

# SHIPPENSBURG BOROUGH AUTHORITY

SEPTEMBER 12, 2017

6:00 PM

## ROLL CALL

Michael Pimental, Chairman  
Steve Brenize, Vice Chairman  
Troy Pomeroy, Member  
Kerri Burrows, Member  
Evaggelos Tsamiras, Member

## POLL CALL

Forest Myers, Solicitor  
Dennis Hammaker, Retlaw  
Peggy Miller, Retlaw  
John Epley, Secretary

## AGENDA

- |  | <u>Page(s)</u>  |
|--|-----------------|
| 1. Public Comment  |                 |
| 2. Consideration to approve meeting minutes of August 17, 2017               | 1-28            |
| 3. Reports:  |                 |
| a. Engineer  | d. WWTP Manager |
| b. Solicitor   | e. Secretary    |
| c. Water Dept. Administrator   |                 |
| 4. Business Items:   |                 |
| a. Possum Hollow Road Project Update   |                 |
| b. Well #4 Project Update  |                 |
| c. Fluoride Update   |                 |
| 5. Financial Review  |                 |
| a. Consideration to approve Shippensburg Borough Invoice for August 2017     | 29-74           |
| b. Authorize Invoice Payment #4 of \$494,367.09 to Wexcon (Possum Hollow Rd) | 75-76           |
| 6. Any other business  |                 |
| 7. Adjournment   |                 |

## NEXT MEETING

October 10, 2017 - 6:00 PM

## Shippensburg Borough Authority Minutes

September 12, 2017

6:00 pm

### Present:

Michael Pimental (MP)    Steve Brenize (SB)    Troy Pomeroy (TP)  
Dennis Hammaker (DH)    John Epley (JE)    Peggy Miller (PM)  
Forest Myers (FM)    Kerri Burrows (KB)    Brian Kauffman (BK)

### Absent: Evaggelos Tsamiras (ET)

1. Public Comment (MM) Maria Misner Shippensburg Community Park and Rec Board, Planner Southampton Township Franklin County.
- (AW) Allen Dietrich-Ward, Cumberland Valley Rail Trail Committee, SU Professor, SCRPA
- (AW) Cumberland Valley Rail Trail, updates include a bridge over Fogelsanger Rd was finally put in and a one mile extension from the university down to Fort/Earl St. The trail is being extended towards Carlisle; there is a new bridge in Newville. As far as the Shippensburg's end goes, this extension of the Rail Trail has transformed, it was a recreation trail. But adding this one mile extension has really transformed it. It has made it visible to people who have not used the trail before. It has now become an urban trail, what essentially what Rail Trails are in the country. That is recreating those networks in which railroads were the core of the community identity. If you are interested in the next few months you are going to see a lot of things happening at that new trail head. You probably have noticed the restroom and the concession area that has gone up in there. There are plans which I am working on right now, there is an abandoned 1950s boxcar that is buried in the woods, that we are going to be pulling out, rehabbing it and putting a museum inside of it and turning it into a full-fledge multi use performance space. It will have a stage in front of it, it is going to be like the steel stacks, if you have been to Bethlehem. It will be a Shippensburg's scaled version of that, where industrial heritage, recreation and art really come together to help craft the community identity. What I was thinking about, when I started looking at the map, from the wheelhouse cafe and the mill (portion that the University Foundation owns) and you can see the dark line through Roxbury Rd and Orrstown Rd. The trail disappears in here and behinds Baer/Agway, and the backside of Southampton Township Franklin County. From here to here basically the trail corridor is still intact.
- (KB) literally that is going down Clifton Rd
- (AW) so let me start with the different the different pieces. Over the summer we have been working just to see if it is possible that a rail corridor that has been abandoned for more than 30 years. If there is any hope whatsoever of potentially expanding a Rail Trail through that. The advantages are obvious; it connects a big chunk of the water that is isolated from the rest of the borough. In which you have to drive to get to anywhere, I live in park place where every day if I want to get to campus it is impossible, for me to get into town on my bicycle without going out on Rte. 11. If we could get to use this corridor the advantages would be amazing, the high school, the middle school, and the Luhrs Elementary school, Volvo Construction Equipment, the Memorial Park all of them are on this side of town and isolated from the rest of the town. Kids can't get there and back without having to get on the main roads. If we are thinking about how to reconnect that part of town back in. Because remember that part used to be connected to that part of town when the Rail Roads were the main transportation network. So we are just thinking is this possible, it has been abandoned for 30 years, but when you look at the map please note, that chunks of that rail corridor are in public to semipublic ownership. Southampton Township owns a big portion of it, the borough authority has a big portion of it and the key piece here that is right at Earl St, the Shippensburg University Foundation owns. So we just wanted to see if it was plausible that that corridor could be reactivated. We spent the summer doing research and finding out who owned portions of it and we reached out to all of the land owners along that route except for one. There is a little piece here where it is not quite clear who the owner is, we have reached out to whom we think the owner is or who the owner might potentially be. But we are still not exactly clear as to who the owner is. Railroad deeds say Forest could tell you are notoriously difficult to interpret.

