

Washington Township Municipal Authority  
Business Meeting Agenda  
March 11, 2014

1. Business from the Floor
2. J. Blair's Recognition Award
3. Adjourn for a Five Minute Recess
4. Reconvene to Regular Meeting
5. Agenda
6. Minutes of February 18, 2014
7. Engineers Report
8. Review Bids for the Blue Ridge Pumping Station
9. WTMA Project Update Report
10. Wastewater Conveyance System Project Update
11. Capital Disbursement
12. Subdivisions
13. Miscellaneous
14. Adjourn to Workshop
15. Complaint Report
16. Adjourn to Executive Session to Discuss Legal and Personnel Matters
17. Reconvene to Regular Meeting
18. Adjourn

Washington Township Municipal Authority  
Business Meeting Minutes  
March 11, 2014

Chairman F. Eisenhart opened the meeting at 7:15 PM. Others present were S. McCleaf, E. Gladhill, D. McCarney, A. Geesaman, S. McFarland, S. Trinh, and T. Parthemore of GHD Engineering Inc. Mr. John E. N. Blair, and Mrs. E. Blair were present as members of the audience.

**Business from the Floor**

K. Cooper, of Sippel Development, was present and reported the construction phase of the Wastewater Conveyance System Project has been completed. Mr. Cooper thanked the Authority for their support, and commented on how much he enjoyed working with the Authority, and GHD Engineering Inc. He discussed how well the Authority worked with any issues that arose, including the discovery of the asbestos.

Chairman F. Eisenhart expressed how pleased the Authority was with Sippel Development's expertise and performance. Chairman F. Eisenhart also thanked Mr. Cooper for his hard work, and leadership, and completing the project in a timely manner. Chairman F. Eisenhart also discussed a visit previously made by P. O'Connor, expressing her gratitude that Sippel saved as many of her trees as they possibly could on her property during the project, and that she was pleased with the clean-up of all the construction on her property. The Board Members echoed the same positive comments that came from the Chairman. S. McFarland explained this was his largest major project, and also expressed how pleased he was with Sippel's expertise, and how Mr. Cooper alleviated some of his stress and how well he worked with the residents who were affected by the project.

**John E. N. Blair's Recognition Award**

Chairman F. Eisenhart presented John E. N. Blair, former Board Member, with a special recognition award for five years of service with the WTMA. Chairman F. Eisenhart discussed some accomplishments during Mr. Blair's five years of service.

**Adjourn**

The Board adjourned at 7:27 PM for a five minute recess to celebrate with Mr. Blair on an S. McCleaf, E. Gladhill motion (5-0).

## **Reconvene to Regular Meeting**

The Board reconvened to regular meeting at 7:36 PM.

## **Agenda**

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

## **Minutes of February 18, 2014**

The Minutes of February 18, 2014, were accepted as presented, on an S. McCleaf, E. Gladhill motion (4-0). F. Eisenhart abstained due to his absence on February 18, 2014.

## **Engineers Report**

T. Parthemore, of GHD Engineering Inc. presented the February 2014 Engineers Report. The Engineers Report was accepted as presented on an S. McCleaf, D. McCarney motion (5-0). The following items were discussed:

### **Water**

- No activity

### **Sewer**

- Blue Ridge Summit Pumping Station
- Wastewater Conveyance System Upgrades
- Old Forge Road Sewer Extension
- Biosolids General Permit Renewal

## **Review Bids for the Blue Ridge Summit Pumping Station**

The Chairman explained the bids for the Blue Ridge Summit Pumping Station were opened at the previous Board Meeting and ranged from \$507,856.35 to 1,240,016.25. The lowest bidder was RLS Construction Group. He explained that the Board had asked K. Shannon, of GHD, to gather some additional information about the lowest bidder's experience.

The Manager reported that K. Shannon had submitted a Bid Tabulation and Review Letter to the Authority, explaining GHD has no past experience with the RLS Construction Group. He also reported that GHD had not been able to contact several of the references that RLS had supplied. GHD requested that RLS supply additional information on the types of construction they had previously done. RLS supplied the additional information to GHD, which has been forwarded to the Authority for review.

