

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
July 6, 2009**

The July 6, 2009 meeting was called to order by Chairman, Jim Heisey. Roll call was taken by Secretary, Lorrie Wright. Those in attendance were Jim Heisey, Rick Rudy, Bob Webber, Leonard Snavely, Dale Bevans, and Kevin Organtini. Also in attendance were Tony Fitzgibbons, Scott Lutz, Paul Lutzkanin, Jeff Steckbeck, and Lorrie Wright.

COMMENTS/COMPLAINTS

MEETING MINUTES

The June 15th, 2009 meeting minutes were approved without objection.

TREASURER'S REPORT

Bills Payables – Bob Webber made a motion to approve the F'burg Sewer Payables in the amount of \$21,227.03, the F'burg Water Payables in the amount of \$14,738.83 and the MV Sewer Payables in the amount of \$2,606.81. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

Financial Statement – Kevin Organtini made a motion to approve the financial statement as submitted. Bob Webber seconded the motion. All voted in favor and the motion carried.

ENGINEER'S REPORT

Fredericksburg Plant Expansion/South Fredericksburg – Design work on the plant design continues. Engineering recently participated in a conference call with Dutchland, Aqua-Aerobics and Envirep/TLC Environmental to coordinate issues regarding basin sizes, basin layouts, equipment placement and equipment fit. A meeting with the Operations Committee will be scheduled after all the design and changes are documented.

The next deadline for H2O Grant Applications is in early August. Engineering is working with Dave Tshudy of the McCullough Group to complete and submit an application for the wastewater treatment plant expansion and the South Fredericksburg sanitary sewer collection system.

Fredericksburg WWTP Operations Support – Engineering continues to review the laboratory test results on the F'burg WWTP to watch for abnormalities. The plant is still seeing higher than expected BOD and ammonia loadings of the plant influent. An updated compilation of the lab results and the associated graphs for the last 1-1/2 years were presented for review.

Monroe Valley WWTP Operations Support – Engineering continues to review the laboratory test results on the MV WWTP to watch for abnormalities and monitor the influent BOD and TSS. The levels seem to have returned to normal levels. An updated compilation of the lab results and the associated graphs were presented for review.

Quotes have been received from two companies for remediation of the garage foundation and wall. One is an updated quote from Uretex ICR (polymer injection), the company that quoted in 2007 through PACT Two LLC. The second quote is from Keystone Foundation Repair (helical pilings). Estimates have also been adjusted for other methods of remediation that were provided in the Geotechnical Investigation Report dated December 2006 to account for modest inflation. The quotes and estimates were presented for review and discussion. Bob Webber made a motion to authorize the contract with Keystone Foundation Repair in the amount of \$16,500.00 to make the necessary repairs to the garage foundation and walls. Leonard Snavely seconded the motion. All voted in favor and the motion carried.

The manhole and the easement access road which were blocked by the Kreider family have been made accessible again. While the manhole is not totally uncovered, it is exposed enough for the operations staff, should they need to access it. The access road is easily passable. Pictures were presented for review.

FSWA Water System Operations Support – Engineering continues to review the laboratory test results on the water system to watch for abnormalities.

The DEP Permit Application for the addition of an Ortho-Polyphosphate blend at Well #6 is complete and ready for signatures. The engineer requested board approval for the office staff to cut a check in the amount of \$750.00 made payable to the Commonwealth of PA. for payment of the permit fee. Rick Rudy made a motion to authorize the office staff to issue a check for \$750.00 for a water permit. Dale Bevans seconded the motion. All voted in favor and the motion carried.

A July 2009 Update of the Richard Hills Water System Pressure Study was presented to the Board for review. During conversations concerning the air release valve, Mr. Shilling reported that water pressure is bad on Spruce Avenue, as well as on Treeline Avenue. At the previous board meeting engineering reported that the hydrant monitor had been relocated to a hydrant on Spruce Street to monitor the pressure profile in that area. Average pressures through the week were in the 48-52 psi range. Four areas were researched to determine what caused spikes and dips in pressure. Nothing was found in the SCADA printouts. The engineer recommended asking the poultry plants to install equipment that would allow us to monitor their water consumption, flows and volumes with the SCADA system. Allied Controls will put together some quotes to be presented at a future meeting.