Every other owner, the SU Foundation, Madison Creek Apt, Randy Chamberlain, Roxbury Treatment Center all of them, listened to what their concerns maybe. There is no eminent domain here, there is if the community wants it to happen it can that is all there is. Every single one of them has said yes, I am willing to learn more about it, to participate in potentially developing the trail. The borough authority doesn't own any of the original rail corridor, however there is a portion of this rail corridor right through here in which the original railroad corridor was quick claimed. It was purchased by Randy Chamberlain, where his septic business is and literally the rail corridor goes through his office. So during that portion you can see where we go off that trail portion, this is just a proposal (a line on a map). This is where we need, if it is going to happen, to come over onto the farm that is adjacent to the active use of the borough authority property is. This is just a discussion there is no legal agreement here, it is just proof of concept. Randy was interested in the trail he is an avid trail user, he has donated to the race, ride ramble. He is willing and eager to talk about this, but with the caveat, that there is no way he wants the trail coming close to where his business is. So if we are going to build this portion here from Roxbury to Earl, which the core of this corridor. Even if we don't get any further than that that is still bringing this entire portion of town into this trail network.

(KB) so you are here because that field that deviates from Randy Chamberlain's is owned by the authority. The people that live in right in front of Randy's are my parents. So that field is SBA and that is why you are here.

(AW) Yes we are here in part because we want all the land owners and the adjacent land owners, and we want you to know about it.

(KB) you are coming up Roxbury Rd through a cornfield, my question is why are you coming down Clifton where there is no sidewalks and not up Lurgan Ave?

(AW) before we answer that question, let me say this. This is just a proof of concept to show how it might happen. The area that we are really concerned about is really here to here, because we have to get through here. There are different options we can take when we go here. So the reason why we have this on the map is, everybody has to agree with this, there is no way around it. Everyone has to be on board with it, it is because Roxbury is super enthusiastic about this, and they offered not to just let us go on the edge of their property but to actually go across the front of it so we don't have to go on Roxbury Rd at all and be able to cross at Clifton. Just proof of concept, Southampton Township has a right of way here, and the reason why we would go here is Clifton is the shortest way to get back to the railroad corridor

(KB) it makes sense, my only thing is I know what land Randy owns and I understand where his building is, but his driveway connects to Lurgan Ave.

(AW) and it is possible that it can go that way. So the point of all this is, once we can get an agreement on this piece, then we will figure out what we are going to do out here. Not because it is not important but because we already know that we can't stay on the corridor there, we are going to have to go out on the road somewhere whether it is Lurgan or it is Clifton

(KB) where does the Rail corridor go from there?

(AW) it disappears; we are going to have to make sure that the folks on one of these roads are okay with having a bike lane going down their road.

(KB) if it is just a bike lane it is not an issue, the problem with that specific part, with the borough of Shippensburg, is the road is not wide enough.

(MP) here are the questions for us, so Forest if we were to agree, what sort of legal or is there any legal difficulty or do we put ourselves in a difficult spot, are we opening up ourselves to liabilities, etc.

