

MINUTES – STORM SEWER UTILITY ADVISORY COMMITTEE MEETING

Tuesday, March 19, 2019

1. GENERAL . . . The Storm Sewer Utility Advisory Committee meeting was held Tuesday, March 19, 2019 at 3:00 p.m. in Council Chambers on the first floor of the new Utility Departments Addition to Borough Hall, 100 South Second Street, Chambersburg, Pennsylvania. Present: Members Carla Christian, Alice Elia, Tanya Nitterhouse, Ken Adams, Mike Kalathas, Tim Murray, Edward Peters, Phil Tarquino and Jason Warrenfeltz. Advisors Phil Wolgemuth, Assistant to the Borough Manager, Andrew Stottlemyer, Storm Sewer System Manager, Zach Rice, Salzmann-Hughes Borough Solicitor, and Bruce Hulshizer, HRG Financial Services Project Manager. Absent: Members Herb Dolaway, Bill Kick, and Bernie Washabaugh, Jr.
2. VISITORS . . . (See attached)
3. Mr. Stottlemyer informed the members that this was their second meeting and reminded them that at the first meeting they went through the general things he does, complaints and tasks that relate to the Chesapeake Bay Pollutant Reduction Plan. He asked the members how they wanted to receive the minutes prior to the meeting and the consensus was to have them emailed to members so they could review before the meetings.
4. APPROVAL OF MINUTES – Ms. Tanya Nitterhouse asked that the “H” in SunnyHill Properties be capitalized. Once this change is done, minutes will be posted on the website.
5. RECAP, NEWS & UPDATES
Mr. Hulshizer presented the Committee with a Power Point presentation that recapped the storm sewer pipes, inlets and related infrastructure located in public right-of-ways and that their conditions need to be assessed. He pointed out the different levels of service and explained that the Borough’s service level falls into the average/expanded level. He discussed the current level of service budget which is \$583,000 but it did not include PRP project implementation, regular pipe flushing and inlet cleaning, system assessment such as CCTV, significant capital improvements and street sweeping and leaf collection which is currently under a separate budget. He pointed out that the Sanitary Sewer Annual Budget is currently \$6.4 million. He showed several areas that Mr. Stottlemyer provided to him that currently need improvements.

Mr. Stottlemyer informed the Committee that areas of the system are failing; where it looks like there’s a pothole in the street, upon further investigation, often times a failing storm sewer pipe or box culvert is discovered.

Member Warrenfeltz asked if they felt that maybe the road salt application had anything to do with the deterioration of the areas and Mr. Stottlemyer said that it probably doesn’t help. He informed the Committee that the areas that were being pointed out were actually in the process of being repaired.

Mr. Bill Everly, L/B Water Service, inquired why the Borough didn’t use aluminized pipe instead of concrete because it has a 100-year life span and probably costs half the price.

Member Nitterhouse asked if any studies have been done yet to determine what costs are involved; she felt that if they knew what needed to be done, specific products that could be used and all the cost involved would give the group a better idea of what direction to take.

Mr. Peters asked if they have identified all the Storm Sewer pipes and inlets and Mr. Wolgemuth said that they know where they all are but can’t see what condition they are in without scoping them.

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Mr. Everly said that the Borough was on the right track; he said that the City of Harrisburg neglected their system and streets started to collapse and cost them \$2 million. He felt that the Borough should address the most problematic areas before anything major goes wrong.

Member Nitterhouse suggested picking out and targeting the top ten and get them televised first and to bring back the hot spot areas to the Committee.

Member Christian asked how Lower Paxton and the Carlisle area came up with their numbers and what types of factors they used to determine fees.

Member Warrenfeltz asked about looking into the breakdown of the Sanitary Sewer Annual Budget in order to use it for guidance with their decision making.

Mr. Stottlemeyer said that the Borough could do most of the work themselves but this would require pulling other Departments from their routine work. Sometimes it is easiest to hire a contractor.

Member Warrenfeltz said that having accessibility to the equipment is half the battle.

Mr. Stottlemeyer said that there may be an option to share employees with other Borough Departments.

Mr. Hulshizer advised that the Committee should develop a 5 year plan for assessing the system. They haven't televised the system yet but maybe some televising could be completed in the next few months. Then they would have a more realistic idea of the cost involved for the 5 year plan.

Ms. Nitterhouse asked when the grit and loose cinders would be cleaned off the roads due to the potential for material washing into the storm sewer system.

Mr. Wolgemuth said that the Public Works department pays for the street sweeping. He said the Borough is unique in the fact that the Ordinance also allows residents to sweep their leaves into the street for pick up. He said that this sometimes results in leaves covering the storm drains and clogging the system.

Mr. Stottlemeyer said that they need preventative maintenance; sometimes the life of a particular storm sewer system may be saved if the pipes and inlets can be cleaned out.