Mr. Shilling contacted the engineer's office to inform them that he is going to replace the air release valve on Treeline Avenue as opposed to getting it serviced and reconditioned. Since the valve is in a valve box instead of a 24" access manhole, they will have to dig up the street to perform the work. Previously, FSWA adopted standard details for the water system, including Standard Detail W6 –Air Release Valve Detail which specifies a five (5) foot diameter (minimum) manhole with a stainless steel air release and a ball valve for ease of service. A copy of Standard Detail W6 was provided for the Board's review. Mr. Shilling was also provided with a copy of the detail. The engineer informed the Board that Mr. Shilling offered to perform all the work if the FSWA would purchase the manhole.

Bob Webber made a motion to authorize the purchase of a “doghouse” manhole which Mr. Shilling will install contingent upon an agreement that he will perform the work, comply with FSWA rules, and have it inspected by the Authority. Kevin Organtini seconded the motion. Rick Rudy opposed the motion, all other members voted in favor. The motion carried.

Well #8 – Water System Improvements – The PennVest application was finalized and electronically filed on May 18th. Engineering still has not received any comments from PennVest or DEP (on the funding side) but will respond to any comments received between now and the July 21st PennVest Board meeting.

SCADA / PC Repair – The Board was informed that there had been a failure with the SCADA system. The system was still running in the local PLCs but we lost the ability to look graphically at the system and log data. Allied brought in another computer to replace the existing unit. Paul Lutzkanin reported that once Allied Controls determines what the failure was on the computer he will report the options to the Board.

SOLICITOR’S REPORT

PACT Construction – Tony Fitzgibbons reported that a letter was sent to PACT Construction on June 29, 2009. The letter indicated that PACT should provide the Authority with their calculations if they still feel they are entitled to interest. The Authority will then take into consideration the repairs incurred for incomplete or defective work for which to this point has not been charged to PACT. The letter also indicated that the Authority has considered and denied their claim for additional compensation for excavation due to the presence of rock and deviations from the grade elevations. There has been no response yet.

Kreider Manhole Issue – The solicitor reported that a letter was sent to Mr. Kreider instructing him to unearth the manhole and make the clear the easement access.

Sewer and Water Rules & Regulations – Additional changes were made to the Rules & Regulations so a revised draft copy was presented to the Board for review. A final version will be sent out via email for additional comment. Mr. Heisey stated that once approved, he would like to have them available on our website and/or establish a charge for supplying copies.

Resolution 2009-6 – H2O Grant Application – A resolution requesting H2O grant funding to be used for the relocation and expansion of the Authority’s wastewater treatment plant and construction of the S. Fredericksburg collection system was presented to the Board for approval. Dale Bevans made a motion to approve H2O Grant Application Resolution 2009-6. Leonard Snavelly seconded the motion. All voted in favor and the motion carried.

OFFICE MANAGER’S REPORT

2008 Audit – A copy of the final audited 2008 Financial Statement was provided to the Board.

Bank Proposals – Bank proposals have all been received. They will be submitted to the Budget Committee at a future committee meeting.

FNB Water Loan 27115 – FNB offered to renew at a fixed rate of 2.49% for another 5 years. Bob Webber made a motion agreeing with FNB to renew at 2.49% fixed for 5 years. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

Water Usage – The July quarterly billing for Fredericksburg is being processed. BC Natural used over 15 million gallons of water since the reading in April. An estimate for their storage tank account totals approximately \$64,000.00.

OPERATOR'S REPORT

Monroe Valley – The staff trenched 2 lines at the Hafer residence across the sewer main to the creek. The wet area is drying.

The digester was decanted.

Mowed grass.

F'burg Water System – The SCADA computer was replaced at the plant.

Meters were read.

Mowed grass.

Univar will be at the plant in the morning to do tests to see if the Ortho needs to be increased and what pumpage is needed at Well #6.

Quotes for a water leak detector were provided to the Board. Those quotes consisted of:

Exeter Supply - \$1,850.00

USA BlueBook - \$1,900.00

PollardWater.com - \$1899.00

Rick Rudy made a motion to purchase a water leak detector from Exeter Supply in the amount of \$1,850.00. Dale Bevans seconded the motion. All voted in favor and the motion carried.