(FM) the first question that I would have, is there some kind of insurance

(AW) all these issues remain to be figured out, there are rail to trails all over the place that go through easements and right of ways and go through 99 year leases. In fact in Carlisle right now there is a trail that connects to the Allen Road and West End Borough trail, it goes behind the warehouses. My point is just we are going to have to figure all this out before all this over, and don't worry, what we really want to know in short is, is SBA willing to negotiate a conversation with us to figure out how it can happen?



audit that occurred last week. What came out of that I believe is their reinforcement to schedule a pre-application meeting with them on the renewal of the docket for Well 1 and so they reinforced what our belief was in everyone's best interest to keep that moving along. 5. Gunter Valley changes, Peggy will discuss this. Michael I know that you talked to Brian about an item we discussed last month, about doing some kind of review of the capacity of the Gunter Valley Plant. We spent some time throughout the last month in the intervening time internally with our staff trying to come up with what I thought you needed and what you really wanted right now as far as that review goes. I think Brian talked to you about that, and I don't know if now is the best time to talk about, if so I can do that briefly

(MP) please do

(DH) there is a wide range of things that could be done to assess the plant between doing just an initial assessment of the capacity of the individual items to a condition assessment and also estimates of how much it would take to actually upgrade the plant if you wanted to make a certain amount of capacity available through the plant. I think we came down believing that what you probably wanted and needed right now was just our initial review of each of the unit processes in the plant to determine what the capacity of each process was and see where you are limited in terms of treatment capacity and then look at that and come back to you with that assessment and let you decide how you would like to move forward if you want to look at that the cost to upgrade for a certain capacity to a little bit more than that would take in terms of improvements and cost and so forth. What we came up with was looking at each process from the filters to the settling and the mixing and the disinfection and all those things against current regulations. I think the number he told you was \$4800.00 and that is just our time reviewing regulations against each process in the plant based upon looking at the record drawings, not a field study not a condition assessment just say the tank is this big it should be able to do this much capacity and then looking at each part of the plant that way and giving you a brief letter report. Here is the capacity, here is the capacity of each of the units, and here is where you are limited in capacity. If you wanted to increase you would have to look at these items and what it would take to get more capacity by either installing more tanks or more filters. We know right now for instance disinfection is an issue, because we had that problem last time when we did that change and we had the FPPE, so we know that is going to be an issue. But there may be other parts of the plant that are somewhat limited.

(PM) I can talk about that in a minute, Nick and Kim are going to be onsite from DEP on October 2<sup>nd</sup> or 3<sup>rd</sup> when we make those changes. I am taking time to talk to them about exactly what North Middleton did to put the tank in and then the folks at the water plant, they are the first customer and they are the problem. The operators can't drink the water that they are producing because there is not enough contact time. If we put a day tank there, a 200-300 gallon day tank for potable water that we bring in from the tank that is a quarter of a mile down the stream we have water for them. I want to talk to them about that. I will get to that in a minute

(DH) so it is a matter of whether if you would like for us to move forward to do that, we think that we could most likely have that done by the next meeting if it was a priority for you

(MP) just a review for the record, what we are looking at here is since there is consideration to increase the capacity at the Gunter Valley Treatment Plant from the current 650,000 a day to a million or more, because we understand that a million more may be available to us from Letterkenny. It seems prudent to look at the plant to see if the plant in fact can handle that volume. What you are suggesting is for a cost to us of \$4800.00 that Rettew can look at the different elements within the plant and describe to us their ability to increase capacity, how much capacity it can handle and any choke points. And if there are any choke points what the cost would be in remedying that.

(DH) this doesn't actually include the cost, what we would do is just tell you the capacities, where the choke points are, identify those and come back to you for now that we know how much each one is and we know which ones if you wanted to go to a million gallons which ones would have to be improved upon and let you make that decision before we spend that money.

(MP) got it, we good with that

7

(KB) I think we should act sooner than later, legally get it on a piece of paper that it is ours

(PM) so what we need Forest is some kind of record drawings

(FM) you are not going to get record drawings, I'll ask you to do this is to reach out Scott and tell him that we need a deed of dedication and we the deed of easement

(SB) what kind of pipes are out there?

(TP) probably ductile

(PW) I am pretty sure it is ductile, so the deed of dedication and what else? easement

(KB) who is going to reach out to Roxbury Holiness

(FM) Scott will, Scott Burt who is their engineer

(PM) I will tell him and then he can pass it on to his client and then the negotiation to who pays for it will begin, that is all I have for you

(FM) they should pay for it

(KB) how much would it cost if they don't agree to pay for it

(FM) the biggest cost is going to get and easement, doing the drawings for the easement

(KB) well the easement is on them that is something they want but to dedicate the line to us

