geesaman responded that “communication needs to come back to us to make sure your numbers are accurate.”

Christopher Firme stated this is why the Supervisors felt it is necessary to have two supervisors on the WTMA board to make sure the reports are received. Stewart McCleaf responded that all the reports were given to the Township Supervisors. Christopher Firme responded that there was a lack of communication between the two boards and we need to both see the same picture. Chairman Geesaman stated “it is very important to understand the reports you receive. If you don’t understand the reports let us know so we can communicate better. We live under DEP regulations and we have several reports. Tell us what you want and we will make sure you get them. We don’t have time to create different spreadsheets so you understand what you receive.”

Elaine Gladhill requested to only receive quarterly water reports which are more accurate.

Chairman Geesaman reported that WTMA now has its own website and the water reports will be available in the near future on the website. Chairman Geesaman offered his assistance to any supervisor at a convenient time and offered the supervisors to attend any of our public meetings.

Stewart McCleaf discussed the packets given to the Supervisors during their workshop meetings and the time line process for subdivisions.

Planning Commission Zoning Reports

P. Benchhoff briefly discussed the planning commission. Elaine Gladhill offered copies of the planning commission discussions. Stewart McCleaf did not realize he should have carried information back from the planning commission to the WTMA Board assuming the communication was done from manager to manager.

Fred Eisenhart discussed an outline of reports WTMA sends to the Township Supervisors on a regular basis after our board approval. First is our approved minutes, we will be posting them on our website, and in the future hopefully we can stop sending those to you. Next is the monthly water report. There is a summary sheet and a detail report. In recent months you received both parts. Let us know if you want the detailed part or just the summary report. The sewer report is in two parts as well. Let us know if you want the detail part, you will automatically receive the summary report which is very important. The special projects manager report is provided to you after the meeting. This will not show on the website. The Engineers monthly report will provide our engineers input which will be on the website as well. And from time to time miscellaneous reports were given that you requested. The website address is www.wtma.us which will provide information on an as needed basis and to the public. The book provided to you this evening is the complete water and sewer reports for 2007.

Chairman Sturm stated we will view this information at our workshop and we will let you know what we want provided.

Fire Hydrant Testing Plan and Maintenance

Chairman Sturm discussed the fire hydrant plan which is not yet in place and stated he could not find a drought watch contingency plan. Stewart McCleaf stated we do have one in affect. Sean McFarland handed a copy of the plan to Mike Christopher that was approved by the WTMA and given to the Township Supervisors in 2002, as well as a proposed Township Ordinance that was not acted on

Chairman Geesaman explained the restrictions of a drought watch and drought warnings in Pennsylvania. WTMA was in compliance and regulated by DEP to restrict water usages in past drought warnings and letters were mailed to high usage customers and advertised in the local newspaper.

Chairman Geesaman stressed that the fire hydrants do not belong to the WTMA they belong to the supervisors, and the supervisors had no records of their own. We in fact have records of fire hydrants at our office. If you would like a copy come to the administrative office and get copies. We maintain the flows, testing should only be done with our knowledge. We have recently done

testing on one hydrant only due to minor maintenance testing issues. The Blue Ridge Summit Fire Department along with the WTMA will work together to check flows on hydrants.

Chairman Sturm discussed a joint maintenance plan on fire hydrants. Chairman Geesaman is okay with a maintenance contract/plan but wants to discuss a fee to the Township Supervisors for WTMA's time and water used. Chairman Sturm stated the Township Supervisors will begin working on a joint maintenance plan.

Status of New Well

Sean McFarland discussed the status of the new Hess Well II. WTMA currently has a plan in place with the land owner. ARM Group has done extensive surveys. Drill testing will begin sometime in February. The Hess Well will be capped and ready to go when it is needed.

Fats, Oil and Grease Ordinance

Sean McFarland stated this is a resolution not an ordinance. The resolution will be presented at the next WTMA business meeting for the Boards review. The reason for the resolution is there have been several grease blockages and foam issues which have created serious problems at the wastewater treatment plant in the past. Chairman Geesaman stated the fats, oil and grease at the treatment plant needs to be kept under control.

Chairman Sturm has concern for local businesses and suggested mailing copies of the resolution. Chairman Geesaman stated that is not our plan at this time. Elaine Gladhill suggested having a public hearing or a posting of the resolution.

Glance Report of Future Water Needs

Chairman Geesaman stated this information is for the two new supervisors on board. This report is accurate and was done in March of 2005 and makes projections to 2015. WTMA is very serious about what we do and we have concern for Washington Township's future. WTMA will be ready to accommodate future water and sewer service and we are proactive on future plans.

WTMA Emergency Plan

Chairman Sturm asked if the WTMA has an emergency plan in place. Sean McFarland indicated he had just given a copy to the Township Supervisors. The water emergency plan was updated in January 2008. The sewer emergency plan will be updated in the near future.

Washington Township Future Report Presentation

Chairman Geesaman discussed having one board member or the manager available to attend the Township Supervisors meetings periodically for questions. Elaine Gladhill indicated that perhaps Supervisors or WTS representatives could periodically attend WTMA meetings.

WTMA One Year Review without a Supervisor on the WTMA Board

Both Boards discussed meeting once or twice a year to make sure communications are kept open, and made conversation of starting up breakfast meetings.

Lori Frantz commented that we need to move forward and leave the past behind.

Adjourn

Both Boards adjourned at 10:25 PM on a Fred Eisenhart, Stewart McCleaf motion.

These minutes were prepared by S. Eck, WTMA Administrative Assistant. Respectfully submitted this 5th day of February, 2008.

Paul Benchoff
Secretary/ Treasurer