Mr. Hulshizer said that this is where public education comes into play. The Committee can educate the public to make it more understandable. He said next month they would come back with specific budget numbers to get feedback.

The next meetings will be held April 16, 2019 and May 21, 2019.

The meeting was adjourned at 4:12 p.m.

Respectfully submitted,



Cindy Harr
Secretary II

BOROUGH OF CHAMBERSBURG

Sign-In Sheet: Storm Sewer Utility Rate Structure and Credit Program Advisory Committee

GENERAL PUBLIC

	<u>Name</u>	<u>Street Address</u>	<u>Email Address</u>
1.	BILL EVERLY	910 Leidig Dr	bill.everly.jr@lb20.com
2.	Brianne Spulmer	1161 Franklin Springs Rd	
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BOROUGH OF CHAMBERSBURG

Sign-In Sheet: Storm Sewer Utility Rate Structure and Credit Program Advisory Committee

ADVISORY COMMITTEE MEMBERS AND BOROUGH REPRESENTATIVES

	<u>Name</u>	<u>Organization</u>	<u>Revised Contact Info if Applicable</u>
1.	Ed Peters Jr	CASD	
2.	Tim Murray	Summit	
3.	Jason Warrenfeltz	Watson College	
4.	John Williams	Sunny Hill	
5.	Michelle	Archery	
6.	KEN ADAMS	KING STREET CHURCH	
7.	PHIL FABIANO	Franklin County	
8.	Alice Elia	Borough of Chambersburg	
9.	Carla R Christian	Chambersburg YMCA	
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Chambersburg Borough
STORM SEWER UTILITY RATE STRUCTURE AND CREDIT
PROGRAM ADVISORY COMMITTEE
March 19, 2019



Meeting #2

AGENDA

- 1. Recap, News & Updates**
- 2. Levels of Service**
- 3. Current Storm Sewer Program**
 - a. Budget**
 - b. Efforts Not Included**
- 4. Needed Improvements to Program**
 - a. Areas of Need**
 - b. Capital Improvements**
 - c. Budget**
- 5. Closing Questions and Discussion**

Storm Sewer Utility Rate Structure and Credit Program Advisory Committee Meeting 2

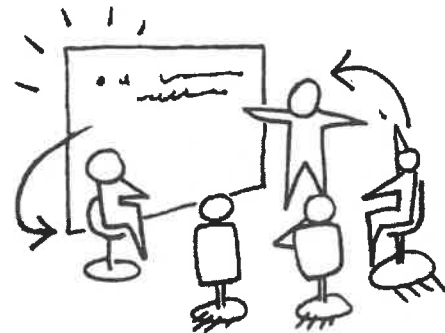


Chambersburg Borough
and
Herbert, Rowland & Grubic, Inc.

March 19, 2019

Agenda

1. Recap, News & Updates
2. Levels of Service
3. Current Storm Sewer Program
 - Budget
4. Needed Improvements to Program
 - Capital Improvements and Budget
5. Closing Questions and Discussion



Storm Sewer and Common Problems

Drainage runoff from **impervious** ground surfaces is the principal concern of the Advisory Committee.



Increased Regulation of MS4 Communities

- **Unfunded Federal Mandate**
- **Broad permit requirements (six MCMs)**
- **5-years to Complete Pollution Reduction Projects**
- **Likely further requirements in 2023 permit**

E. The permittee shall develop and maintain adequate legal authorities and shall maintain adequate funding and staffing to implement this General Permit, including the SWMP contained in Part C I of this General Permit.



Storm Sewer System

- 1) Storm sewer pipes, inlets and related infrastructure located in public rights-of-way:
 - **380,000 feet** of pipe, 32 miles of open channels, 11 miles alley conveyance, 2758 inlets, 83 detention basins, 39 rain gardens, 103 subsurface detention
- 2) 132 Discharges/Outfalls
- 3) Much constructed by developers
- 4) Condition needs to be assessed
- 5) Much reached end of serviceable life years ago



Program Level of Service

Level of Service	O&M	Planning & Compliance	Capital Improvements
Exceptional	Fully Preventative/ 100% Routine	Comp planning, NPDES compliance	Prioritized/Fully Funded
Comprehensive	Mix of routine & inspection based	Priority Planning	Phased/allocated budgets
Expanded	Inspection based	Reactionary Planning	Inspection- based/moderate budget
Average	Responsive only	Emergency	Critical needs only/minimal budget
Minimal	Non-Responsive	No Planning	No planning/No budget

↑
more proactive



Current Storm Sewer Program

- MS4 program management
- PRP project planning
- GIS
- Minor storm sewer repairs



Current Storm Sewer Program

- MS4 program management
- PRP project planning
- GIS
- Minor storm sewer repairs

Not currently included:

- PRP projects implementation
- Regular pipe flushing, inlet cleaning
- System assessment (televise)
- Significant capital improvements
- Street sweeping & leaf collection (under separate budget currently)



Current Level of Service?