(FM) a couple of hundred dollars at the most

(PM) the easement defines the location of the line and by leaps and bounds where it is physically so that the authority has legal permission to go and do work within that designated area when they need to do it

c. Water Dept. Administrator (PM) 1A. SRBC audit and inspection- it well very well and they discussed all 4 dockets and the docket that came up most for discussion was Well 1 because it is up for renewal. They went through the process of docket renewal including data collection. And they strongly urged us to sit down ahead of time and in the very near future with them because as normal procedure and practice as part of the docket renewal we are required to do aquaphor testing for well 1, that means we pump and don't put it in the system we just pump and discharge it, well what a waste that would be. So our proposal would be let's look at our historical data, capture what you think is most important and we ask for a waiver for the aquaphor test. That would occur not just simply writing a letter that occurs at a sit down meeting. So I would urge that Dennis or Brendon whoever is leading this charge start pursuing that meeting so that we would not have to over pump Well 1. That was the first thing that came out of it. We also had a discussion, as Dennis has brought up in the past, that last year because of the fact that Well 3, we were in a drought we weaned off of it. They talked about doing the same thing with Wells 2 and 3 and I mentioned to them that Wells 1 and 3 are actually in the same recharge area and we can't pump both of them at the maximum amount at the same time. And I asked can we pump Well 1 for a month at permit speed and back off Well 3. And then the next month pump Well 3 at a permitted rate and they said they believe that but these are all the questions that need to come out a formal meeting and be discussed prior to submitting any docket application. So again one more reason for us to get this meeting going and then the final question that I asked them. As we had discussed Michael, I just very gently talked about it because we did discuss Gunter Valley because it is the surface withdrawal and not a groundwater withdrawal and SRBC has a memorandum of understanding with DEP that they SRBC will abide by DEPs permit. so the authority has a water allocation permit from DEP for 0.65 million gallons per day. But if you read the official docket, when this originally came out that was given from SRBC to the Franklin County General Authority because of their docket, it says in that docket they grant for the capacity of the Letterkenny reservoir they are given an extra 1 million gallons per day due to the authority. So that is in there. So you don't need to go and ask for a million gallons because you got it. It is a matter of making the permit come up to the docket.

(SB) we got that in lieu of walking away from Gunter's Reservoir, correct? That is how that ended up. The capacity of Gunter was transferred over to Letterkenny

(PM) so all in all we have one follow up email and I think I forwarded that to you from the SRBC, everything went smoothly, they were happy, we were happy and that was that. B. FPPE new chemical feed pumps

9

(SB) the idea is to identify if we do move down that road, to know what the expenses are going to be so we don't start negotiating for 6-9 months with Franklin County

(DH) to identify at least which processes need to be reviewed in more detail and cost developed

(MP) I think that brings the questions right back to, is that plan still viable? In today's world is it still viable? If you pull more water through there and drive that per gallon cost down then it probably is. If you can't and if the cost to increase the capacity is so significant it raises a question that we would all need to sit down and talk about together.

(SB) you will have some cost increases in chemicals but you would have the same man hour, electric

(KB) the reality of the situation is \$4800.00 so there is no down side to doing it, so we should just do it.

(MP) let's do the study and find out what that plant can do.

b. Solicitor (FM) I have a brief report, one item we will talk about in executive session that is the Lurgan Pump site. I have told you what is happening at Well 4 with the Allemans, we did send them a check to extend the licensing agreement and additional 6 months the option agreement always was for a year and again it can be extended. I don't have anything other than the general things I do every month.

(PM) I have a couple questions for you. 1. We did talk about, you, we are expecting back a signed agreement from the township for 253 Pin Oak Lane. 2. We had some back and forth discussion; I have it on my report to talk about Cressler. So we are okay to move forward with his request? Is that your opinion, to pay in lieu of losing it?

(FM) I think that was something we were going to talk about with the authority

(PM) okay so we will talk about that later, the next thing I have is what came up at the last meeting with the discussion as to who owns the water line out by the Roxbury Holiness Camp and the reason why I am asking that is because I had a call from the consultant who is developing immediately across the street from them which was discussed there is a dollar General to go in across the street. The consultant said to me nobody will answer the question, whose water is it. And I said well you ask a very good question.

