

Shippensburg Borough Authority Minutes

May 9, 2017

6:00 pm

Present:

Michael Pimental (MP) Steve Brenize (SB) Kerri Burrow (KB)
Evaggelos Tsambiras (ET) Dennis Hammaker (DH) John Epley (JE) Peggy Miller (PM)
Forest Myers (FM) Brian Kauffman-Rettew (BK)

Absent:

Troy Pomeroy (TP)

1. Public Comment Scott Bert (SBE) I want to reintroduce a project, it will only take a few minutes.

(MP) Sure go ahead

(SB) I believe you guys are all new from the time this project started, died and now is back to life. This is the villages of Orchard Hills.

(SB) is it in between the Mohn Farm and Feather Drive?

(FM) yes

(ET) it is Red Hawk

(SBE) yes that development correct, out by your Well

(PM) Well # 3

(SBE) 2004 was when we were originally in here and got the preliminary plan approved and it ended up being about 2005 until we got this layout of the preliminary plan approved and then subsequently followed up with a final Phase 1. That was around 2008 or so, when that finally came through. Over here is your Well and this is a little bit of the Well head protection area that we were avoiding

(PM) how many lots were deleted because of that?

(SBE) that is a good question, I can tell by looking, one, two, three, it would be like four or five. As it came through there were 438 units that were approved, Phase 1, that we got approved for was 100 units. The intent back at the time of the original plan it was going to be a gated community with a 55 and over community, is what they were thinking. Some of that is still kind of unknown at this point. Basically what is going on at this point is that the developer at this time, that developed this, just sat on it for a while. And now they have an interested buyer to purchase the whole thing and then develop it. So the current owner is responsible to get all the plans current and up to date. So we have been asked to start that process and figure out what all is involved and that involves going around to various utility companies, township and different things to reacquaint people to this project and get back up to speed with this. What they were thinking is that these roads would remain private. I don't know if SBA you have an official position on that, once you hear private roads than it is private lines. That is something that they are willing to discuss either way. Or if you are open to easements through the private roads. I don't think they are necessarily set one way or the other.

(PM) you had mentioned one master meter, are you still...

(SBE) What they would like to entertain for now or just kind of putting it out there for as one of the things that they are thinking. If it was private, if they maintained everything as a private entity, under one ownership one of the things that they were inquiring is about one meter. Currently the way it was set up was it was going to be public, so we had individual meters going to each of these units. They were inquiring about one large meter that would service all of these and then each individual lot, they may still put meters on them for their sake to maintain some control, just in case one unit is not going crazy. But as far as their water bill and everything it would be based on the one large meter as opposed to the 440 individual meters.

(FM) that is the one option, as far as the line being in private roads that is obviously not the preference of the water authority. But it is not without precedent, it has happened as long as the authority has sufficient credible easement to maintain its own lines. You are familiar with how that works; the lines would be dedicated to the authority.

(SB) so Scott you guys are reviving this and going to the process, so basically our next step is you put a letter in asking for that and we create a project and ask for an escrow and then we move forward from there

(SBE) Tonight I am just here to tell you about it, I am not asking for anything. I just wanted to come before you in person to show you so when you get that letter; you have a little bit of background of what is going on.

(ET) so these are modular homes, mobile homes?

(SBE) manufactured homes

(SB) like the homes in the back side of country manor

(KB) the people will own the houses and rent the lot

(SBE) correct, I think that is the intent, very similar to country manor. The only difference is that they are back and forth as to whether it is going to be the 55 and over or if it is just for whatever. So that part is still up in the air.

(FM) and it is still 438

(SBE) yes, as of now, that is correct. We got this approved back in 2005 and since that time some DEP regulations have changed for NPDES so we may lose some lots based upon new storm water requirements. But give or take it is not a big number

(JE) Scott, do you have a current land development plan for Phase 1, currently?

(SBE) we do but however we need to go through that process again since then it has expired

(ET) so you are starting over

(SBE) yes, talking to the township, I think everyone is in agreement that the layout seems okay we just need to do some tweaks and resubmit. But in general it is going to look this, but as far as the actual process we are starting over.

(FM) will it be developed in Phases, or all at once?

(SBE) well, I better not speak to quickly on that, the intent at this time was definitely in Phases, now the developer that is coming in, I don't know.

(MP) Well Scott, thank you for keeping us up to date, I appreciate the courtesy of the visit and explaining to us of what might be coming out there and we look forward to your letter.

2. Consideration to approve meeting minutes of April 11, 2017

(SB) so moved

(KB) second

(MP) moved by Mr. Brenize seconded by Ms. Burrows, motion carries unanimously

3. Consideration to approve special meeting minutes of April 17, 2017.

(SB) motion to approve

(ET) second

(MP) moved by Mr. Brenize and second by Mr. Tsambiras, any addition corrections to the minutes? Being none let's vote, motion carries unanimously

4. Reports

a. Engineer (DH) 1. Well #2 Improvements, there is in your packet a two page proposal from us, Rettew to do the additional design, for the detention required by DEP on the site, they total amount of that proposal is \$4900.00 that includes the design of the improvements, making a change to the site plan and any details that are necessary to convey to DEP what we are planning to do, along with the calculations and the submittal to DEP. I don't think there is a lot to explain there, just designing the additional piping that goes into the yard to provide the detention time to meet the requirement.

(MP) any questions to Dennis regarding the additional contact time for Well #2

(DH) you can choose whether you want to take any action on this or we can wait until later in the meeting

(JE) it is 5 E under the business items on the agenda

(DH) alright item 2. Well #4 is also on the agenda, lets skip that one. 3. UBP Phase 3, construction is nearly complete there is one last item that we have to do to verify in the field once they completed their final grading,

is to make sure all the valve boxes are straight and haven't been damaged by the final grading but other than that, from a construction standpoint there are complete, we are still waiting on some close out documents including as built.

(PM) they submitted those, that is what Dave Sciamanna brought in last week and I will give you a set (DH) 4. NPDES is still waiting on DEP waiting on their action.

(PM) I had a conversation with the permit writer, DEP is looking at taking water treatment plants such as Gunter Valley and making them general permit as opposed to individual and they believe that will be completed within the next 12 to 18 months so the permit application for Gunter Valley is more or less at the bottom of the pile, because it will turn into a general permit.

(MP) what is the implication of it being a general permit

(PM) you don't renew it every 5 years, it is less onerous as opposed to individual

(SB) it is one of those things that you get the permits permitted unless you get a violation, there is no questions asked, abide by the rules of the permit and as long as you don't have a reason for them to come.

(MP) so how about this FPPE meetings?

(PM) no no no this is specific. We are looking at the back back end of the treatment plant. The non-potable discharge side. We produce a byproduct from when we do the cleaning of the filters and etc. And we also have taps for different sampling locations that continuously run and we collect samples. That goes to discharge to the stream as opposed to go to clean water into the system. We are talking about the dirty water at the treatment plant.

(SB) that is basically what we are getting the permit to pollute

(ET) clean pollution

(DH) item #5 is the chlorination changes we have that permit and we are making changes to have that work done that is proceeding. 6. Possum Hollow is an agenda item; I will skip over that one. 7. SRBC on Well #1 is continuing. 8. Southwood Crossing have an update there, the drawings and cost estimate were found acceptable, so as far as engineering that item was taken care of. 9. D&H Rine, I talked to Scott when he was here, that is currently on hold, pending receipt of some information from him, and he acknowledged that. 10. Library is proceeding, Peggy and I were out this afternoon looked at it, and most of the construction as far as the line to the connection to our main to the pit is pretty much done. They have some testing to do the chlorination and the pressure testing needs to be done, but they are getting close. So that is the good news though. And that is my report,

(MP) thank you Dennis, any questions? None

b. Solicitor (FM) I had worked with Peggy and John regarding some issues that were out at the United Business Park which I think we finally got wrapped up. The library is under control. With respect to Possum Hollow Rd we have notified all the people that construction is starting, there was some issues with Mr. Weaver. I had gone out and the super intendent with Wexcon, the contractor had gone and talked to him and then I had gone out and talked to him. I think everything is under control at this point, there were some questions about what we were going to do and this that and everything. If you recall with respect to the Weavers, that is the organic farm, he had originally said that he would prefer to do the restoration. He has indicated to me now that he would like to control what they put on it, but he would like the contractor to do the actual physical restoration of it. So we won't be paying him that \$1500.00, he will just specify what materials can be used. His reasoning for that was, he didn't want to get involved with DEP

(PM) and the conservation district

(FM) yes, you know because there is a 48 to 72 hour period of time that you need to stabilize it not necessarily restore it, but stabilize it and he didn't want to get in the middle between us, the contractor and DCNR or the Conservation District and DEP. So he felt it was better, even though he was willing to do it, he was willing to do it originally. But after some serious thought he thought it would be better to have the authority's contractor do it, but he didn't say, that he has certain kinds of seeds and certain things that he could specify to be used on

there. Depending who buys it, we may owe him or the contractor on any overages. We went around and around about the fence. The interesting thing is we were talking about moving the fence, the fence is on pressure treated poles, but if you take them out, you can't put them back in. And you can't put pressure treated ones back in, but he did indicate to me that if the fence has to be moved. Or if they break any of the posts he has plenty of Locust posts he can have put back in.