S. Trinh, Solicitor, advised the Board to do their research very carefully, thoroughly, and have a sound reason if they decide to disqualify the lowest bidder. The Board determined they would like to meet with RLS and get some additional information. The Board tabled making a decision on the bids, asking GHD to contact RLS Construction Group and schedule a meeting with the Authority to discuss the project and their experience, on an S. McCleaf, E. Gladhill motion (5-0).

### **Adjourn**

The Board adjourned to Executive Session at 8:25 PM to discuss personnel issues on an S. McCleaf, E. Gladhill motion (5-0).

### **Reconvene to Regular Meeting**

The Board reconvened to regular meeting at 10:35 PM.

### **WTMA Project Updates**

**Old Forge Road-** There has been no activity for the month.

**Blue Ridge Summit Pumping Station-** The easement plats were mailed to the affected properties. The Bids were opened at the February 18, 2014 Board meeting. Ten bids were received, ranging in price from \$507,856.35 to \$1,240,016.25.

**Wastewater Conveyance System Project Update-** Sippel completed construction through the rest of Spring Run, across Gehr Road, and down part of Stottlemeyer Road. All restoration, seeding and paving will be completed sometime in the spring. Application for Payment #9 was approved by the Board on February 4, 2014 in the amount of \$277,233.00.

### **Susquehanna Payment Authorization**

The Board approved the following Susquehanna Payment Authorization as presented on an S. McCleaf, A. Geesaman motion (5-0).

(Wastewater) - Payment #10 to Sippel Development in the amount of \$241,056.95 for the Wastewater Conveyance System Project.

## **Subdivisions**

**Spring Run Phase IIC-** A letter was mailed to L. Royer explaining the Board of Directors granted Final Acceptance to the Spring Run Phase IIC subdivision at the February 18, 2014 Board meeting.

## **Miscellaneous**

**WTMA Completed Projects 2007-Present** - The Manager presented the updated WTMA Completed Projects list, from the beginning of his tenure in June 2007 to the present.

**Waynesboro Borough Authority January 28, 2014 Minutes** - The Manager presented the WBA January 28, 2014 Minutes.

**Full Wastewater Reports for December 2013 and January 2014** - The Manager presented the Full Wastewater Reports for December 2013, and January 2014.

**Landlord Receiving Utility Bills** - The Manager discussed a request by a Board member at a previous meeting to check into changing our billing policy, and send all the bills to the Landlord instead of the tenants. The Manager reported he spoke with S. Trinh, and advised against changing this policy. There are no issues with the way our billing system works, and our Policy reflects that the Landlords are ultimately responsible for all billings. The Board gave their consensus to the Manager's recommendation to leave the billing policy as it is.

**March 25, 2014 Board Meeting-** A. Geesaman announced he may be absent for the March 25, 2014 Board meeting. He has Parent Teacher Conferences scheduled for that evening, and may not be able to attend.

**Fluoride in the Authority's Water-** S. McCleaf asked the Manager why the Authority does not add fluoride in the Authority's water. The Manager explained it can be a dangerous chemical to handle, it would have to be added at all of our sites, and discussed how it was an ineffective way to provide fluoride due to the amount of water that is never actually consumed, citing showers, laundry, and car washing. The Manager reported that he does not recommend adding fluoride to the water.

**February, 2014 Board Meetings-** Chairman F. Eisenhart thanked Vice-Chairman S. McCleaf for taking order of the February 2014 Board meetings during his absence.

## **Adjourn to Workshop**

The Board adjourned to Workshop at 10:52 PM on an S. McCleaf, E. Gladhill motion (5-0).

## **Complaint Report**

There were no complaints for the month of February, 2014.


**Reconvene to Regular Meeting.**

The Board reconvened to regular meeting at 10:53 PM.

**Adjourn**

The Board adjourned at 10:54 PM on an E. Gladhill, S. McCleaf motion (5-0).

S. Eck, Administrative Assistant, respectfully prepared these Minutes, and submitted on this 25<sup>th</sup> day of March 2014.

  
\_\_\_\_\_  
E. Gladhill, Secretary/Treasurer