

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
December 7, 2009

The December 7, 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

Mr. Maulfair attended the meeting to inquire about the status of the S. Fredericksburg Sewer Project. Mr. Heisey indicated that the Authority is in the final stages of the new treatment plant design located south of Greble Road in the area of the L&L Pig Farm. The Authority is in negotiations to obtain land from the L&L Pig Farm. There is a tentative design for the sewer lines. Filing deadline for funding requests have been pushed back to July 2010.

MEETING MINUTES

The November 16, 2009 meeting minutes were approved without objection.

TREASURER'S REPORT

Bills Payables – Dale Bevans made a motion to approve the Fredericksburg Sewer Payables in the amount of \$38,139.62, the Fredericksburg Water Payables in the amount of \$9,071.47, and the Monroe Valley Sewer Payables in the amount of \$2,482.40. Leonard Snavely 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. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

ENGINEER'S REPORT

General / Administrative – Engineering continues to support the administrative staff as requested.

Fredericksburg Plant Expansion / South Fredericksburg – Status prints are available for review so Mr. Steckbeck requested that a meeting be scheduled with the Operations Committee. A meeting was scheduled for Thursday, December 10th at 10:00 AM in the Authority office to discuss the revised design drawings. The ACT 537 Plan revisions to address the DEP comments have been finalized. One of the significant items of outcome of DEP's comment about assurances that the treatment plant will meet Chesapeake Bay standards is the addition of an effluent membrane filter for consistent removal of phosphorus. This is depicted in the revised treatment plant drawings which will be available for the Operations meeting.

Fredericksburg WWTP Operations Support – Engineering continues to review the laboratory test results on the Fredericksburg WWTP to watch for

abnormalities and assist operations as requested. Some of the lab reports have shown a higher than normal level of BOD and TSS (approximately double) and the issue was discussed with the operators.

Monroe Valley WWTP Operations Support – Engineering continues to review the laboratory test results on the Monroe Valley WWTP to watch for abnormalities and assist the operations staff as requested.

A lateral in the Monroe Valley system that seemed to be pitched in the wrong direction has been fixed by entities other than the Authority. Another lateral with similar problems is being investigated. PACT was contacted and they agreed to payment if it is found to be from their faulty work.

FSWA Water System Operations Support – Engineering continues to review the laboratory test results on the water system to watch for abnormalities and assist the operations staff as requested. VOC test results were discussed with the operators.

Well #8 – Water System Improvements - Mr. Tshudy received Commonwealth Finance Authority approval of the Change of Scope. The project budget is now slightly over \$2 million and we are confirmed for a \$1million grant. Contracts and confirmation letters were received and signed by the Authority. Those contracts will be sent to DCED as soon as Mr. Tshudy looks over those documents. Status prints of the water tank which include raising the elevation of the tank will be reviewed at the Operations Committee meeting on December 10th. The Pressure Reducing Valve pit is not complete at this time. The updated Erosion and Sediment Control plan is now ready for submission to the Lebanon County Conservation District (LCCD). It now includes the proposed location of the PRV required to isolate the east end of the system.

Mr. Steckbeck presented quotes for the Swatara Creek withdrawal. One was for a traditional sand filter. The other was high pressure membrane filters that take up much less space and are more automated than sand filters. This issue will be discussed at a future Operations Committee meeting and possibly schedule a visit to the Myerstown filtration system.

SOLICITOR'S REPORT

Pa One Call Indemnity Agreement – Mr. Fitzgibbons stated that the Authority has no obligation to sign the agreement and to table the issue until PaOne Call contacts us. Scott Lutz stated that the agreement was presented to the Authority because we were not receiving calls for Swatara Township. It was determined that in order for the Authority to comply with Pa One Call's request, someone within the Authority would be responsible to make sure all information was kept accurate and up to date. The Board requested that the operator keep record of all calls for Swatara and Bethel that apply to the Authority and the number of calls after hours that require immediate action by the staff. The issue was tabled until the second meeting in January.

Developer's As-Built Drawings – Mr. Fitzgibbons reported that within the new Rules & Regulations updates for main extensions for water and sewer there is a provision that calls for a developer's agreement satisfactory to the Authority. The solicitor will present a recommendation to the Board to adopt a policy relating to

as-builts and the dedication of improvements to sewer and water lines by the second meeting in January or the first meeting in February.

OFFICE MANAGER'S REPORT

Cicero Property in Camp Strause – The Lebanon County Tax Claim Bureau reimbursed the Authority for monies received from the sale of the Cicero properties in Camp Strause on Aster Lane. The amount received was approximately \$6,200.00.

Blue Mtn View Estates – Two permits were purchased for Kreider Drive in Blue Mtn. View Estates.

Farmers Pride Letter of Credit – Farmers Pride requested a reduction in their Letter of Credit from \$385,000 to \$314,500. Rick Rudy made a motion to reduce the Letter of Credit to \$314,500. Bob Webber seconded the motion. All voted in favor and the motion carried.

OPERATOR'S REPORT

Monroe Valley – The staff performed three grinder pump inspections. Scott Lutz reported that Mr. Seibert hired someone to correct the problem with his grinder pump. The line on the fittings were leaking and allowing ground water to leak into the grinder tank. Mr. Heisey stated that the Board should look into limiting Lech Bros. to work on our system.

The staff dug the laterals located at Kleinfelter's vacant lot on Monroe Valley Drive but could not find any leaking. Caps were replaced. Manholes were pulled to look for more infiltration. A notice regarding sump pumps will be included in the letter being sent to Monroe Valley residents along with their December billing invoice. Mr. Heisey will re-draft the letter.

The Board discussed requiring some type of criteria for all inspections.

Fredericksburg Water System – Fluoride system was repaired. The valve that automatically fills the fluoride tank was malfunctioning due to a buildup of fluoride crystals.

The permit for the Sequestering Agent for Well #6 was received.

Fredericksburg Sewer System – Return pumps were cleaned and serviced. The trucks were washed and serviced. Sludge was hauled.

OLD BUSINESS

Mr. Webber asked if the Board was going to set some kind of precedence regarding customers requesting adjustments to their sewer and water bills. The Board determined that the customers must assume responsibility for their costs however, the Board will continue to address each request on an individual basis.

NEW BUSINESS

2010 Meeting Schedule – Mr. Heisey presented a drafted list of the 2010 meeting schedule for the Board to review. The By-Laws state that the Board shall fix the dates and times for the regular business meetings at the last regularly

scheduled meeting of each calendar year or the re-organizational meeting of the new year. Because a new board member could be in place before the January 4, 2010 re-organizational meeting, it may be appropriate to allow a new member (if one is appointed) to participate in setting the 2010 meeting dates and select officers at the re-organizational meeting. The 2010 meeting dates will be presented for approval at the December 21, 2009 meeting.

Christmas Dinner – A Christmas dinner will be held at an undetermined location immediately following the December 21st meeting.

COMMITTEE REPORTS

Operations Committee – There will be an Operations Committee meeting on Thursday, December 10, 2009 at 10:00 AM in the Authority office.

COMMENTS/COMPLAINTS

On Demand Electric Meeting – Rick Rudy presented a report on a meeting he attended that was hosted by the Lebanon Valley Chamber of Commerce. The Chamber discussed the purchase of energy through a group purchasing plan which they intend to set up in 2010.

ADJOURNMENT

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

Respectfully submitted,

**Lorrie Wright,
Secretary/Treasurer**