F'burg Sewer System – The aerator shaft was installed and the ditch looks much better. The D.O. is increasing.

Scum pit was pumped out and the clarifiers were washed.

Sludge was hauled.

Mowed grass.

DEP will visit to perform onsite inspection tests.

Dale Bevans asked if the operations staff would need any summer help. Scott Lutz stated that he would not need any help at this time.

OLD BUSINESS

Grease Traps – Mr. Heisey discussed Resolution 2000-1 which allows the Authority to inspect establishments with grease traps. It implements a grease charge and gives the customer 60 days notice of the pending imposition. If an inspection is arranged within the 60 days then the Authority will not assess a grease charge. A grease charge amount was never established. Bob Webber made a motion to establish a grease charge in the amount of \$250.00 and it will be assessed in the event an inspection fails and/or they fail to have an inspection. Dale Bevans seconded the motion. All voted in favor and the motion carried. A

letter is to be sent to all grease trap customers along with a copy of Res. 2000-1 informing them that they will be charged a \$250.00 grease charge unless they schedule an inspection. If they pass the inspection, the Authority will waive the charge, if they fail the inspection, they will be subject to payment of the charge unless the problem is corrected within 60 days.

Pa Warn Contract – At a previous meeting, Leonard Snavely presented the Board with a Pa. Mutual Aid Agreement. A Pa Mutual Aid Agreement, which is entered into by public and private water and wastewater suppliers, provides assistance in the form of personnel, equipment, and supplies to utilities that have sustained damage or operational disruptions due to natural or manmade events. The agreement was brought before the Board to see if they wanted to participate. Dale Bevans made a motion to authorize the approval of entering into the Mutual Aid Agreement. Leonard Snavely seconded the motion. All voted in favor and the motion carried.

Seibert/Laurel Dr. – Jim Heisey informed the Board that the Authority was contacted by a Mr. Seibert who owns a property on Laurel Drive. Their property required a grinder pump when hooking up to the sewer system. Mr. Seibert claims that the grinder pump was installed in November 2007. No one lives in the property and is only used occasionally on weekends during the summer. The Seiberts noticed a problem in May 2008. The grinder pump had filled with water up to the junction box which is inside the grinder pump. They had to have Lech Bros come out and pump it out. According to Lech Bros, there is a problem with the back water valve, either in the pump and/or the road. This past Memorial Day weekend 2009 they noticed that the tank was so full that it was coming into the toilet. They now have to turn off the main valve every time they leave so that the water does not come back into the pump. Mr. Seibert needs to repair the valve but he feels that he is not responsible since it appears that the pump was defective when he received it. At this point, the Authority does not know if other pumps are leaking because 99% percent are left on and every time they fill up it pumps out. Mr. Heisey feels there may be another problem other than Mr. Seiberts seal. Lech Bros was given a whole elbow assembly to correct the problem. Bob Webber stated that there is another property that had a grinder pump installed and it hasn't been used because no one lives there. The Authority will look into the matter to see if there is any leakage into that pump. Mr. Heisey stated that he wanted to make the Board aware of the situation in case there are problems with these pumps in the future. Operations was instructed to purchase a supply of seals to keep on hand.

Teneska Letter – Mr. Heisey informed the Board that a letter will be sent to Mr. Dan Culver, Ten Thirty One Investments, Inc. notifying them that the FSWA would like to meet with them in the near future to discuss the potential and desire to provide more than two million gallons per day of treated effluent for their cooling water needs.

NEW BUSINESS

COMMITTEE REPORTS

Budget Committee – The Budget Committee will meet on Thursday, July 16th at 10:30 A.M. to go over the 2nd quarter revenue and expenses and to also review the submitted bank proposals.

COMMENTS/COMPLAINTS

Mr. Heisey stated that he would like to cancel the first meeting in August and the first meeting in September unless any matter of importance would occur. In place of a meeting on the first Monday of August, he suggested a tour of the Authority facilities. An invitation will be extended to the Bethel Township Supervisors. The Board agreed.

ADJOURNMENT

A motion to adjourn the meeting was made by Dale Bevans and seconded by Bob Webber. All voted in favor and the meeting was adjourned.

Respectfully submitted,

**Lorrie Wright,
Secretary/Treasurer**