(DH) as of now we are not changing that

(FM) right, but in the event that they hit it with a truck or something and have to replace a post

(DH) the one thing that I think that we need to know probably is whether he is going to provide the seed and the straw or whether he wants to specify what he wants to be used. I would like to get that to the contractor as soon as I can.

(FM) I understood or Wexcon guy and you are going to work on it. I haven't gone back to him, but I can go back to him

(DH) okay, as long as it up to them to work it out then I am okay

(FM) What I had said originally was have Wexcon contact call me and the two of us will talk to the Weavers, that didn't happen, so I went out after Wexcon and that is where all this confusion was. When we talked or emailed last week, the way I thought we left it was in Wexcon's court they can deal with it and tell them what they want.

(DH) okay, we will take care of it

(PM) just something I would note, just because of the fact, this is just a personal opinion. Because it is an organic farm and there is so much riding on that for those people. Personally if I were them, I would and from the authority's perspective, it would be better for them to provide the seed.

(DH) I would prefer that.

(PM) because then they would know it is certified organic as opposed to...

(FM) and again, see I wanted to, like I said I wanted to go out there with the contractor superintendent, so when we all sat down and we all walked away with the same, and that didn't happen.

(PM) we can make it happen

(FM) well there were issues about moving the fence and then not moving the fence and doing this and doing that

(DH) well that is resolved now

(FM) and then the restoration and then he told me that he preferred to have Wexcon do the restoration but he wanted to control what they put on it. And I would assume, my assumption was Wexcon goes back to him and Wexcon gets the message that you are doing the restoration but he is in control in essence of what to put on there. And they go and talk to him

(KB) Peggy, it is my understanding of what you are saying is that, we understand that Forest is throwing it back to Wexcon's Ball, but what you are saying is that maybe the authority should have some fingers on this because there is so much riding on it.

(PM) yes, because for some reason an in appropriate product is used and he loses his organic certification, I could see that as

(SB) and we should, it is a realistic request from the property owner, and it is not like he is asking us to pave a driveway that wasn't paved.

(KB) so ultimately the question in front of is now, do we want to leave it in Wexcon's ball court or do we want to say, Forest can we try to get back with the Wexcon superintendent so that everybody is on the same page.

(SB) I think we want to make sure that everybody is on the same page, the property owner, our engineer; Forest and Wexcon are all on the same page.

(KB) So we are directing Forest to try and make some contact with the superintendent again

(SB) yes

(PM) and if you want Forest, I am going to be out there in the next two weeks

(FM) I don't have any idea who this superintendent is or how to get to in touch with him.

(PM) I can do that

(FM) if you give him my phone number

(KB) does it have to be Forest or can it be Peggy?

(ET) I was going to say that she is going to be on it more than you would be

(SB) I am okay with it

(FM) I don't have a problem if Peggy wants to go out

(SB) let Peggy take care of it

(PM) I feel better about it personally if they buy the product and the authority gives them a check for the product, that is fine, and then we know that we have not done anything

(DH) there would be a less chance of problems

(SB) we want to give them the opportunity to be able...

(FM) that was the whole idea, where they would do the work themselves

(PM) understood, I do have to go out and meet with the owners and find out where they want the line to come in anyhow so I am going to be out there.

(FM) okay fine that is all I had

c. Water Dept. Administrator (PM) It has been a very busy month, and that is an understatement. Item A. under the General will be discussed later. B. FPPE that could be occurring as early as this month or next month for the return visit. So we continue to try and purchase the equipment that we need to through our COSTARS providers who are still having trouble getting COSTARS approval because of the state system, it is a difficult process to work through, but we are working on it. And I think Michael, you and I discussed setting up a fluoride meeting, and I think that is somewhere later on, on your agenda. C/We have had one leak since we were here last month and actually it wasn't a leak, it was a service lateral leak. So that is good news. D. No updates on SCADA. E. LeakTech is here this week and next week doing their annual leak detection inspection. F. Hydrant flushing will start Sunday night, and I have to commend John and Nicole for such a great job and pushing this out there. They came up with a pretty good public notice and it has gone out to the townships, because we have customers in the townships and it is on their website. It is on the authority and borough website, it is on Nixle, it is on the front door. We gave it to the Fire Chief, and Randy pushed it out to all his departments and they put it on their websites. So if someone is not aware that we are flushing hydrants, shame on them at this point.

(JE) the police department has it on their website as well

(PM) great, we are doing it at night because the last time we did it last Fall, during the day we had a lot of people coming in and saying, what is going on? And why is my water like this? So we feel this will be the least disruptive.

(JE) We found a company, who was it that did that release?

(PM) Aqua America or Aqua Penn

(JE) They did a really nice release on why they are flushing so we basically used that, it explains that your water may have some discoloration and things like that. Just let your water run it will clear. I thought it was a really good write up, and Peggy enhanced it and we put it out.

(MP) Great

(PM) 2. DEP A. Dennis will talk about Well #2 it is an agenda item later B. our LT2 Cryptosporidium continues without any events. C. HAA5 samples were very good. D. Gunter Valley, relocation of the chlorine application point, Dennis said we got the permit, as part of that project it is time to clean out the clear well, so we are marrying the cleaning of the clear well with the relocation of the chlorine point, because you have to take the Clear Well down to do that. I do believe that is also an agenda item. We have a quote from you from the maintenance company that has routinely done that for us. E. The discharge monitoring reports for the Water Treatment Plant, I sent out an email earlier on that explaining what is going on right now. This is the dirty side

or the discharge of waste water from the Water Treatment Plant that has traditionally been reported since the time the plant was online in a paper form. We converted in March of this year as required by DEP to their web platform. The web platform does not allow you to do anything except enter specifically what it says on there. We have issues with not having a flow meter in place which I don't believe is an issue, we never had a flow meter there, as to how we report it. We have always taken it and crossed it out where it says measured and written in estimated and in the 20 or so years that you have reported it like that it has never been an issue. That cannot be reported electronically, there is no capability of doing that. So it pings as a violation because of that and there is an area for comments and we write a nice long paragraph explaining the situation. I called DEP sanitarian and spoke to her, who put me in touch with the DEP permit writer who told me about the general permit issues. They have both said, continue to report the way you report, don't change it to make it look like you are in compliance when that is not really happening. And come up to a proposal to us as to how you think this can be resolved. I have an idea of how it can be resolved and I am happy, but not at this meeting to put that out before you, but we have a meter that measures the raw water coming from the Letter Kenny, we have meters that measure the clean finished water going out to the system. My proposition would be to take the raw meter and use the finish as a deduct meter and then we actually measure how much water we are losing through the process. I would like to put that forward to DEP, I need to talk to the guys at the water plant and our schedules have been going like this. So this week I will sit down and talk to them and that will get done. And that proposition will go back to DEP and if they approve it, I can actually go in and undo the electronic versions that were submitted and the violations hopefully will come off then. I do have it in an email form going back and forth with DEP tying this up saying these aren't violations, we are not doing anything different. It is a matter of submitting it electronically which is what is creating the problem. So sorry to be so long on that but I wanted to make sure that you understood it. F. Drought watch continues, believe it or not we continue to be in a drought watch. The next drought report I think is coming out next week and DEP is optimistic but they are cautiously optimistic in changes those conditions. G. Source Water Protection Plan, I also sent you out an email a week or so about that.

(MP) that is an agenda item and item j we are going to deal with that in executive session.

(PM) j?

(MP) under business items.

(PM) next item, 3. EPA UCMR4 A. You have heard me say that we have attended the webinar. It was a great webinar it was a very long webinar. What we learned is that we are eligible to do something called a GRMP, and what it stands for is a Ground Water Reduced Monitoring Program, and EPA says that in coming forward with this EPA UCMR unmonitored contaminants monitored, unregulated contaminants monitoring report period 4 that is what it stands for, it is starting in January. We are setting up our program now, we have to get everything in place, and we have to sample all of our sources. This is the Water Treatment Plant, Well 1, 2, and Well 3. GRMP says if you have sources that are grouped together in the same geological formation with the same water quality producing the same characteristics and the same volumes, you can group them as one single source, but you have to send us an application for that, which means that instead of monitoring individually and paying the price for the analytics for Well 1, 2, and 3. We pick and it would probably be Well 2, so we have reduced significantly our analytical costs.

(SB) are there draw backs to that? Like I mean if we are doing testing and we are doing testing for only 1 out of the 3 of those wells and then all of the sudden. The one well comes up as not usable anymore; I mean is there anyway, hypothetically there could be situation. I am just trying to see, but saving money is great but if there is potential for tying all three of those together. Have you guys looked over any other side effects that are caused by this, because generally anything that the state does there is some kind of side effect caused by the benefits that they are giving to us.

