

Washington Township Municipal Authority
Business Meeting and Executive Session Minutes
April 7, 2009

Chairman F. Eisenhart opened the meeting at 7:30 PM. Others present were S. McCleaf, L. Frantz, E. Gladhill, J. Blair, S. McFarland and S. Eck.

Business from the Floor

There was no business from the floor.

Agenda

The agenda was approved as presented on a S. McCleaf, L. Frantz motion.

Minutes of March 17, 2009

The minutes of March 17, 2009 were accepted as presented on a S. McCleaf, E. Gladhill motion

WTMA Projects Update

The Manager discussed the following items from the Projects Update List:

Biosolids Permitting/ Jack Martin Farm- The land application permit has been filed to expand the current beneficial use of biosolids and the signs have been properly posted. S. Weaver of Material Matters will revise the maps and update the report that Material Matters has prepared.

The Manager of Special Projects is compiling and reviewing the bid specifications to contract a sludge hauler.

Bubbling Springs Generator- The first set of submittals received from GW Electric have been approved pending clarification of the alternator. The notice to proceed requires substantial completion by July 19, 2009 with final completion by August 3, 2009.

Brookdale/ Hess Well Controls- Monocacy installed wiring and the VFD control at the Brookdale Well site. The application for the FCC license has been submitted and approved. Substantial completion is still set for April 30, 2009.

Water Specifications- The drawings for the water specifications have been completed by R. Lee Royer's office. The Manager of Special Projects will be reviewing them with final comments. The water specifications should be ready for Board review by the third meeting in April, 2009.

The Manager briefly discussed the sewer specifications that were approved nearly one year ago. Some revisions will be made to the sewer specifications.

Hess II Well- All of the E&S Control materials have been removed from the new well site. B. Seton and R. Balmer of ARM Group are working on the final report and will

present their report at the WTMA Board meeting May 5, 2009 and begin the permitting process with DEP.

Valley Avenue- Plans and details for the Valley Avenue water line replacement have been completed by R. Lee Royer's office. The Township was given the plans for their review and need to provide estimates of time and cost to complete the project and their availability to do the project.

S. McCleaf asked the Manager to communicate with M. Christopher during the review of plans. If materials exceed \$10,000.00 a request for bids may be required.

Old Forge Road- CET Engineering provided drawings to the WTMA. A set of plans were provided to an estimator at a local contractor to obtain a budget number. The project will be put out for bid when the necessary documents have been completed.

Administration Building- The rough framing, a bulk of the rough plumbing and electric have been completed. Once inspection is completed, drywall will be hung.

The Board suggested the Manager add a completion date behind each subject and only address updates since his last report was given.

Administration Building Change Orders

The Manager presented two change orders for the new administration building:

Proposed Change Order 0842-10-1- Deduct \$225.00 to delete carpet inside the front door of the Engineering office and replace with VCT at a cost of \$343.00. The net change was an additional \$118.00.

Proposed Change Order 0842-08- Deduct \$3,173.00 for an access system. Deduct \$540.00 for hand dryers from the restrooms. Add 26 data lines at a cost of \$4,730.00. The net change was an additional \$1,017.00.

Furniture Purchase Request

The Manager presented documents at state contract pricing to purchase furniture needs for the new Administration Building at state contract pricing. After further discussion the Board requested some additional information and will discuss this matter at the next board meeting.

Growing Greener County Grant

The Manager reported that the state grant from the Department of Environmental Protection has become available for Buena Vista Springs in the amount of \$150,000.00.

The Board accepted the Growing Greener Grant and entered into an agreement with the state for reimbursement on an E. Gladhill. J. Blair motion.

2009 Capital Budget

The Manager presented a rough draft of the 2009 Capital Budget for the Boards review. There was discussion and some requested changes. The Manager will resubmit the budget at the next board meeting.

Requisitions

The following requisitions were approved as presented on a S. McCleaf, E. Gladhill motion

(Sewer) Requisition No. 440- Payment of \$100,777.71 to GRC General Contractors for payment of the new administration building.

An Accounts Payable Voucher Request was attached to this requisition along with a check in the amount of \$95,533.89.

(Sewer) Requisition No. 441- Payment of \$2,024.00 to CET Engineering Services for the sewer system capacity analysis.