Level of Service	O&M	Planning & Compliance	Capital Improvements
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Goal for Level of Service?

Level of Service	O&M	Planning & Compliance	Capital Improvements
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↑
more proactive



Current level of service budget

Function	Current LOS
Operation & Maintenance including MS4 Compliance	\$90,000
Capital Improvements/Reserve	\$266,000
Administrative/General	\$227,000
Total Annual Budget	\$583,000

For reference: Sanitary Sewer Annual Budget = \$6.4 M

Not currently included:

- PRP projects implementation
- Regular pipe flushing, inlet cleaning
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Needed Improvements to Program

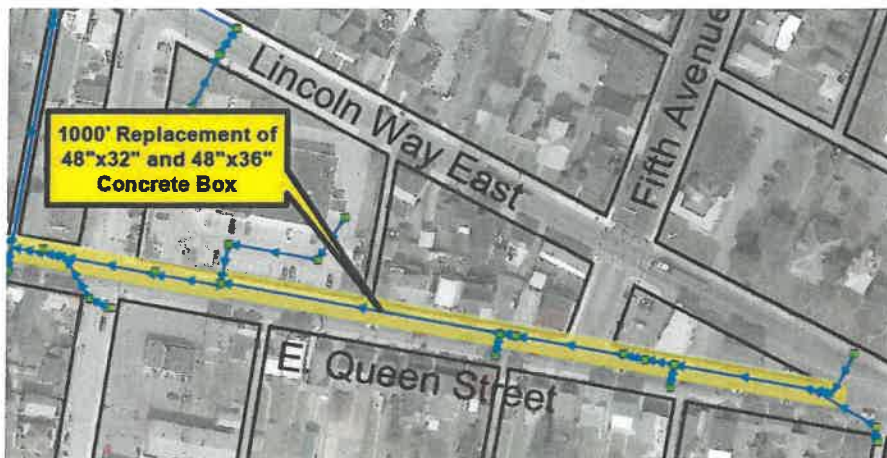
Sewer system itself

- Implement PRP projects
- Address known areas of concern

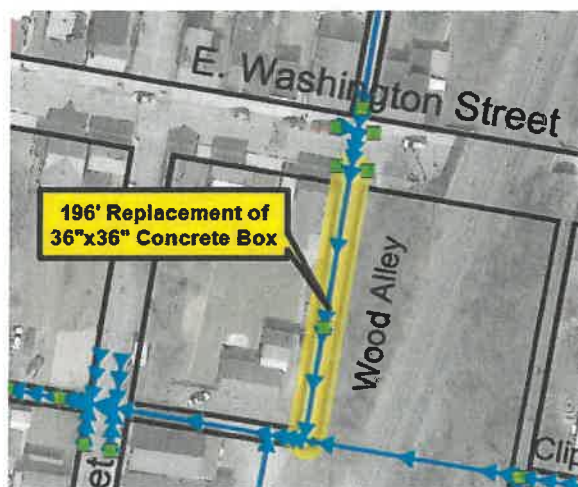
↑
more proactive



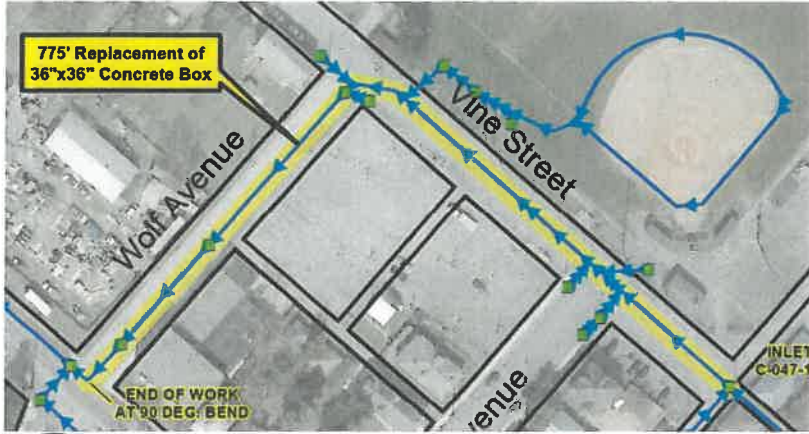
Example capital improvement needs



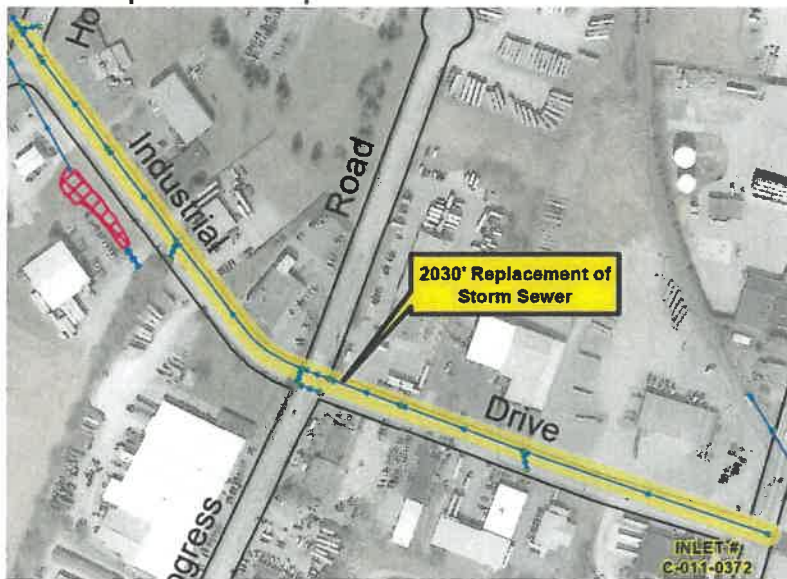
Example capital improvement needs



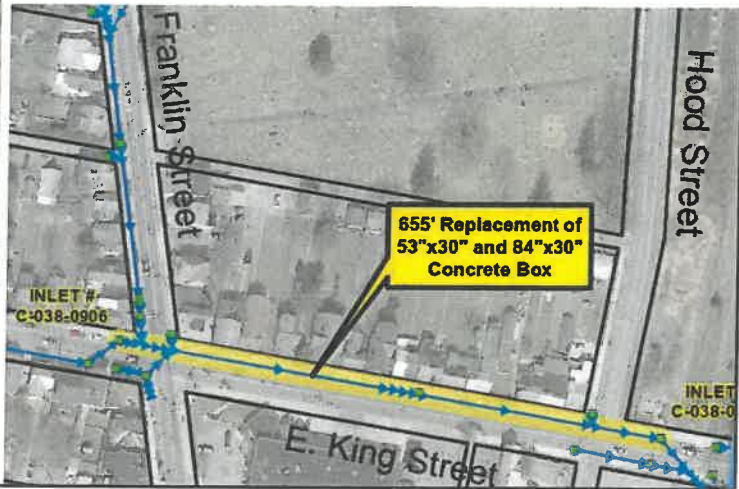
Example capital improvement needs



Example capital improvement needs



Example capital improvement needs



Needed Improvements to Program

Sewer system itself

- Implement PRP projects
- Address known areas of concern
- Determine unknown areas of concern? → need to assess system

Over 5 years?

↑ more proactive



Needed Improvements to Program

Sewer system itself

- Implement PRP projects
- Address known areas of concern
- Determine unknown areas of concern? → need to assess system

Overall program

- Pipe flushing & inlet cleaning
- Staffing: Currently 1 storm sewer employee



↑
more proactive

Proposed level of service budget

Function	Current LOS	Goal LOS