(PM) believe it or not DEP doesn't not even know that this is allowed, because this was put on through EPA and the regulations say EPA you submit the application to EPA, and submit it to your state regulatory agency

and they have to approve, and EPA approves. So I contacted our DEP folks and I have never heard back from them ever. I picked up the phone and called them and said; tell me if you will allow this. We are the first ones ever to ask to have this. So they are now talking to the central office to find out how they are going to respond to this. It is an effort because this is now the fourth round of doing this. And a lot of water systems have said this is expensive and it is expensive. It is probably \$25,000 if we don't do this, which is a lot of money for testing. But I understand exactly, your point and I will look into it.

(SB) I want to make sure that when we put all three of them together that they don't end up looking like one source and then for our EDU calculations all of the sudden we find out that we have to take all three of those Wells out of our system and all of the sudden we don't have enough EDUs.

(PM) I hear what you are saying; I understand exactly what you are saying

(SB) if "i's" get crossed and "t's" dotted then we are good to go

(PM) if we have a problem with Well 2, then it is not collaterally pushed to Well 1, and Well 3, I understand and I will look into that

(SB) thank you

(PM) 4. Water System Facilities, C. Well 3 we are now using 3 days a week and we are considering using it 4 days a week. I looked at it today and we are dropping down to a, today it was at a level that has been operating at two days in a row and it is at 52 feet, and that is quite good, it is not dropping down into the 40's like it had been in the past. B. Well 2 is operating 7 days a week about a 122 feet and that just flat lines. I just probably should be careful about saying that and I don't want to jinx it. A. Well 1 is operating 6 days a week and Well 3 is operating 3 days a week. I have in my report 2 days, but that was last week and now we have bumped it up to 3 days. This afternoon I looked at it and it was pumping 852 gallons a minute and that basically will fluctuate based on the tank and as the tank levels drop it will kick the float on and then the pump will come on. So it fluctuates a little bit but it is nice and steady. D. Rowe Rd. later on in the agenda. E. Water line Repair at Shively's, I sent an email out about that. Michael and I have talked a little more since then. Dennis took at it this afternoon and to try to keep this in context. At the bridge where Shively's is going over the Norfolk Southern, they call that the burden line, we have a 12" water line that has a cover around it and a protective cover over it, going over it, hanging on the side of the bridge. When Penn Dot, whenever time they updated the guardrail on the Shively side. They put the guard rail right through a water line, I mean nicked it and I don't know why but it was a decision made to simply valve here and valve on the other side of the bridge and just shut that part of the line down. It has caused a couple of water quality issues and Mark continues to get calls on it and asked what can we do about this? So we looked at it and we attempted to have a repair made and what we found is the pipe now as it is carried across the bridge, because it has not been active. It has been inactive and probably had a little bit of water lying in there, has some damage to it, some structural integrity. So instead of simply replacing a small piece, we are now looking at replacing the pipe going across the bridge. So what are our options? If you go out there, you are going to look up and you are going to see right above the bridge where the contractor would be staging 6 or 8 overhead line. So that would make it difficult. If you look over you are right on top of Norfolk Southern, so you are not going to be down in the railroad bed, so what do we do? We have discussed a couple of options in my email, and I think where we are at right now, is trying to work in conjunction with Penn Dot getting a couple of the inspection report from the bridge on the most recent one, what does it show? When is Penn Dot going to be doing their next round of maintenance? Whatever that may be is it 3 years, 10 years, and 45 years? If it is possible to delay repairing that line or installing that line and reinstalling it until Penn Dot comes forward, I think that would be prudent. Because if Penn Dot is going to be working above Norfolk Southern, it would be nice to piggy back right along beside that and Penn Dot is going to be dealing with overhead powerlines it would be nice to piggy back right on top of that. If it is going to be 30 years, then we might need to talk about something else.

(SB) relocate

(PM) relocate, ideally as we said earlier, never like dead ends, dead ends are not good for a lot of reasons, quality pressure, et cetera, you like looped systems. And if there is anyway without breaking the piggy bank to be able to loop it again, that would be great. As Michael and I discussed earlier this is on the list. It is not on the top of the list right now. So I will continue to investigate it but it is not a top 10 item right now

(MP) so once you find that out, if you find out that they are going to go and maintain that bridge, sometime in the reasonably foreseeable future, and then we can look at what that would cost right?

(PM) Correct

(MP) Because as we spoke on the phone the other day, the question in my mind is, of all of the lines that we have in our system, is this one most deserving of attention and dollars as opposed to some other lines. I think that when we get to that day we will have to ask that question at that time, is this really our top priority for our dollars on that day. Piggy backing onto the railroad makes a lot of sense.

(PM) F. Darryl is out with the leak tech folks right now and he is taking the draft plan books along with them. So as he sees things that are different then what we have mapped he is making those changes, which is good. G. Fluoride Analyzers is next; we need to schedule a committee meeting. I know that is on your list. H. March reports have been submitted. I. We did receive quotes for mowing, and I believe that has been, \$205? We had three quotes; I think the low bid was \$205 to do the mowing per week. And the way the grass is growing right now, that is much needed.

(JE) Per event,

(PM) per event, per week

(JE) if they don't need to mow for two weeks, then they don't mow for two weeks.

(ET) what if they need to mow twice a week?

(JE) if you would need to, but I would suggest that they don't do that

(PM) Timber Hill which is out off of Possum Hollow

(JE) this is the only one at this time that has gone out to bid.

(MP) help me to understand what that dollar amount represents in terms of man power labor.

(JE) Mark Ryder says it takes him 2 to 3 days to mow that

(PM) it is on a very steep sloped area, go out there and just drive up there

(MP) Timber Hill? I know where you are talking about

(JE) for him to do everything, it is 2 to 3 days of his time.

(MP) of his time, so we got one man two to three days of mowing

(SB) so 16 to 24 hours

(MP) verses \$240? Is that the quote \$240?

(PM) I think it is actually less than that

(SB) \$205 you said

(PM) yes something like that, we had two quotes in the \$200's and one in the \$300's

(MP) do you have them on speed dial yet?

(ET) I was going to say, it is a no brainer

(PM) it is a no brainer

(MP) sure, lets pull the trigger on that one, thanks for doing that, that is helpful

(ET) and it doesn't eliminate a position

(JE) no it just frees him up to do things he should be doing and not sitting on a lawn mower

(SB) he is doing that because the other guy that retired, used to do it

(MP) and we are also not wearing our machine out, right

(PM) yes especially there that is a bad place to mow. 5. Developments B. D&A Rine, nothing to update. C. we heard the presentation on the Villages of Orchard Hills, they met with me. They asked me to meet with them, in the middle of April and I told them very specifically the authority is now looking to have you or the developer to come in at some point in time. So Scott called me and asked if there was any chance that I can come in

tonight. I sent the email out, and said probably at public comment. D. nothing new at Gandy Manor regarding water, they are well aware that they need to provide the cost estimate, we have a limited agreement, that Forest will be preparing when we get that and we still need a pre-construction conference. E. Southwood Crossing nothing new under phase D. or phase 2 I believe.

(DH) I think it was D. that needed reviewed and that now is approved.

(JE) Peggy can we just go back to # 3 quick? As far as the line, as you recall there was an issue with a massive pile up debris on top of a water meter, Kevin went out and it was just actually a set of bleachers that was on top of it. We went out and picked them and relocated them, so it is completely open now and nobody has any problems accessing that line now, so it is good to go.

(MP) easy solution,

(JE) We called Little League and got no response, so Kevin just got the machine and went out and moved it. It was very simple; he just went out and moved it off to the side.

(PM) John I am glad that you said that I had two items that I forgot to put in here. We conducted two training events since our last meeting, we had Clay Valve come out on April 18th who gave the distribution guys hands on training on the PRVs pressure reducing valves, they brought some in and they actually had some that were cut in half for them to look at. And they went out into one of the vaults and took a look at that. So that was very good training. And then last Wednesday or Thursday, we had the folks in from Micro Core in for Well #1 that we have had issues with understanding operations of it. They spent a good day there reviewing everything, with Rick Kelley and with Mark Ryder, so that was very valuable training and provided a local maintenance person from the company that could come when we had issues. As opposed to bringing somebody in from California all the time, so those two events were very well received. Then the next item I have is G. Dynamic Castings, and that is on the agenda. H. UBP, there are a couple of things outstanding out there, still remaining. I. UBP Lot 6 is coming along nicely, we have had our pre-construction meeting April 21st, shop drawings review is continuing, the contractor is working well, he was in this morning and he actually picked up his temporary water meter, which is something that we need to let them in on. Is the fact that we are now asking contractors when they borrow the meter for dust control out at job sites, we are asking them to sign off, because we were having a lot of difficulty getting them back from the contractor from Lot 7. And we politely asked Mr. Sciamanna to help us out with that which he did.

(JE) it is a \$2200 dollar item

(PM) so we are now asking them to sign off on them. J. UBP lot 7 is done, and they are as far as I know moving in. All the forms have been submitted for billing and et cetera. F. Dollar General continues, but I don't know exactly, they have not come in to pay the tapping fee, so I am not sure what is going on there.

(ET) there is a building there

(DH) there is?

(PM) There is behind the old building, around back is that right?

(DH) I have not been by there so I don't know

(ET) you can see it from the road

(SB) Well, it is a new dollar general

(PM) it is a new one

(KB) Orrstown Rd?