(Sewer) Requisition No. 442- Payment of \$3,631.00 to CET Engineering Services for nutrient removal capabilities.

(Water) Requisition No. 565- Payment of \$1,359.27 to CET Engineering Services for Hess/ Brookdale Well controls.

(Water) Requisition No. 566- Payment of \$21.00 to CET Engineering Services for the Bubbling Spring generator.

(Water) Requisition No. 567- Payment of \$4,194.07 to Arm Group Inc. for Hess Well II.

(Water) Requisition No. 568- Payment of \$1,460.44 to AC&T for fuel at Hess Well II.

(Water) Requisition No. 569- Payment of \$3,085.50 to R. Lee Royer and Associates for Hess Well II.

(Water) Requisition No. 570- Payment of \$1,518.00 to R. Lee Royer and Associates for Valley Avenue.

(Water) Requisition No. 571- Payment of \$103.00 to the Washington Township Supervisors for Hess Well II.

Blue Ridge Summit Pumping Station

The Board discussed the proposal made by R. Lee Royer and M. Lindquist at the previous Board meeting to fund an upgrade to the existing Blue Ridge Pumping Station. L. Royer presented an option of breaking down the entire cost of the upgrade and spreading it among all of the known or proposed subdivisions in the area serviced by the pump station, creating a 'special purpose' fee that would be in addition to the normal tapping fee.

The Board made a decision to stay with their original proposal and split the cost of the upgrade 50% with M. Lindquist for her future subdivision. The Board directed the Manager to contact L. Royer with the Board's decision.

Subdivisions

AT&T Mobility- Mailed a letter to M. Watson of the Washington Township Supervisors with no comments on this subdivision.

Martin- Mailed a letter to M. Bard of All Land Services stating the WTMA Board of Directors granted final approval to this subdivision.

Petre- Mailed a letter to M. Watson of the Washington Township Supervisors with no comments on this subdivision.

Dixon- Mailed the construction bond back to Susquehanna Bank. The WTMA received a maintenance bond for this subdivision.

ARC Build- Mailed a letter to S. Zaru with tapping fee information for this subdivision.

Sheffield Manor PRD- Mailed a letter to Susquehanna Bank stating the construction bond expires May 4, 2009 and must be renewed.

Miscellaneous

Waynesboro Borough Minutes for February 17, 2009- The Manager briefly reviewed the Waynesboro Borough minutes.

WTMA/Waynesboro Borough Workshop- The Manager reported the ad was placed in the Record Herald and on the WTMA website. The board asked if an agenda has been set. The Manager replied not at this time.

Act 537 Plan- The Manager, Chairman F. Eisenhart and K. Shannon of CET Engineering will present the Act 537 Plan to the Township during their workshop that is scheduled for April 15, 2009.

Reflective Signs- L. Frantz questioned why the reflective signs were purchased. The Manager replied the posted signs are for the J. Martin Farm.

Wastewater Treatment Plant- L. Frantz asked the status of the ammonia problem at the wastewater treatment plant. The Manager replied a monitor is not available to borrow at this time to evaluate the high ammonia levels. The Authority is looking into purchasing a composite sampler for this purpose.

April 14, 2009 Board Meeting- E. Gladhill will not attend the April 14, 2009 Board Meeting.

Act 537 Plan- E. Gladhill reported the Township Supervisors have decided to wait on a decision to have their engineer review the Special Act 537 Plan until the WTMA present the plan at their Workshop, scheduled for April 15, 2009.

Fats, Oil and Grease Inspections- Chairman F. Eisenhart asked if the grease trap inspections have started for commercial businesses. The Manager replied they are currently inspecting businesses.

Pennsylvania Water Environment Association- Chairman F. Eisenhart asked to put this item on a future agenda for discussion.

Adjourn to Executive Session

A request was made to adjourn to Executive Session to discuss personnel matters on a S. McCleaf, E. Gladhill motion at 10:35 PM.

Reconvene to Regular Meeting

The Board reconvened at 10:49 PM.

Adjourn

The Board adjourned at 10:50 PM on a L. Frantz, J. Blair motion.

These minutes were prepared by S. Eck, Administrative Assistant respectively submitted on this 14th day of April, 2009.

L. Frantz, Secretary/ Treasurer