(FM) here is what I would say to that, if you read that agreement, for the first five years the Roxbury Holiness Camp was maintaining the ownership. After 5 years it was supposed to become the property of the authority, but there was never any deed of dedication, there was never any easement given to it. In my legal position, they still own it because they never followed through with what was required. That goes back sixty years, so it is as much the authorities fault as it is Roxbury Holiness Camp. Back in those days it wasn't the SBA that was managing the water system, it was the borough. Much like what has happened with the sewer, so if they want the authority to own it then we need to have a deed of dedication and an easement.

(KB) don't we want us to own it?

(SB) we have not done any improvements or touched that line since it went in?

(FM) not that I am aware of

(SB) tapping another user on to that line establish the fact that we own it?

(PM) don't we have taps on that

(SB) we have taps on that line, we have established, isn't this one of those things if basically you acted like you owned it, legally if we have tapped lines on it and we have acted for the last 50 years that we owned the line, then we own the line.

(KB) I am not going to disagree that we don't need to clear the waters up but I would think that more than it benefits them it benefits us

(FM) again, I am taking it from a strictly hardcore legal point of view

(KB) so what do we need to do to make it ours

(FM) deed of dedication and we need the easement

(KB) so do we need to reach out to Roxbury Holiness, sign these two pieces of paper

(FM) it may or may not be that simple, and it is good that we are talking about it now because they are in this project and need to work with us, so they are going to need to do an easement

8

ordered. I have the email that I sent out November 4<sup>th</sup> of last year identifying the items that we needed. We set aside \$160,000 in this year's budget for items that we needed to upgrade so the money for that, those chemical feed pumps was included in here. That is a budgeted for item. C. One water leak. D. I have unaccounted for water. This will be a line item for next month, just as we have the fluoride update. There is a lot of issues for unaccounted for water and I don't want to get into it tonight except to say that we have a high rate of unaccounted water for a variety of reasons. It is something that we all need to work towards because there is a cost to produce, generate, treat and get the water to the customer. So we incurred a cost for that and if we are losing income because it is not being metered and if we have leaks all those things add up to lost revenue.

(MP) it is the financial health of this organization and to be wasting water or have water go for unaccounted and unpaid for is just not right so we need to fix it.

(KB) last meeting, weren't we going to do a meter check?

(PM) I will talk about that in a minute

(MP) Peggy will spearhead all those items and make an agenda item, means that we will be focusing our attention on it at each meeting.

(KB) perfect

(PM) E. SCADA updates, I have one very humorous thing to say, and I will just put this out there for anybody who has gone through the pain of this, as you all know a couple of weeks ago we had a new area code in PA, and even if you are in 717, you have to dial 717. Our SCADA apparently we forgot to reprogram and put in the 717 and we were missing alarms and operators were panicking and we had two weeks of real problems not getting these damn alarms and we had TRI-STAR to the wall asking them what is going on here. And he finally went in and said you didn't put the 717 area code in, so if any of you have home alarms or anything, or any kind of an automatic whatever make sure you put the 717 area code in and guess what, it worked like a charm. So that has been resolved. F. hydrants no updates. G. Schreiber, we are no longer reading them Sat/Sun or holidays. I do have in here for you and will continue to give you monthly updates. Schreiber we will continue to read daily, because they have a daily allotment of 630K gallons per day your agreement reads with them if they have one day out of the year that is over they have to buy 50 EDUs. So we will continue to track that daily, I am pulling numbers off of the SCADA. SU Chiller is unique in that this is used for HVAC, which means during the winter months they don't really use a whole lot and then in the summer depending upon the temperature they use it like crazy. The agreement with them allows for them to use 53 EDUs is what they have been granted that is their capacity. But that is evaluated quarterly and if any 4 quarters go over then they have to buy EDUs which means that they can use a ton of water in the summer, and then use a leeny little bit in the winter and then they are okay scathing by. So I am just bringing that to your attention.

(SB) so is the language for quarters averaged or 4 consecutive quarters

(PM) the average of 4 consecutive quarters, so what I am told from staff is historically this was a real stickler point because the authority was concerned that they knew that there would be times when they would be using 3 to 4 times the 53 EDUs, so that is the way the agreement stands, well it is not really an agreement it is a letter.

(MP) the whole history on that thing, they were likely using more than that before but it was unmetered and they hadn't paid for any EDUs. They were paying the meter fee but no EDUs were grandfathered in so this was a check to make sure that they weren't going to use more than 53 EDUs in a year if they did in a year then they would have to pay for them. So that means so basically what they told us is probably working out the way they said it would. They have taken other items offline other old chillers offline and gone with this new one which appears to be more efficient.