(ET) there is no old building in front of that.

(SB) there is the building that had martial arts in it at one point; it is a couple blocks from it

(FM) there was a little garage there.

(KB) it is right there on the corner of Cresbriar Lane? Literally on the corner.

(PM) G. 253 Pin Oak Lane, Mountain View West, Forest prepared an agreement for the developer for the relocation of that and I spoke to the developer today who was meeting with the potential home buyer this evening and then would be back in touch with me. So we will see what happens, no update if he doesn't sign it

then the homeowner gets a fire hydrant in the middle of his driveway. H Shippensburg Library, the improvements continue and construction continues. 6. Possum Hollow that is an item for us to discuss later. 7. Water Forgiveness Requests- there were no requests for this month.

(MP) Nice job, any questions for Peggy?

(SB) item J. UBP lot 7, did we get the tapping fees and everything associated with that?

(PM) yes, we do

d. WWTP Manager (JE) Well, as far as the current construction. As you know we are not going forward with installation of the media at this time. We are working on a new COA with DEP actually that meeting will be a telephone conference with DEP next week. DEP is onboard with what we are doing; we are doing the new headworks. We believe it is a really good fail safe, it will screen more material out which should mean less chance of any kinds of issues with overflow or clogging of screens. It comes with a hefty price, but GHD the engineers out of Harrisburg they are currently working on the design. We had a meeting here the other day with PACT2. PACT2 is the contractor at the waste water treatment plant. So we went over the punch list, that they had to finish out, there were several items. I would send that their punch list is better than $\frac{3}{4}$ complete for the things that Hazen & Sawyer said that they had to complete. There are some things that will come off of the original contract until after the media is installed. There is going to be a delay of some of the concrete installation and obviously the media is not going in. Lance reports that the plant is running very well at this point. Obviously it is not going to be at 4.95 until the media is in, but it is running very well. When we get to 60% design with GHD, we expect that PACT2 will review that design and give us a price for potential change order as opposed to going out to rebid. If we have to go out to rebid it could cause more delay, PACT2 indicated that they are very interested in the work. They could be offsite for over a year while headwork goes on. The delay of the media could be a year to at least 18 months after the headworks project begins. So DEP is on board with that.

(MP) why the delay, I don't understand that, if they build the headwork why can't they put the media right in.

(JE) the media will go in, but we are probably looking at 18 months before that would even occur.

(MP) So 18 months to do the engineering and the construction before the media

(JE) yes, from now it is 18 months until it is complete, that should include that timeline

(MP) and confidence is high, that this solution is the solution

(JE) Here was the issue Hazen and Sawyer, indicated that they did not believe that we had to do the headworks. They said you are not going to have any problems, well preliminary indications kind of put that in question, with the screens blinding, and when we lowered the tanks the screens were definitely blinding and they had a lot of debris on it, paper products, hair, you name it. It just sticks to it like concrete. Part of the problem is that the current headworks, the screens are bigger at the initial contact point at the raw sewage, then what the screens are in the tank. So you have big items getting through the initial screens and then blinding on these little screens. So the new headworks will have smaller screens and a better system for cycling out the material. So we believe that will eliminate most if not all of the blinding. You are always going to have something that is going to get in there and cause a little bit of blinding. Overall it is very well believed and GHD is confident and Lance is very confident.

(MP) you have two engineering firms right?

(JE) yes,

(MP) Does either engineering firm say that they don't recommend that you do this?

(JE) no

(MP) so neither one says that this will create a problem, one simply says you don't need it, and the other says yes this would be a really great idea

(JE) The one that says that we don't need it says well it is not a bad idea. So that is where it went, well it's not a bad idea

(KB) and you have to understand the one that is saying you don't need it, is the replacement engineer

(JE) for the one that caused most of the problems to begin with. So the plant is looking good and is doing very well. We are nearing the end of time with Lance here and we will talk about that here in a few minutes. I think that I told you that the additional sludge pad that we were talking about installing that bid was accepted last month. Dennis Black is handling that, that pad will be installed. Do you know where the sludge building is? It would be on the left hand side going in up on top of the hill. That sludge pad will be built next to the building, the existing building. You have the two sludge pads the building and then the other sludge pad will be constructed there. It is going to be a little smaller than what they had hoped but overall it will provide more than ample storage over the winter months for stock piling of bio solids. The intent is to try and never haul to the land fill because it is very expensive and with that Lance is working on permitting three to four additional farms for application of the bio solids. Which by the way are Class A which are very well sought after bio solids. He continues to make a good progress with the stacking of bio solids. When he took over they couldn't even get a few feet of stacking; now he is getting 6 to 8 feet. He has made some adjustments to the polymer and everything. Overall things have made a turn at the plant with the addition of the headworks; we believe everything will be ready for the media at that point.

(SB) You were talking about the, if we were not able to store it, to be able to put it on the farms that they were permitted for, then we have to take it to the land fill. Is there another option? Is there a source like, is there a company that takes it and turns it into fertilizer?

(JE) There is a way that it can be mixed with tanbark, or that type of thing. We talked about that Lance, Kevin and myself it is, we even talked about doing it ourselves. We could mix it and sell it right there but I believe there is a lot more regulations involved in doing that kind of thing.

(SB) that is what I was asking are there companies that specialize, in an area where you got a larger amount of stuff available you would think there might be a plant somewhere that actually takes that and turns it into

(PM) like a composting facility

(SB) I was talking about turning it into commercial grade fertilizer

(FM) Milwaukee has been doing it for 50 years; it is called Milorganite that is what they have been doing with their sludge for 50 years

(JE) There is an option for that but as Lance explained when we first looked into it, he thought it would be more expensive and more effort than we would ever get out of it.

e. Secretary (JE) The only think thing that I have besides everything on the agenda is, I just want to let everybody know that Friday was the deadline for applications for the Director of Utilities position that we advertised for. We received 4 applications. 2 guys are fairly local, 1 is quite a ways away, but 3 of them seem to in a reasonable distance to the borough. Tomorrow morning we will take our initial look at the applications, it will be Andrea, Michael, myself, Lance and Peggy is also going to be involved. Just to look at the initial applications to see if they are qualified. What their qualifications are, if they are not qualified, immediately what would it take for them to be qualified because in our ad we told them they had to have their qualifications within a certain amount of time, if they didn't currently have them. I am glad we got 4 as of Friday it was 3, but I received another one in the mail today, but it was postmarked Friday, so I am accepting it. Quite frankly that is the one that looks most impressive, so we will see. We are moving forward with it, we are hoping that one of the four is someone we can work with and if they are qualified. It is a big big job, it really is and I am hoping that we can find that right person but tomorrow we are going to start the process but after that, when we start doing the interviews. We are going to ask Michael to be involved, and if another member of the SBA chooses to be involved that is great. We are going to have two members of council on that personnel committee to review and discuss.

(MP) I am glad there are four. I am very pleased that council is including us in this as a courtesy to us; it is their employee after all.

5. Business Items:

a. Possum Hollow Road Project Update (DH) There is a Summary of Possum Hollow on the Engineers Report. A. has the dates of the notice to proceed and as well as the substantial and final completion. If you match those dates up with the schedule that we have been looking at for the last couple months that remains the same and we remain on schedule based upon that notice to proceed and the current schedule to complete. Final completion is shown Sept 1, substantial completion shows Aug 25th. Substantial completion in my mind would necessitate turning valves on. Final completion would include things like restoration and everything else, ready for final payment basically. That is a little bit over one month prior to your requirement to have the water line in place with Matrix and UBP. So we remain on schedule and that is good. We did have a preconstruction schedule meeting on April 19th as well as a kickoff meeting with the Conservation District in Southampton Township on the 26th. Submittals of Shop Drawings are continuing that is mostly done, there is a few that remain, that has gone well. I actually did a drive of the project this afternoon and they do have a couple pieces of equipment out there, they have got a couple of construction entrances, looks like fairly well completed so they are moving forward and getting ready. They told me that what is holding them up to actually start putting line in the ground is that they are waiting for a day of delivery for their large valves that go in with the piping, so that is the hold up right now as far as they are concerned. One thing I want to at least let you know about is the way that we wrote the contract we did not allow blasting of rock removal for installation. The contractor has gone out and done some probing and drilling to find out how much rock there is and there is a fair amount of rock as we would expect. So they have actually come back and asked us if we would allow some blasting and we are currently reviewing that. My initial reaction to that was, I don't want it anywhere near any of the residences or wells, but we are looking at that and I want you to be aware of that in case if you wanted to weigh in on that.

(MP) So who gives that approval? You all do?

(DH) generally that would be an engineering decision, but there is also political ramifications to that and that is why I am bringing it up at the meeting in case you want to weigh in on how you felt about that.

(MP) you must have a protocol that you put into place when you are going to do a loud blast

(DH) for instance they are blasting right now out at Lot 6

(PM) UBP

(DH) and some of that blasting is occurring fairly close to your lines, both Phase 1 and Phase 2 existing lines as well as Phase 3 line that was just put in. There is also in close proximity and in almost all locations a UGI gas line. So there are regulations that deal with

(SB) Blasting is something that happens on a regular basis unless something has changed in the last 25 years. About every other basement my grandfather used to dig when he did excavation he had to blast then.

