

Washington Township Municipal Authority  
Business Meeting Agenda  
November 10, 2009

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Washington Township Municipal Authority  
Business Meeting Minutes  
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The meeting was opened at 7:30 PM by Chairman F. Eisenhart. Others present were S. McCleaf, L. Frantz, E. Gladhill, J. Blair, S. McFarland, C. Angle of CET Engineering Inc. and S. Trinh, Solicitor.

**Business from the Floor**

There was no business from the floor.

**Agenda**

The agenda was approved as presented on a S. McCleaf, E. Gladhill motion (5-0).

**Minutes of November 3, 2009**

The minutes of November 3, 2009 were approved as presented on an E. Gladhill, L. Frantz motion (5-0).

**Joint Meeting with the Quincy Township Supervisors & DEP**

The Quincy Township Supervisors were not present. The Board indicated they would continue with the agenda and return to this item when the Supervisors arrived.

**Engineers Report**

C. Angle of CET Engineering Inc. presented the October, 2009 Engineers Report. The engineer's report was accepted as presented on a S. McCleaf, L. Frantz motion (5-0). A copy of the report is attached and hereby made a part of these minutes.

The following items were discussed:

**Water**

- Hess Well and Brookdale Booster Pumping Station
- Bubbling Springs Generator
- New Well Development
- Potential Water Service to Quincy Township

## **Sewer**

- Risk Management Plan
- Special Act 537 Planning Study
- Sewer System Capacity Analysis
- EPA Data Solicitation

### **Joint Meeting with the Quincy Township Supervisors & DEP**

The following individuals were present for the Joint Meeting. R. Gunder, Chairman of the Quincy Township Supervisors, W. Sanders and K. Bumbaugh, Quincy Township Supervisors, F. Leber, Counsel for the Quincy Township Supervisors, R. Horton, Rural Engineering & Community Assistance Inc. representing Quincy Township, J. Krueger, R. Bishop, and A. L' Dalla Piazza, all of the Pennsylvania Department of Environmental Protection (DEP), and D. Fehr and C. O'Neil of SAIC, Engineers for DEP. There were also interested members of the public and press in the audience.

J. Kreuger of DEP discussed the steps taken during the investigation of the contaminated area in Quincy Township. The investigation is complete and DEP will continue to monitor the area for TCE vapor intrusion and do yearly testing of the affected area. At this time, DEP's proposed remedial action would be to construct a water main to serve the contaminated area in Quincy Township and connect it to an existing public water system. DEP is looking at WTMA to serve this need.

The solution currently proposed by DEP is being reviewed by R. Horton, of Rural Engineering & Community Assistance Inc. through a grant provided to Quincy. Chairman F. Eisenhart asked when the final public comment period ends. J. Kreuger replied that it will end on December 15, 2009.

Chairman F. Eisenhart explained that a Memorandum of Discussion was originally presented at a Joint Meeting with the Quincy Township Supervisors on May 19, 2009. A response from Quincy has been received and was available to the participants of the conversation. The Chairman suggested going through the Memorandum and the responses.

The first item on the Memorandum of Discussion states that Quincy will be considered a commercial customer, subject to the same treatment as all other WTMA customers. Quincy Township asked if WTMA would negotiate a special user rate for Quincy, similar to the one with the Waynesboro Borough Authority. Chairman F. Eisenhart explained that WTMA pays the full retail rates charged by the Waynesboro Borough Authority for each customer in Zullinger. There never were any special user rate fees created by Waynesboro Borough Authority for WTMA. The WTMA Manager explained WTMA will not consider any special discount rates and Quincy Township will be charged as a regular commercial customer. The WTMA Chairman

indicated that if Quincy adopted the same billing rates as WTMA, the difference between what it was charged and what is billed should result in a twenty-five percent (25%) profit margin.

The next discussion item was tapping fees. The WTMA Manager explained that the breakdown of the tapping fee is \$2,136 for the distribution portion and \$1,940 for capacity. The Quincy Township Supervisors asked if they would be charged the distribution part of the tapping fee. J. Kreuger said that he understood the capacity portion; but he questioned the distribution, explaining that DEP was proposing to construct the lines and any other necessary components to connect Quincy. The WTMA Manager replied that those new lines were not calculated in the current distribution fee, and the Authority feels it is entitled to both the capacity and distribution portions for each EDU that Quincy would need.

R. Horton asked if WTMA has a reserved capacity for this particular area. The WTMA Manager explained that there is a mechanism in place to reserve capacity and pay the appropriate fees, but no one is doing so at this time. He also explained that unless someone like a developer would exercise this option, WTMA's system is 'first come, first serve.'