(PM) so you will get these two spread sheets every month as part of your package and we can discuss them. One other thing I wanted to say is that we will be doing Fall hydrant flushing I am not sure when and I will get to that in a minute, because we will be taking Gunter Valley offline for possibly 4 or 5 days. So we don't want to

10



(PM) they are, yes. So I agree and I spoke to Nicole and she said that this is very vague and almost subject to individual interpretation and we need to get away from that.  
(MP) Would we be able to bring back some recommended language for clearing up this issue? Let's put on the agenda a discussion next time on how we want to handle grandfathered or inherited EDUs that in all likelihood that you would never pay for. Let us adjust our policy to reflect that contingency  
(FM) This could become in all honesty this could become a very important decision to the authority because, let's just say Schreiber closes down for two years and somebody bought it and they say okay we have 3000 EDUs or whatever they use and all of the sudden they don't get their project up and running and in two years we say...  
(PM) or they want to sell them to somebody  
(FM) that is the other thing that could come into play if you are going to revisit this whole situation, is would you ever permit someone who has multiple EDUs, say a warehouse that has 50 EDUs and they just restructure their whole plant and they only need 10 EDUs would they be permitted to sell those EDUs to someone else.  
(MP) that is a good question  
(SB) I guess the question at hand is do we want to accept \$346.50 a quarter. I guess the idea is that they want these 9 because they are going to develop on this side of Orange St.  
(PM) eventually  
(SB) sometime in the near future, or the next couple of years they want to develop on Orange St  
(FM) their original plan was to tear down those three houses  
(KB) well the conversation surrounding this last meeting was that they were done, because this whole thing came up that their EDUs were running out and we have notified them blah blah blah, that is why this is an issue  
(SB) I guess that is the question since we are in fuzzy land, do we want to accept \$346.50 a quarter?  
(KB) I think ultimately we don't have a choice, our legal counsel is telling us it is fuzzy.  
(MP) so the question is do we communicate back and say you know we reviewed the policy and yes you can pay.  
(PM) I think what he is waiting for, he asked questions, he said do you want me to bring the check in today and that was August 31<sup>st</sup> to pay and we did not respond.  
(SB) so basically the understanding would be that it would be in the beginning of each quarter so they ended on the end of August, so basically now we didn't get back to them, so Sept 1<sup>st</sup> \$346.50 was due and then Sept, Oct, Nov  
(PM) we would prorate since it was in the middle of a billing cycle, I think. But we will figure that out and start billing him.  
(MP) at least it is only 9 EDUs and it is a wakeup call for us to look at this policy again. The center of our town is all old old buildings and they all have inherited EDUs and sort this out and have a real clear path forward.  
(FM) keep in mind we never charged one cent for EDU before 1988. I mean never charged a penny.  
(PM) the only other thing I am going to say about Gandy Manor is stay tuned, because I think we are going to get into some discussions about occupancy again. And I have documentation that I met with Mr. Cressler and on the site July 21<sup>st</sup> with his contractor, he has yet to select a contractor. I have had DH Martin in here yesterday and he said what is this? Mr. Cressler is still continuing to get quotes for the relocation and the abandonment of the water line. We have it very well documented; he does not get one permit until that is done, tested.  
(FM) one occupancy permit  
(PM) No, one meter installed until this is done. He has told me again, he has contracts and leases written for October 1<sup>st</sup>. I told all three of his contractors that bid on it, we need shop drawings approved before you move one scoop of dirt or bring one piece of pipe on site. Shop drawings will take 1 to 2 weeks.