(KB) things have changed in the last 25 years, Steven let's be honest

(SB) you are talking about blasting in residential areas

(DH) out of an abundance of caution we told the bidders that we were not going to allow blasting on the project, because let's be honest, it is your project if there is blasting then there is a possibility of somebody coming forward and making a claim that their water well doesn't work anymore, they have cracks in their house, all kinds of things. So it is easier to say no blasting than not.

(KB) if we bid the project out to be no blasting, then there is no blasting

(SB) because they knew they were going to have to cut the stone, because that is the other option that you are going to have

(KB) we live in Central PA, everybody knows there is a tremendous amount of rock, I don't even understand why it is a conversation. I understand it is not our call, but

(DH) to a certain extent, it is your contract with the contractor, so your input on the subject is important because it is not purely an engineering decision.

(KB) I don't understand, if we bid it out that there is to be no blasting, let's be honest, it is Shippensburg there is going to be tons of rock, not even fun rock, it is going to be limestone kind of rock.

(DH) my goal is to get the job done and meet deadlines

(MP) so what is the ramification of not blasting?

(DH) is that they are going to have to have more, it is going to take them, their production will go down, and there is a danger that they won't get done, they put sufficient manpower on the job to get it done and they should have to do that.

(MP) I forget the contract, are there consequences to them if they are late?

(DH) yes

(MP) so it cost them if they are late

(DH) it is, so they have the option of putting more manpower on the job, running one crew instead of two. Three crews instead of two. Whatever it takes to get the job done, and that is the way they did it.

(KB) I am having a hard time envisioning where this line is going in as far as residential areas go, but from the very beginning we said no blasting

(SB) right if the contract says no blasting then we really shouldn't be having this conversation, as a courtesy I guess we can have this conversation, but it says no blasting then no blasting. There is ways to get the rock out without blasting, they don't need to blast

(KB) I am kind of sorry, not sorry situation in my opinion

(DH) that is fine, you make my job a lot easier if you say Dennis, we bid the job this way and we don't want any blasting, if you tell me that would make my heart glad to be able to say no blasting

(KB) our infrastructure is so bad here as it stands now, I personally wouldn't want blasting anywhere near my house and my house is relatively a new build comparatively. The infrastructure here is horrible

(DH) let me put a perspective on it; you can divide the project into three pieces essentially. The section that is on Mt. Rock Rd which in my mind, I wouldn't even consider doing that, because you have businesses, you have the Benders along there with their septic tank problem and all that stuff. I think that area is out; there is the section from Mt Rock Rd intersection on Possum Hollow down to the bend, that area is fairly clear, it is mainly pastures, there is a few residences along there that at least is a possibility. Then there is the section from the bend up to where the drive to the tank is that area to me is totally out of the question. I wouldn't even consider it.

(SB) I have to agree with Kerri on this the conversation is okay, but there really isn't any point of giving them anything because the contract says no blasting

(KB) it is not because we are being unreasonable either, we have that in the contract for a reason

(DH) that is absolutely correct

(SB) it is not like we are putting a water line through an area where there are no houses.

(DH) so if we tell them that they are not allowed to blast there is no financial implications to you whatsoever

(KB) the implications could be time, which honestly would stink for us, but it goes back on the contractor in the end.

(FM) I think that you have to consider too, the township, the supervisors; do they want a bunch of people out there blasting along their road?

(KB) it is their infrastructure as well

(ET) how's it happening out in the development park

(SB) Because they are far enough back off that they are off the road, they are not by anything

(ET) it must not be close enough to a gas line

(DH) it is very close

(MP) Dennis when you have that conversation with them I think it sounds like it is no blasting, If there is some circumstance and they make a really logical and sensible case, then we can hear the case, but right now we are saying no blasting.

(DH) it will probably, we are already at several weeks into it, 120 day contract, and they have told me already that if they are going to be allowed to do this, they want to get it done now. So I am thinking if I tell them no, now, there is not going to be time for me to come back in 30 days at the next meeting to make a case.

(FM) the other thing that you have to consider, you mentioned that basically from Mt. Rock to Possum Hollow intersection to the corner is pretty much open space, but keep in mind, that man has a dairy farm there. He probably has 150-200 cows that he milks, and I can't believe if they go down along that in front of Ferin Martins he is on the other side of the road.

(SB) you got a railroad there, you got the highway there, and there is just too much stuff there that is the reason why there is no blasting allowed.

(DH) we had this discussion internally in the office and there is a lot of people that would rather have one little boom then 8 hours a day of hammering, rat tat tat tat

(PM) The sampling was done yesterday you got the email on that. We need to talk about the fees we offered everybody an ability for the contractor to make that tap and bring it across and put a curb stop in. we have several people who signed up to do that and they are very anxiously and nervously saying how do I pay and when do I pay. We have talked about it amongst us and Nicole said that she can draft an invoice to them but are we giving them 30 days to pay? In the fee if the water line is on your side of the street it is \$1500 and if you come across the street it is \$2300.

(KB) I read this email, to me it only makes sense to do a 30 day invoice, because that is when the work is going to be able to start anyways right and then we know that we have the money in hand

(PM) I am going to talk to the home owners, I already met with one, who he is going to be out for a week or so due to surgery, and is going to rehab, so I need to see where his stake is going to go. But I am going to be contacting them and meeting with them to find out approximately where they want it to be. We will send a letter now, saying thank you for signing up, here is the process and here is your invoice, please pay within the next 30 days.

(KB) and if they don't pay

(SB) then you missed the opportunity

(ET) this is for right now so they don't have to pay the tap?

(SB) this is so they, they at some point won't have to actually dig the road up again, the extra additional expenses

(KB) it is a substantial cost savings for them

(FM) some of them for example, Mr. Weaver and Mr. Martin and I believe Kambach, they are all getting a tap because they all gave us easements, but none of them as far as I know are going to connect to the water system.

(PM) there are quite a few of the non-easements who are like that too. They want to have it just in case they have an issue. I think maybe one or two are going to do the whole thing right now. But a lot of them think that now is the time to stub it. And you got a couple of folks that are looking at selling in the next few years and it is more valuable that way.

b. Well # 4 Project Update/Test Well Cost Opinion (DH) this is a document that is very similar to the one that we provided when the quarry property was done. The process is essentially the same, some of the work that we have already done for the Alleman Property either needs to get refreshed or redone because of the passage of time, from a regulatory standpoint. The costs are essentially the same as to what you spent to a point on the Quarry Property. I don't know if I have anything specific that I need to talk about. I think Peggy and John are going to talk about the fact that they met with Negley's, which is something the board has asked them to do. Right now in this cost opinion there is a place holder for the well drilling costs, which are the drilling itself and the step draw down test. Those are shown as contractor costs that can be done either through Rettew or separately by you hiring the driller and just having us manage the drilling. It works either way for us, we have had some discussions Peggy and John and I about this. It really doesn't know a lot of difference to us, which

way you would like to do that. In the past it was put under us so that you wouldn't have to bid those services because of the cost. Because you would have to bid them if you did them separately, honestly I would almost prefer that you did them separately because that means that you have control over that. You have control over the selection and we have less risk.

(MP) So tell me what did you learn from Negley's when you talked to them?

(JE) Peggy has some initial quotes from them, the question was do they do this type of work? And they say that they do.

(DH) the last time when we did the quarry property, Rettew got three quotes and one of them was from Negley's. At the time what I am being told by Brenden was that they did not have the capability in house to do the work. So they were actually subbing it out to another driller and their cost was exceedingly higher than the Eichelberger cost. That is one of the reasons why Eichelbergers was selected because they were the lowest and they were seen as the most competent at the time. So we got the best of both worlds cost and competence. Is what I am being told by the folks that have knowledge of this stuff, so apparently that has changed.

(PM) they did indicate that they now have the equipment to do this in house and that they do work for other municipalities.

(SB) As the son has taken a more active role in the business the business has started to grow and change.

(FM) did he give you any references?

(MP) did you get references?

(PM) they verbally told us some things that they have done, but they did not provide us with a listing. They did work for Quincy Township in Franklin County.

(KB) are they local, and how local?

(PM) Quincy?

(KB) no Negley's

(PM) Newburg, Bob Davidson is our contact and he works for Negley's, he is their driller.

(MP) what is your impression, you met with the guy?

(PM) I had some concerns about the process that he was describing, but that I mean, as you know it is a risky business. And we have in the past and Brenden has and I have seen it in other municipalities. You do the test hole and you go through whatever you are going to go through, the pump tests and you develop the test hole. He prefers to do the test hole and move 25 feet away and develop a second well and that is your production well. In light of what we know about the geology of the area, that scares the raspberries out of me. I would be concerned about moving so many feet over and then having, you just doubled your chance for a problem, in my opinion. I would prefer to have the test hole

(KB) well what is his reasoning behind that?

(SB) I think it is the difference between residential and commercial

(JE) it was the casing that he was concerned about

(PM) yes, the test hole needs to be cased so that can be pulled and you can increase the diameter of the well. He does not like to deal with that, he says that it is difficult pulling it out and that is why you do the test hole and you move 30 feet over and do the other one at a larger diameter.

