

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
August 17, 2009

The August 17, 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, and Kevin Organtini. Dale Bevans was not present. Also in attendance were Tony Fitzgibbons, Scott Lutz, Paul Lutzkanin, Jeff Steckbeck, and Lorrie Wright.

COMMENTS/COMPLAINTS

Robert Bryce, 116 Laurel Dr., Fredericksburg appeared before the Board to inquire about water ever coming to Monroe Valley. The Board responded that it was not likely. Mr. Bryce also asked if he could meter his well in order to avoid the high sewer usage bill. The Board responded that there is a flat rate structure in place for the Monroe Valley and there were no plans to change the rate structure in the future.

MEETING MINUTES

Bob Webber made a motion to approve the July 20, 2009 meeting minutes. Leonard Snavely seconded the motion. All voted in favor and the motion carried.

TREASURER'S REPORT

Bills Payables – Leonard Snavely made a motion to approve the F'burg Sewer Payables in the amount of \$44,383.77, the F'burg Water Payables in the amount of \$36,046.53, and the Monroe Valley Sewer Payables in the amount of \$22,367.51. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

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

ENGINEER'S REPORT

General / Administrative – The Sewer and Water Rules & Regulations have been completed including details which shall be required for the Water System Improvements per DEP's comments letter. They will be placed on the Authority's website.

Fredericksburg Plant Expansion/South Fredericksburg – Design work continues on the plant design. A meeting with the Operations Committee will be scheduled after all of the design changes have been documented. Work continues with the solicitor to provide approximate site plans so that he can prepare the necessary documents with the hog farm owners. As previously reported, the second and final rounds of the H2O grant money has been pushed back till August 2010. This allows for plenty of time for design and permitting to get completed in the coming year.

Fredericksburg WWTP Operations Support – Engineering continues to review the laboratory test results of the Fredericksburg WWTP to watch for abnormalities.

Monroe Valley WWTP Operations Support – Engineering continues to review the laboratory test results on the Monroe Valley WWTP to watch for abnormalities. Keystone Foundation Repair has begun work on the garage and anticipates completion by Wednesday or Thursday of this week, August 19th or 20th, 2009.

Fredericksburg Water System Operations Support – Engineering continues to review the laboratory test results on the water system to watch for abnormalities. A letter was received from DEP regarding the Permit Application for the addition of an ortho-polyphosphate blend at Well #6. A response letter has been submitted and the permit process has been resumed. SLH Excavating is scheduled to install the interconnect on Horizen Drive on August 18th, 2009. Allied Control Systems found that the treatment plant is in a fringe area for Sprint. It was switching between a Sprint corporate tower and an affiliate tower. This caused the data transmission to fail. A directional (Yagi) antenna has been installed which communicates with a tower in Jonestown to the west and ensures that the pit and plant are on the same system. The Maple touchscreen has been replaced in the water plant and we are looking into submitting it to the insurance company. A summary of the 4 quotes received for the pressure boosting pumps in the Richard Hills area were provided to the Board. Quotes were received from Kohl Bros., Earl Z. Musser, Tony Pajski, and George Strohm Inc. George Strohm Inc. submitted the lowest bid in the amount of \$1,469.00 per household installed. The engineer recommended that the award go to George Strohm Inc. Bob Webber made a motion to award the booster pump bid to George Strohm Inc. in the amount of \$1,469.00 per household installed. Leonard Snavely seconded the motion. All voted in favor and the motion carried. Several residents from the Richard Hills area appeared before the Board with questions regarding the installation of the booster pumps. Those residents in attendance were Stacy Emberger, Ken Daullary, Ed Sutherly, Stan Byerly, and Alicia Devitz.

Well #8 – Water System Improvements – As previously reported, the PennVest application was finalized and electronically filed on May 18th, 2009. FSWA was not successful in being awarded any money at the July 21st PennVest meeting. The next meeting at which the project will be eligible for consideration will be October 27, 2009. Engineering received a letter from the DEP regarding the Permit Application for the Water System Improvements. Comments will be addressed and a response will be sent as soon as possible. A million dollar H2O grant was awarded to the Authority. A Letter of Commitment was sent to the Authority office and included on the agenda for action. The Board needs to vote to accept the Letter of Commitment and the Chairman and Secretary should sign and mail back to DCED. Engineering survey crew will begin water line route surveys this week. The Board was asked to authorize the solicitor to send out letter to property owners along the route to inform them of the survey work. It is necessary to survey on private property to complete the design work. Permanent

R.O.W.'s will be determined after the survey, analysis, and design is complete. Bids for Well #8 test drilling were opened this evening. However only 1 bid was received from Eichelberger's in the amount of \$75,425.00. The Engineer recommended that the Board award the bid to Eichelberger's. Bob Webber made a motion to award the bid to test drill a well in Swatara Township to Eichelberger's in the amount of \$75,425.00. Leonard Snavelly seconded the motion. All voted in favor and the motion carried.

SOLICITOR'S REPORT

Well #8 Easements – Tony Fitzgibbons provided proposed temporary access easements for the Well 8 test drilling site. Michael Wright, who owns property which would be utilized to access a neighboring property as to drill a test well, and Dale, Gloria, Brian, and Sherry Bender, who own the property where the test well will be drilled, appeared before the Board with questions and concerns about the drilling and requested a site visit with the engineer. The solicitor provided and briefly discussed the easements with the affected property owners. The solicitor will follow up with the property owners and report on the matter at the next meeting.