15

(SB) this authority has made it very clear, that we are more than willing to work with anybody to get through hurdles and help him navigate. We are not responsible when somebody causes their own problems.  
(PM) I am just bringing this to your attention that there may be some more sparks flying over this.  
(KB) it is possible for us to refuse water to somebody because of bad business practices  
(MP) only if they are not following our policy, that is really our only legal standing if they are not following our policies as written than we can deny them  
(KB) so if it a constant detriment to government organizations to deal with a specific group  
(MP) we can't refuse him that is specifically stated in the authorities act we can't do that.  
(PM) we talked about the fire hydrant at Pin Oak so we will schedule that once all that paperwork has been signed sealed and delivered. I did tell you that I did get a request from a consultant, Alpha Engineers who represent Dollar General out in Roxbury area across from Roxbury Holiness Camp. I sent him all the paperwork and here is what I need and I needed it last Thursday for this meeting. I gave him the developer's checklist and this is what you must follow and you must come to a meeting, so I have not heard back. I met with the Byers Farm folks and Dave Thomas last week, they have presented, and I wasn't allowed to take it. But there are plans for the Byers Farm and so they are moving forward with that.  
(SB) do you remember the size  
(PM) yes 1.4 million square feet, it is one building for the whole property, and unnamed tenant put out a RFP and they responded to it. So they should hear by the end of this month if they are at least in the running for it. Then the only other thing I have is the Roxbury Holiness Camp, and we already talked about that. Any questions?  
(MP) any questions for Peggy concerning her report?  
d. WWTP Manager (JE) I provided the update from Lance who is no longer employed with the borough but is now subcontracting through the Borough. So he has given me an update here, this is the most recent update. At the bottom you can see that things are running fairly well. The design continues, the engineers were out yesterday doing more measurement for the headworks, as with the water department, we are operating without a manager at the WWTP as well. So we do have some employees that are team players and are willing to work with the borough to keep things afloat and moving forward. They are down another employee, we had a young man leave at the end of last month, after creating quite a stir, and he left anyway. I have yet to fill that position, I have not advertised that position and based on some discussions with the former manager and the current person who is currently overseeing everything, they don't see a need to at this point fill this position, yet. Until I see a dire need for another employee, we are going to keep on going the way we are at this point. If anything we may hire somebody in a duplicate position of like a maintenance worker as opposed to a equipment operator because we need more laborers than we do someone sitting on a backhoe or driving a truck. You see that the sludge pad, I didn't provide the picture I thought it is at least 75%-80% complete from what you can see in the picture. It is going to be a real benefit to us, so when we run out of storage we will have to take it to landfill. The landfill is very expensive so we should be able to carry ourselves through the winter months once this pad is complete. It will end up paying for itself in no time. Other than what is on here, I will try to answer any questions the best I can.  
(MP) any questions for John concerning WWTP operations?  
e. Secretary (JE) Well, we pretty much covered the things I did want to talk about, Michael talked about the EDU status, we had chatted about this last week, as you know 202 E Orange St came down. The borough had it demolished, so the question was what do we do, and Michael brought up a good question. What do we do, if someone comes along within a period of time that we allot for not charging another EDU? What happens if somebody comes along do we give credit to them? Do we withdrawal that, do they have to pay another tapping fee?  
(KB) why can't the borough just give us back the EDUs when they take a property through eminent domain? Why don't they sell them back to us, whatever, then it is no longer an issue.

16

(MP) I think that would be the borough in that particular case, I think we would need to look at it overall, if it is a commercial transaction from one to another.  
(KB) agreed, but in this particular case why can't they just give us the EDUs back  
(JE) once we own it, but we don't own it  
(KB) but you are in the process of taking it  
(MP) I would tell you that if I were the borough I might not want to do that, because my property with the tap is worth more than the property without the tap  
(JE) and it is both water and sewer  
(TP) maybe they would be better off to pay it, pay the monthly fee  
(JE) that could be an incentive for somebody to buy the property  
(TP) water and hookup fees included  
(JE) we need to come up with some sort of policy to deal with that, we can add it to the rules and regulations fairly soon. That was the one thing I was going to talk about Peggy and I just to give you an update on where we are dealing with the employees that work for you through the borough. In the very near future, Peggy and I are going to be meeting with the water employees. We have some issues to deal with and we plan to deal with that. Peggy is in the process of relocating her office out to the maintenance facility where Louis's office was. Peggy has agreed to take on a more active role for the SBA and the Borough and that she is going to make sure that there are daily tasks assigned when the crew goes out.  
(MP) okay anything else John?  
(JE) that is all I have  
4. Business Items:  
a. Possum Hollow Road Project Update (MP) is there more to say?  
(DH) you can see in my exuberance, I stepped ahead of the agenda again, and I apologize for that  
(SB) Am I reading this right that it looks like we are within 1% of budget?  
(DH) right now the claims to date are, \$13,000 out of \$1.2 million dollars and approximately half of that was the sinkhole remediation which again nobody could have foreseen or done anything about. Yes the total \$13,000 is just barely 1% of \$1.2 million dollars which I am generally happy on a complicated construction project if you are within 5%.  
(KB) I think that is great  
(SB) that is the contract price not the original budgeted, that is what they bid, correct. It is a percent of what they bid. So we are drastically under budget.  
(DH) I will say I have not done the final counting for final quantities and some of those are up and down so you may see, certainly the number of services is going to be more. You are getting reimbursed for those.  
(KB) Steven even said that the contract price came in significantly lower than our budget  
(DH) yes we are way below the budget  
(JE) I would like to say, think of where we were last year, we were in the midst of a law suit. Now we are all but completed, and I said this in an email last week. Dennis and Peggy and the entire board, these two really took the heat off of not only the SBA but me as the secretary and the borough manager. This woman went out to the site and took care of dealing with the upset people, and the crashes, the drivers and the church people, all that and in was insane and she dealt with that. She took the heat off of me and Dennis kept me informed every step of the way and kept me updated with all the billing, and the complaints from Wexcon. I can't remember a project that I ever worked on that went this smooth considering where we were a year ago. I can't say enough for Rettew and especially Dennis and Peggy, they did such a great job and it is greatly appreciated. The team we have here is outstanding.  
(MP) well said and seconded, good work both of you; you made us look good,  
b. Well # 4 Project Update (MP) anything else to add