(JE) adjust the band and move over, so all that casing that you pounded into the ground it is your cost

(FM) do you get credit for what he did in the first instance?

(JE) it didn't indicate that

(PM) It either needs to be closed or it is used as a monitoring well

(FM) my answer to that would be if you want to do it your way, then you give us credit for the pipe and everything, why do you want to pay for the pipe twice?

(KB) it doesn't make any sense to me

(JE) well it didn't to Peggy either

(PM) They gave us a quote based on what we think may happen, it is very premature because we don't even have a pre-well drilling plan yet with DEP, so he gave us an estimate and I tell you it is about a third of what it was or what I saw from the original one

(DH) keep in mind this came in today so we really didn't get a chance to take a good look at it. I mean I didn't see it until about an hour ago.

(KB) does any of this make sense? How is it a third of the cost if they are using twice the amount of pipe?

(DH) a third of their quote before, their quote before was like an \$110,000 and this is like 30 something or 40 something. And the one that Eichelbergers gave us before was in the 30's and 40's.

(SB) and this quote is based on the idea that they are probably going to have to go 6, 7, 800 feet down

(JE) there are so many unknowns at this point, that he told us that he was going to take a shot from the hip to give us an idea of what, we had asked him do you have any idea of what you would suspect this to cost based on the original well that we had done.

(PM) we gave him a scope of work of what we thought would happen now, and the scope of work was updated from 2012 when we went through this years ago based upon what we now know. Those conditions were put into a new scope of work that was provided to him it is not the finalized scope of work because we don't have anything approved from DEP yet. He also, the other thing that concerned me was he wanted to come right through off of Alleman Rd which is short and go right through the creek. And I said "eh, eh, eh, eh!"

(FM) we don't have a right to do that

(PM) he thought that would just be no problem doing that, so that kind of

(JE) he claimed he had a personal involvement

(SB) As much as I like the possibility of trying to bring somebody else in, it is obvious that, I mean this is like a situation where somebody is dropping off their resume and they are filling out their application and you don't even feel like calling them for an interview because you were able to do their interview when they dropped off their application and resume.

(KB) it is like having a residential contractor build a sky scraper

(MP) so where does this put us? When you need a decision about getting a driller lined up?

(DH) right now this was provided to give you information about the process and the approximate cost. It can be modified so that you provide the driller and you put it out to bid. It can be kept this way and the way we did the Quarry Rd and the driller can be kept under us and we could modify this document almost immediately and make it into a proposal just like the Well 2 document looks like right today. So if you want to proceed and the board's action, I would assume that you would want to take action to authorize this work to begin, we could proceed on either basis. Either they are under us we can select, we can still do three quotes the way that we did it the last time, let you know what we are planning to do and get your buy in on who we are selecting to do the drilling. I think that we would want to do based upon the history. Or we can modify so that we are providing the driller and that we can assist you in provided together a scope of work to put that out to bid. There are costs involved to either one.

(MP) so we would have a motion then to go forward with this proposal, and then within the motion would contain the language which would either set aside the contracting of the driller to the SBA or includes it in this proposal for Rettew to do, is that correct?

(DH) I don't have a preference, if I had I preference I would like you to do it. But that is okay, I am happy to do it either way, whatever suits the board.

(MP) so does the board wish to take action on it at this time and what action would you care to take?

(SB) if we go with our own contractor because of the levels associated with the cost of it, we are going to have to go out to bid

(JE) We are going have to go out to bid. I know Dennis says he wants us to do it, my preference would be to let him do it, if he goes out and gets the three quotes, and we don't have to do any bidding for this.

(DH) and you can even, we can take quotes and we can award it to the second most bidders, because the process is not necessarily only based upon price, it is also based on qualifications and other things. Then you don't have to do the same kind of due diligence and go through the same hoops as you do in public bidding, if you put it under us. There is an advantage to that.

(PM) here is my comment to that, I think there is some sensitivity here because of what has happened in the past. I think everybody wants to be protected so that God Forbid this ever happens again that we don't go down the same road. I see benefits in allowing and I am saying this as my SBA administrator, I am seeing benefits in allowing Rettew to do it. But what I would say probably in my motion is that the authority has a role in the selection of the driller and that doesn't mean that you go out and bid it and select it. It means that you have an opinion when the bids come in to sit and review the bids et cetera and provide input.

(MP) I think we would want to go ahead with this proposal with the stipulation that we would review whatever bids you get we will take a look at them and look at the qualifications and make sure that these people are all equally qualified and have great references and we will roll the dice again. That would be my thought.

(ET) I make a motion that we allow Rettew to go out and seek bids for the drilling of a test Well at the Alleman Property based upon the cost opinion on a letter dated May 3rd 2017.

(SB) second

(KB) Do we want to add in to that motion about having the proposals come back to us for review?

(MP) we reserve the right to review?

(ET) I will amend my motion to include that that the proposals come back to us for review.

(SB) I will second that amendment

(MP) moved by Mr. Tsambiras and seconded by Mr. Brenize are there any further discussions concerning this issue

(SB) I do have a point of information just to ask, number 6 on the assumptions of the back page. It does not include any other clearance work for Bog turtle should the Phase 1 Bog Turtle Habitat Assessment indicate the potential presence of suitable habitat. Have you ever found bog turtles?

(DH) that will show up in a review

(PM) I have found them in Adams County and it stopped the project dead like that.

(DH) if you recall we bored under a cornfield on the Baltimore Rd water line to avoid Bog Turtles.

(SB) so there are bog turtles in the area

(KB) what is a bog turtle?

(DH) it is an endangered species

(PM) yes threatened and endangered

(MP) any other discussion? Let's vote, motion carries unanimously

(FM) if you look again at #2 does indicate that the authority will have to prepare the drilling site as well as get access to the property which means that you are going to have to get someone in there, and remember we have an agreement with the Allemans, that we will just not push the trees down into a pile but it will somehow make it so that they can use is for firewood. That is one and the new enterprise stone at some point I can get that but I need to know where and how wide.

(DH) I apologize I meant to go over these assumptions on page 4. They were modeled after the assumptions of the previous project, where there was a belief, as I understand it. I wasn't the engineer at the time the first well was done, that there were certain things that the authority could do and could do much cheaper if they did it on their own or hired somebody locally. Such as the clearing of the pad and the digging of some pits near the drilling rig that would take care of the drilling mud rather than having us to hire somebody to come in from the outside to do those things. There are a few items as Forest indicated including the clearing of trees to get access and some site improvements, including the erosion of sediment control measures and the digging of some pits next to the pit which is what would happen on the quarry property. So please be aware there, there

are some additional costs there. Whether you do those with your own forces or you hire somebody else to do them.

(MP) so who is the best point person to see to it that those things get done on who's list do these things go?

(DH) I believe it was Louis who took care of the site issues in the past.

(MP) so between Peggy and John that falls in between your responsibility.

(JE) and we will have to work with Dennis, will we have to survey that in, or follow the road in

(DH) I think we could either survey it or as long as we knew where we were within the site, if you could out and stake it and have the property owners look at it and approve it. Now we are going to have to have an agreement with the Quarry property for access

(FM) to be frank about it, my preference would be to have it maybe not surveyed but at least the center line of it surveyed. There is an existing road and then an old logging road on the Alleman property and that's where I believe where Mr. Alleman wants it to be going. But you know it is sort of nondescript you can see it and then kind of cant. My preference to getting the easements would be to actually have someone not survey the easement now, but survey what they consider to be the center line. A guess we would want a 20 foot or 25 foot easement to get a drilling rig back there.

(DH) I would think 20 would be plenty

(FM) So when whoever is responsible for clearing the trees they would know where it was and push it down that center line

(DH) one way to do it would be to go out and stake it, just pound a stake to the ground and take the property owners out there and say this is what we are going to do, is this okay? And if this is okay have the surveyors go out and locate those stakes and you are done.

(FM) however you do it is fine

(JE) we could go out and eyeball the stakes in because you want to try and avoid the big nice trees obviously, we want to try to go through the least intrusive way and like Dennis said once we establish a center line with some stakes and have the property owner approve it and then we can bring the surveyors in to shoot those stakes, and we will be able to map it at that point.

(FM) that's fine

(JE) we will want to meet with the quarry and the Allemans to see where they would prefer it.

(FM) I know from prior when we went through this before and we ended up not getting it. I spent 3 hours out there with Alleman and he showed me that road, because I mentioned that we would need a way to get the pipe out, I wasn't even thinking of the drilling rig. And he said there is an old logging road and that is the way that I would want you to go out. Because there aren't any bid trees on it.

(DH) there was effort put into the Alleman project before, and I believe that the sketch that we showed to everybody as we had gone through this reflected the previous effort and I think that the selection of that route was based upon some of these efforts already, but we can sharpen up on that. That wasn't a route that was picked out of the air

(JE) so you already got a survey on that

(DH) I don't know if it was surveyed or not, it was something that Brendan has walked the site and picked the road that you could physically get there with a drill rig and I think it was selected

(FM) on the thing that you had up on the map, you can kind of see it

(SB) we are going to make sure that we are not walking up onto somebodies property and just doing whatever we want. We are working with them to make sure we don't negatively impact their property, should we not end up buying it. Of course we are going to do what we need to, to make sure they are properly being taken care of.