FSWA Sewer and Water Rules & Regulations – A draft version of the updated Sewer and Water Rules & Regulations were presented to the Board for review in order to approve them as final at the next meeting. Mr. Heisey informed the Board that we now have a website and the final version will be included once approved.

OFFICE MANAGER'S REPORT

Monroe Valley CD Maturity – Lorrie Wright informed the Board that the Monroe Valley 6 Month CD matures on August 18th 2009. She recommended that the money be transferred into a Graystone Prime Money Market Account at 2.08%. This interest rate is guaranteed until the end of August at which time the rate will be based on 50% of the prime rate. Rick Rudy made a motion to transfer the Monroe Valley CD to a Prime Money Market account. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

City of Lebanon Meeting – The Board was informed of the City of Lebanon's 3rd annual meeting on September 3, 2009 at 2:30 PM.

Bethel Twp. 2010 Budget – The Board was notified of a letter received from the township requesting that any anticipated rate increase for the fire hydrants in 2010 be submitted to them in writing by the end of September. The Chairman indicated that the Budget Committee would only start meeting in October but at this time did not anticipate an increase in hydrant fees. A letter will be sent to the township.

Sen. Folmer and Rep. Swanger Correspondence – Thank you letters to both Senator Folmer and Representative Swanger were presented to the Chairman for signature.

Jonestown Bank – Signature forms were presented to the Board in order to proceed in opening an account with Jonestown Bank.

Overdue Accounts – The Board was informed that there is an outstanding amount of revenue due from BC Natural Chicken. Numerous calls were made to BC in an attempt to find out why the accounts are in arrears. The Board instructed the secretary to try and contact BC again and if no response then the staff should post a termination notice.

OPERATOR'S REPORT

Monroe Valley – Scott Lutz reported that the post EQ pit was cleaned. UV bulbs were replaced and the pit was cleaned. The digester was decanted. Some times were changed in the control cycles. Grass was mowed.

F'burg Water System – The feed rate was changed for sequestering on Well #5 based on samples taken by the product representative. A new pump was ordered for Well #6 when permit arrives. The hydrant that started leaking at Gubba's was repaired. Grass was mowed.

F'burg Sewer System – Pumps and muffin monster were pulled at the main plant for service. Work performed at Spangler Pump Station. New pumps should be here tomorrow. Tank was washed. Sludge was hauled. Grass was mowed.

Miscellaneous – The approval letter was received for our IDSE (Initial Distribution System Evaluation) Report. This will require some additional testing starting at a predetermined time which is on or about December 9, 2012.

OLD BUSINESS

Meeting Room Estimate – Bob Webber reported that he received an estimate from Terry Smith in the amount of \$4,700.00 to convert the back room into a meeting room. Bev Martel questioned if those costs include all of the inspections required since this is a commercial building. She also stated that any renovations that are used for public access and any commercial space must meet state approval. The matter was tabled so that Mr. Webber could contact Dale Sebastian, Code Enforcement Officer.

NEW BUSINESS

Steven Dove Fencing Proposal – The Authority received a quote for fencing repairs at the E. Main St. pump station and the water plant from Steven Dove Fence Co. for the total amount of \$960.00. Bob Webber made a motion to authorize Steven Dove Fence Co. to repair the fences in the amount of \$960.00. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

Heaters in Monroe Valley Garage – Kevin Snader informed the Board that A.H. Moyer would install heaters in the Monroe Valley garage in the amount of \$2,157.00. The Board discussed not having a written proposal from Moyer's. Bob Webber made a motion to table this matter until more estimates are received. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

Air Conditioning in Monroe Valley Lab – Bob Webber made a motion to table this matter also until all of the estimates were received. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

Roof in New Water Tower – Kevin Snader stated that the cost of just materials and a lift to install a roof in the new water tower would come to approximately

\$2,000.00. Bob Webber made a motion to table this matter until written estimates were received from 3 reputable vendors and to also put together a list of material costs if the staff were to do the work themselves. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

COMMENTS/COMPLAINTS

Inspection Tour – It was reported that Jim Heisey and Kevin Organtini, accompanied by Scott Lutz toured all of the FSWA facilities on Thursday, August 6th. The facilities are generally in good shape and seem to be performing as expected. Comments and recommendations were provided to the Board and are included with the meeting minutes.

Kevin Snader Water License – Kevin Snader informed the Board that he now has his water license. Kevin Organtini made a motion to increase his pay by .75 per hour effective August 17, 2009. Leonard Snavelly seconded the motion. All voted in favor and the motion carried.

COMMITTEE REPORTS

Budget Committee – Jim Heisey reported that the Budget Committee will be meeting sometime in September to start working on the 2010 budget.

Operations Committee – A meeting will be scheduled within the next couple of weeks between the Operations Committee and engineering to discuss the S. Fredericksburg Plant Expansion.

ADJOURNMENT

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

Respectfully submitted,

**Lorrie Wright,
Secretary/Treasurer**