17

c. Fluoride Update (SB) I think the first action is going to be about what Troy brought up. It will be about doing a survey so we can look at how many of our customers want to continue to have fluoride. Then at that point it becomes how to make fluoride safe for our employees and work with the school district and Dennis to make sure that their part of the community fluoride program is adequate.  
(KB) we just have to decide what we are going to put on the survey  
(SB) and also figure out how to do the survey because we can't just send it to our customers, because many of our customers are not our consumers. If we just sent it to everybody who got a bill we are not going to get a true reading of who is actually utilizing the water.  
(KB) in this particular instance we want our consumers versus our customers  
(SB) we want our consumers whoever is drinking our water and utilizing the water and not whoever is paying it to be the ones who are giving us the information on what they think about it.  
5. Financial Review  
a. Consideration to approve Shippensburg Borough Invoice for August 2017  
(SB) Motion to approve and acknowledge that the transfer of funds has taken place.  
(TP) second  
(MP) motion carries unanimously  
b. Authorize Invoice Payment #4 \$494,367.09 to Wexcon (Possum Hollow Rd)  
(TP) so moved.  
(KB) second  
(SB) to the best of your knowledge is that the currently what we owe Wexcon?  
(DH) yes there is still \$60,000 in retainage, so they have earned far more than this and a few remaining items that they have not billed totally because the cutoff was the end of last month. All these payments have my signature on them because we have reviewed them and recommended them to you.  
(TP) I am assuming we get with Matrix, shortly about their share  
(MP) thank you for bringing that up  
(SB) well matrix the \$300,000 that doesn't change it is the percentage on things moving forward that we will need to get through with the Byers Farm and CVRDC on continued development  
(MP) what is the right way to do this, do we send a letter to CVRDC telling them that the project has been completed prior to the date of our agreement and give them the new amount, let them know what it cost going forward?  
(FM) I think that would be the appropriate way to handle it  
(DH) let's get a final change order together  
(SB) engineering costs and everything has to be in there, so we need the total cost of the whole project and when we have those numbers figured out and say as per our agreement...  
(FM) this is what your EDUs are  
(MP) so we are not quite ready to do that, because we don't have the final numbers yet  
(DH) I would hope to have it by next meeting  
(MP) okay very good, we have a motion we have a second to pay Wexcon \$494,367.09. Any more discussion? motion carries unanimously  
6. Any Other Business  
(PM) I did forget one thing. I wanted to bring up the post office. Apparently it was brought up to Kevin's attention last Wednesday or Thursday night. There was leak in the side walk in the water line right in front of the Post Office at their curb stop; apparently they had a leak there before. It has been leaking and it is getting worse, it is actually heating the sidewalk. We have probably received 15 phone calls, people walking in, and people actually starting to get upset. Asking us when are you going to get that fixed. Kevin when he found out, I think he got a call from the mayor; he went and talked to the post master. They do not own the building but they have a reporting procedure when you have a maintenance issue, you dial this central office number, you punch in whatever and

18