(DH) we can let you know Forest, when we have a preliminary route, staked out there

(MP) Forest, Dennis and John and Peggy are going to work this thing through.

c. Rowe Road Project Update (PM) We talked about this last month and the roads being realigned and we said there is a dead end on the one spot on the current access road up beside Weis Markets, there is a dead end at the Volvo. It sure makes sense to get a quote to look at putting those two together. We did get a quote and it was pretty outrageous. \$111,000 so we did some digging and we went to the contractor and said we think you are outrageous. And we think it ought to be something less based upon what we think the materials cost and by the way you do have a line item in your contract for 68 feet of extension of the 12" line and we simply want to add to that and we think you should give us the cost at that unit price. So the contractor came back today and I think I sent this forward, but here is a copy if you would like a copy. The contractor dropped the price from \$111,000 to \$83,000 and some change. I do believe this is very reasonable, I was out on the site this afternoon and met with them and he said that the reason that he cannot give us the exact unit price which would bring it down to about \$77,000 is the fact that there is some rock out there and they have to add a little extra in for the rock. So personally I think that going from \$111,000 down to \$83,000 is a pretty good deal. Obviously, and I think that John is ready to chime in here, there is the corner, you can almost see the fire hydrant there that is going to be moved back.

(JE) right here is the fire hydrant (right here where my arrow is) here is the culvert I believe, this is the hydrant.

(PM) the line currently comes this way and it makes an angle like this, for some reason Louis had them coming down and going like this and going like this and going like this and coming out, that is what is shown on the plan. There is three 45 degree bends in here, which we are shaking our head about. We would like to do, when we got the quote to go down to \$83,000 is to take the, extend from this hydrant, they are coming out 68 feet and stopping here and there is a utility pole out here approximately where they are stopping. Right along in the same right of way as the new road, and connecting right up here at the Volvo line. So we would go from there and stay in the right of way and not get out of that right of way.

(SB) is there still a weird, a dog leg going

(JE) you mean in the pipe or in the design of the road?

(SB) in the pipe

(PM) that was what was proposed, it is coming like this now existing and it was designed to come and go like this and come over and go like that because it was stopping there. What we would like to do is nix this and if you are going to put this in, bring this straight out and have a valve here, there is a valve here installed. The way I understand it, was this property owner not given a valve or something so that if he wanted to connect at some point in time and build.

(FM) he owns it, Cressler owns it

(PM) we leave that alone and he will get and opportunity at some time, then we come this way, forget this mess and tie straight up into Volvo.

(KB) sounds good to me

(ET) yes and we can do that for \$83,000

(PM) it might be a little bit less because we will be eliminating this,

(JE) the cost of this will, the majority of it will go away

(PM) this will be a deduct

(JE) whatever it was in the bid

(MP) what do you need from us, the approval to go forward?

(PM) the contract is with the borough,

(JE) this might be something we need to talk about in executive session, do you think so Forest?

(FM) yes probably

(MP) okay so we are done with the Rowe Rd update

d. Shippensburg Public Library Update (SB) they got water crisis adverted

(PM) yes

(MP) all good?

(PM) yes, all good

e. Consideration to Approve the Project Scope for Well #2 Design for Additional Disinfection Time

(DH) it is the cost, design, specs and the permitting for the additional retention time required by DEP

(KB) this is the extra pipe that we have to put in

(DH) yes it is

(MP) the serpentine pipe

(DH) the total estimate is \$4900

(KB) and this is going to be your part

(DH) yes

(MP) so what is the wish of the board relative to this project scope for Well # 2

(KB) I will make a motion to approve the project scope for Well # 2 design for the additional disinfection time

(SB) second

(MP) moved by Ms. Burrows and seconded by Mr. Brenize any further discussion? None lets vote, motion carries unanimously

f. Consideration to Approve a Quote for Cleaning of the Clear Water Well located at the Gunter Valley Water Treatment Plant.

(KB) Peggy is this what you were talking about earlier, on how you are trying to combine the two projects

(PM) that is absolutely right

(KB) is this the two projects combined

(PM) no this is simply the cleaning of the clear well which is due anyhow, you have a contract with Suez to do other thing items, they have historically done work within your tanks they have gone in and done tank cleaning in the past so you have a contract with them and this would be in accordance with that contract pricing would be in accordance with that contract. It is not too bad of a deal for that. I talked to them the quote was dated Sept 13, 2016 because there was interest in your water folks to have it done last year. It makes sense to do it at the same time that we are making these changes and updates the quote is still valid. The contractor needs 4 weeks minimum notice to schedule it and they are getting busy

(KB) I don't have a problem doing a motion to approve this but I would really like it at a minimum either an updated quote, or a quote with an updated date or at least a letter confirming that quote is still good

(PM) I have an email from him saying that the quote is valid; I can send that to you

(MP) what is the wish of the board

(KB) I will make a motion to approve a quote for the cleaning of the clear water well located at the Gunter Valley Water Treatment Plant in the amount of \$15,893.00

(SB) second

(MP) moved by Ms. Burrows seconded by Mr. Brenize any further discussion? None lets vote, motion carries unanimously

g. Consideration to Provide a Letter of Available Capacity for 106 EDUs to Real Estate Collaborative, LLC (Former Domestic Castings Location)

(SB) motion to provide a letter of available capacity for 107 EDUs to Real Estate Collaborative LLC

(KB) second

(MP) moved by Mr. Brenize and seconded Ms. Burrows any further discussion? None lets vote, motion carries unanimously

h. Consideration to Approve a request of Luther S. Karper Sr. to release escrow funds in the amount of \$2638.00 (4224 Middle Ridge Rd)

(JE) Dennis has verified that the escrows can be released, his bills have been paid out of this, so this number is current and he can be reimbursed

(SB) motion to approve a request for Luther S Karper Sr. to release his escrow funds in the amount of \$2638.00

(ET) second

(MP) moved by Mr. Brenize and seconded by Mr. Tsambiras any further discussion? None lets vote, motion carries unanimously

i. Discussion/Review of the Draft Developer's Handbook for Waterline Extensions

(MP) I have to say even if we make edits or changes to this, this is a brilliant piece of work, Thank you Peggy For putting the time in and organizing this, what a boom this is going to be for the SBA as well as anyone who wishes to develop a line in our community. So I am not sure how deep you want to go in here, but take it away, what would you like to tell us.

(PM) sure, this is finally ready for your review and approval. What I would recommend is that we don't go line item by line item. We have had a couple committee meetings on it. I have met with Forest on it; I have had a great conversation with you on it. What I would suggest is, I don't know if you are in a position to approve this tonight, probably not because you need a resolution, if I am not mistaken

(FM) you would have to have a resolution

(PM) I would recommend if there any comments that you would like to have this evening, either on contact, please don't worry about the format, I have to say that I am not a formatter and we will work on it cleaning it up and making it look nice. If you have any content that you would like to go over this evening let's do that. If you prefer to send them via emails, I am happy to do that as well. If you would like to have a committee meeting go over this again, I kind of think that is not necessarily needed. But I will review this however you would like to do it. A couple of things that I would like to say I think that this is a fantastic document the worst thing that could happen is that it sits in the their with the rest of the binders, this document needs to be given to your contributory municipalities that you provide water service to. And it needs to go with a cover letter that says the SBA has developed a developer's handbook, in accordance with our rules and regulations and we are asking that as developers approach you for plans and approvals and discussions that you provide them with a copy of this, or you direct them to our attention for them to purchase a copy, however you want to handle it.

(FM) one thing that I would comment and I should have said this to you before. You should put a copy right on this, you should put a copy right notation on this, seriously because I could see somebody else coming through and taking it. The other thing I would say in reference to your last comment Peggy is, I would say in my letter to a township that you could provide a copy of this to the developer that comes to see you. I think you should say look there is a developer handbook if you are doing water it is available for purchase at the borough authorities office.

(JE) right

(FM) There is a lot of money in this, and to just say, I can see the other townships making 50 copies of that for whatever, in the meanwhile this authority paid to have it developed.

(SB) I don't know, I think we can go a different approach with it though, electronic copy wise. I think we want to make it clear to these townships that if we have made this available to you to make available to developers and you do not share it with the developers. Whenever we have a developer that walks in here, and is complaining because they don't have water or complaining because they are 6 months into a project and then we give them this. We are going to let them know that you were given this and it is your responsibility to make sure that they were given this.

(KB) the whole reason why Peggy put so much time and effort into this is so that we have something for developers to follow. And that we can send them that way, I would actually almost say put the link on the SBA website and say here you go developers. Here you go, go in download it, please download it so that you make Peggy's job in the long run easier. Because you are then following the handbook and not throwing 642 wrenches in her... I am not saying that we should be handing these out but electronic copies.