Operation & Maintenance including MS4 Compliance	\$90,000	
Capital Improvements/Reserve	\$266,000	
Administrative/General	\$227,000	
Total Annual Budget	\$583,000	

For reference: Sanitary Sewer Annual Budget = \$6.4 M

Not currently included:

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Proposed level of service budget

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Operation & Maintenance including MS4 Compliance	\$90,000	
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Total Annual Budget	\$583,000	

↑ Add televising, pipe flushing, inlet cleaning

↑ Add PRP projects, Capital Improvements

↑ Add staff

For reference: Sanitary Sewer Annual Budget = \$6.4 M

Not currently included:

- PRP projects implementation
- Regular pipe flushing, inlet cleaning
- System assessment (televise)
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Assess over 5 year period ok?

Assume replace all over __ years?



Current Process for Developing Updated Program & Reviewing Funding Methods

1. Form an Advisory Committee
2. Review Existing Storm Sewer Program
- 3. Initiate Ongoing Public Education**
- 4. Define Responsibilities and Budget Needs**
5. Review Operations & Management Structure
 - Billing, Staffing, Department
6. Develop and Analyze Rate Structure
 - Analysis of Impervious area on individual parcels
7. Adopt Necessary Ordinances
8. Establish Credit Policy



Future Advisory Committee Meetings

Meeting # 3: April 2019

- Benefits of a Storm Sewer Utility
- Benefits/Costs of Expansion to Higher LOS
- Funding Options
- Public Education & Outreach

Meeting # 5: June 2019

- Appeal Process / Credit Options
- Community Benefits
- Implementation Schedule
- Public Education & Outreach

Meeting # 4: May 2019

- Storm Sewer Fee
- Fee Impacts
- Implementation of Fee