K. Bumbaugh asked if Quincy Township would exceed their paid EDU's in the future, would they be responsible for the additional tapping fees for the water used. Chairman F. Eisenhart replied Quincy Township's Engineer is responsible for calculating their water usage and they would pay the tapping fees based on that. If Quincy would exceed the EDUs they pay for, they would be charged for additional tapping fees.

Quincy questioned the requirement that all lines be installed to WTMA's specifications and be inspected by the WTMA at Quincy's expense. The WTMA Manager explained that the WTMA Authority had a vested interest in the construction of any lines connected to the water system, and it needs to be assured that any lines meet certain standards. He also said that WTMA's specifications were available on-line for Quincy's review and he would provide them a copy if they wished to adopt them. The Chairman stated that to the extent WTMA was comfortable with the materials and installation, then that item could be discussed further.

Quincy explained the Memorandum item concerning billing and fee collection covered by existing personnel and the current system they use to bill for sewer services. The requirement that Quincy have a water operator or contract for one would be required by DEP. That was confirmed by DEP. K. Bumbaugh questioned the item concerning maintenance of the lines, since it would be paying WTMA's full water rates.

DEP and Quincy questioned the requirement that any engineering and attorney fees for WTMA be paid by Quincy. The WTMA Manager explained that if a developer wants to connect to the WTMA system, they are required to do the same thing.

To summarize, Chairman F. Eisenhart stated WTMA continues to have an interest in providing services to Quincy Township to assist in eliminating their water contamination problem(s) at the residences which Quincy has identified. The WTMA Authority's concern is doing that while being fair to its customers. The WTMA Manager stated that he felt it was beneficial to have all the parties together for this meeting.

## **Adjourn**

On a S. McCleaf, E. Gladhill motion (5-0) the Board adjourned at 9:00 PM for a recess.

## **Reconvene to Regular Meeting**

The Board reconvened to regular meeting at 9:15 PM.

## **Requisitions**

The following requisitions were approved as presented on a S. McCleaf, E. Gladhill motion (5-0).

(Sewer) Requisition No. 55-S- Transfer \$244,560.94 from the Revenue Fund to the Authority's PLGIT Account for the sewer system.

(Water) Requisition No. 55-W- Transfer \$210,325.71 from the Revenue Fund to the Authority's PLGIT Account for the water system.

(Sewer) Requisition No. 471- Payment of \$2,988.40 to Software Systems Inc. for work completed to-date relating to the financial software conversion and training.

## **Miscellaneous**

**Waynesboro Borough Minutes-** The Manager indicated that the Minutes from the WBA's September 15<sup>th</sup> meeting had been included in the packet. Chairman F. Eisenhart asked about the status of the homes on Harper Drive. The Manager replied that, according to his most recent conversation with L. Pryor of the WBA, the WBA had asked their engineer to look at ways to increase flows and pressures, and to continue serving those homes rather than give them to WTMA.

**Sewer Connection in Blue Ridge Summit-** E. Gladhill asked about the status of J. Baker's sewer connection in Blue Ridge Summit. The Manager replied that Mr. Baker had completed the connection today; but he used 2B stone, which was in our previous specifications; but it is not allowed in the present specification. E. Gladhill asked whether WTMA wanted to revise that. The Manager explained that he would pass J. Baker's inspection; but he did not think it was a good idea to allow anything except 1B to be used elsewhere. The Board concurred.

**2010 Board Meeting Schedule-** Chairman F. Eisenhart reminded the Board to bring any scheduling conflict for next year's meeting calendar to the next meeting so any necessary adjustments could be made.

**Reappointment to the WTMA Board-** Chairman F. Eisenhart presented a draft of a letter endorsing E. Gladhill's reappointment to the WTMA Board of Directors for another term. The Board reviewed it and suggested some minor changes. A final version will be presented at the next meeting.

**Adjourn to Executive Session**

The Board adjourned to Executive Session to discuss legal matters at 9:30 PM on a S. McCleaf, L. Frantz motion (5-0).

**Reconvene to Regular Meeting**

The Board reconvened to regular meeting at 10:25 PM.

**Adjourn**

The Board adjourned at 10:26 PM on a L. Frantz, S. McCleaf motion (5-0).

These minutes were prepared by S. Eck, Administrative Assistant, and respectfully submitted this 17<sup>th</sup> day of November, 2009.

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L. Frantz, Secretary/Treasurer