(FM) Electronic, that is up to you

(SB) well we work well in some instances with our municipalities that we provide water for their residents. But sometimes we don't, and there are things that don't happen and I think we need to make sure that when we

present this to the municipalities we let them know that we have done this we have spent the effort to do this so we don't have the problem where a developer calls you, six months into a project and what about my water? Like we want to make sure that the gate a developer comes along and stress the importance of we just didn't put this in, so it can sit on your shelf somewhere.

(KB) I actually don't have an issue with handing out a copy to the municipalities either; I don't necessarily know that the borough's resources or the water department's resources need to be spent in making of binding copies of this.

(MP) agreed

(PM) can I make a comment to Steve, that to hit the point home with your neighboring municipalities, would it be good for somebody from the authority to present this at a township meeting. And say we wish to make you aware of the fact that the authority has adopted this. That way then you are on their record, you are in their meeting minutes saying we have developed this, this is now our process for going forward when you have development coming in and they need water.

(KB) being on their meeting minutes doesn't mean anything, I don't have a problem doing that, I think it would be a monumental waste of time. I was on borough council for a long time; I think it would be just as helpful for our borough manager to reach out to ...

(SB) code enforcers actually, is where the important thing is going to be with the code enforcers, If you can get the code enforcers on board and make them realize that by them making sure developers have this, that it is going to make their jobs easier in the long run. Then I think that is the selling point that you go directly to code enforcers for each township.

(KB) the township supervisors need to be aware too

(SB) make them aware but work with the code enforcers, that is whose job is really impacted when they are trying to process things and they are trying to work through a development project and all of the sudden it is held up because oh we didn't tell you nine months ago you need to go to the SBA to get water.

(JE) can I throw this in a completely different direction, we were going to make the developer come to this meeting and be aware that this books exists and before he leaves here he signs something saying that he has received this. If we put this out for everybody and their mother to print off, we are not going to get them in here. If we tell them that they will get it at a meeting, at a meeting that is mandatory, they sign for it, they get it.

(SB) so you are saying part of the resolution and part of our change to our policy and procedures would be that we do not create a job or project without a developer's handbook

(PM) that is in here

(JE) we have to bring these people to the table, before a project or even before we approve a project or the same night that we approve a project.

(KB) quite frankly they should have this in their hand before they come to this meeting

(JE) and I am okay with that as long as Peggy just cleared that up, that there is a place in here that they have to sign

(SB) I am fine with that, you don't have a project until you give us an escrow check and have this in your hand or verify that you read the digital copy

(JE) I mean we can't keep doing this he said she said stuff, it is out of hand, Gandy Manor was a classic example of how bad it can get. I am not in favor of letting these guys move forward without them coming to a mandatory meeting

(PM) and it is in here, when you look at the steps that they have to go through, there is a check list, but right in there we give them a flow chart, that says come to a meeting then, we approve a project where we recommend the project

(MP) so what are our feelings, should this be a link to this document on the website

(KB) I think we should make it available to anybody and everybody, I think it should be readily available I understand that there is a tremendous amount of time and money into this, was to save our management time and money

(MP) so if someone comes to the borough office and says oh, you know can you give me a copy of that, and we suggest just go to the link

(JE) we could keep 5 hard copies available and if they come,

(KB) its \$25

(JE) well 25 cents

(SB) legally you are allowed to charge how much per page?

(JE) 25 cents

(FM) I think it is more like \$50 to tell you the truth

(JE) we can keep 5 hardcopies, and then if they want them we can sell them.

(ET) but the check list is a separate document, it is not part of that handbook

(PM) it is a part of that handbook, it is a living document and we tell them, you need to keep track of this, you sign it in the beginning, and it is a living document as you move forward.

(ET) but you are not signing it in the book, you are signing it separate set of papers

(MP) yes, and according to the new rules, as I understand it the new rules will say we won't open a project unless they sign this document and have all that data

(PM) and come to the meeting and sign the document

(ET) does the escrow have to be paid at that point?

(PM) they come to the meeting we create a project and nobody does anything until the escrow is paid

(MP) so we can open the project but there is no money in it

(JE) nothing will go forward until the escrow is paid

(MP) that is the first time they see this document and they go home and study it,

(ET) I think it should be a link, that the SBA have hard copies here, let's say 5, I think if they ask for a hardcopy from us, charge whatever the fee is going to be for that

(JE) \$25 dollar booklet, easily

(KB) I am concerned about handing a developer this

(JE) we can put them in those little plastic binders

(ET) allow them that they can get it on our website, if you want a hardcopy here it is, you can print it out yourself. I like Forest's idea for the copyright, because there is a lot of work here and if some other township some other water authority, this is really fantastic. And even with the little emblem on there,

(SB) can we pass it next month, I want to make sure that we all make some sort of systematic note that the beginning of the year that we need to look at it. Because when we change members, we don't want to basically want spend all this time and then we don't look at it for 5 years and all of the sudden half the stuff doesn't apply. We make sure that at least once a year somebody in the office is looking at this to make sure that we haven't changed anything in the last year.

(PM) you had asked me to put the fact of where these documents can be located, are we putting all of this on the website?

(KB) my vote is yes

(PM) okay then that stays, so we will clean it up as far as, make it look nice and pretty and we will copy right it and does anybody have anything else?

(KB) I heard Angelo say, we should probably put a watermark on the electronic copy that is going to be available on the pages

(JE) we can do that that is going to be easy

(KB) I have a hard time believing that this is going to be sold in book stores nationwide, but

(MP) very nice work

(PM) thank you my pleasure

(JE) did we authorize Forest to go ahead and draft a resolution?

(FM) yes, I was told too

j. Consideration to Establish a Source Water Protection Plan Committee

(executive session)

k. Consideration to increase working hours of the Water System Administrator

(MP) so this is timely, so we have this interview process that is happening. So Peggy sent an email out asking for more time because she has all these initiatives underway and she wants to complete them, but she is limited by the three days that we originally had stipulated. I had the opportunity to talk to Steve, and Angelo and asked their thoughts on it. With the three of us agreeing, we thought that we can temporarily allow Peggy go up to a 4th day until we come up to this meeting and discuss it here and see what the full board wants to do. The thoughts that both these gentleman had and shared with me was that going 4 days is fine but we should probably define that and put some date in the future where we would review how many days that we are contributing. Peggy does great work obviously we are in review that it costs considerable, and her time is valuable and we are getting great value out of her time. So we have to weigh how much time verses what we are getting, verses what we think we need.

(KB) being the one of the individuals that was not consulted, I am fully on board if she needs more time, than she needs more time and if we want to revisit it in 90 days or 180 days I am fine with that as well. And the revisit could be simply her following up with us in 90 days or 180 days that time is still needed or not still needed.

(PM) for some reason everything is coming together right now, and I will tell you that it has been, the last 30 days with some of the developers has been really difficult and I think that we, we, we have gotten the developers in a mindset that they realize, there is a process that needs to be followed. So things are starting to change a little bit, which is taking a little bit of pressure off and I don't foresee this happening constantly. But right now we have got Possum Hollow and a lot of things that need to happen like that. That is going to take some time, we got DEP coming back sooner or later, we got things at Gunter Valley that need to be done, we got Well #2 we are talking about.

(KB) so do you want to revisit this in 90 days?

(PM) I am happy to do that, but what I am saying is there are times that I will come in and just work a half a day and you cannot imagine just that extra half a day it just takes the pressure off, just having a few extra hours to get some things done and pushed out, it really is valuable, so absolutely and if I feel something different than I will send you an email.

(SB) do you want to go 90 or 60

(PM) whatever you all decide is fine with me

(KB) what would you prefer to do, do you feel like 60 days is going to get you out of the busy time or do you think it is going to be more like 90?

(PM) lets go with 60, 60 days from the taps should be made at those properties

(KB) so we are looking at the July meeting

(PM) I am fine with that if you are fine with that; I will be away July 20th-28th

(SB) I would like to move to increase the working hours of the water system administrator to be reviewed at our regular scheduled July meeting

(KB) July 11th

(ET) and we are moving it to 4 days

(PM) up to

(KB) up to as she sees it necessary

(ET) second

(MP) moved by Mr. Brenize seconded by Mr. Tsambiras, any further discussion? being none, motion carries unanimously

(PM) thank you

6. Financial Review

a. Consideration to approve Shippensburg Borough Invoice for April 2017

(SB) Motion to approve and acknowledge that the transfer of funds has taken place.

(KB) second

(MP) motion carries unanimously

7. Executive Session (Contractual Matters)

(MP) executive session started at 8:15 pm

(MP) 8:34 is there any action that the board wishes to take?

(KB) we need to direct Forest to send a letter to the Shippensburg Borough Council requesting that they submit a change order to the contractor for the Rowe Rd Project as well as getting proposals for the pipe design, the layout design from HRG, for the same project.

(SB) second

(MP) that was a direction, I don't think a motion is needed, but thank you

8. Any Other Business

(MP) Peggy?

(PM) will you be sending an email out for the date for that fluoride committee meeting?

(MP) yes

(MP) Angelo? Kerri? For the Fluoride next Monday, we will shoot for Monday.

Steve? John?

9. Adjournment

(SB) motion

(TP) second

Secretary

Next meeting June 13, 2017 – 6:00 PM