

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**February 16, 2009**

The February 16, 2009 meeting was called to order by Chairman, Jim Heisey. Roll call was taken by Lorrie Wright. Those in attendance were Jim Heisey, Bob Webber, Leonard Snavely, Dale Bevans and Kevin Organtini. Rick Rudy was not present. Also in attendance were Tony Fitzgibbons, Scott Lutz, Jeff Steckbeck and Lorrie Wright.

**COMMENTS/COMPLAINTS**

**MEETING MINUTES**

The February 2, 2009 meeting minutes approved by unanimous consent.

**TREASURER'S REPORT**

**Bills Payables** – Bob Webber made a motion to approve the F'burg Sewer Payables in the amount of \$10,670.23, the F'burg Water Payables in the amount of \$20,273.11 and the Monroe Valley Sewer Payables in the amount of \$1,184.61. Dale Bevans seconded the motion. All voted in favor and the motion carried.

**Financial Statement** – Dale Bevans 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** – Chairman Heisey and Mr. Lutzkanin attended the Bethel Township Supervisors meeting on February 12, 2009. The supervisors gave their approval to advertise the Plan. The Plan will be advertised in the Lebanon Daily News this week for a 30 day public comment period, with a second presentation to the Bethel Supervisors at their April meeting to inform them of the comments and our responses.

**Fredericksburg WWTP Operations Support** – Engineering continues to support the operations staff as requested and continues to monitor the laboratory test results. In response to DEP's Notice of Violation, flow paced influent sampling and testing is required. Allied Control Services cost estimates are being prepared and will be emailed to all Board members by the end of this week.

**Monroe Valley Operations Support** – Operations staff has not requested assistance since the last meeting.

**Fredericksburg Water System Operations Support** – Operations staff and Mr. Lutzkanin have been working on an alternative to the booster pumping station discussed at the Board's January 5<sup>th</sup> meeting. With the recent period of warmer weather, some lines were flushed and re-valving was done to split the water system into two sections. The eastern portion is currently being supplied almost entirely from our wells. The western portion, including Richard Hills, is being supplied by the City of Lebanon.

**Administration Support** – Engineering continues to assist the office staff when requested.

**Well #8 – Water system Improvements** – The H2O grant applications were completed and filed with the DCED on Friday, February 13<sup>th</sup>. Copies were distributed during the meeting for the Board to see the collaborative effort of McCullough, Steckbeck and the FSWA staff.

Scott Sechler from Farmers Pride, contacted Mr. Steckbeck to discuss the grant application and to plan some action steps in response to the conversations Mr. Sechler had recently with Governor Rendell and Senator Folmer. Mr. Sechler will be scheduling a meeting within the next four weeks at Farmers Pride's headquarters to be attended by Senator Folmer, a representative of the Pa Dept of Agriculture, and a representative of the Secretary of the DECD to review the grant application and its impact to Farmers Pride's expansion plans. FSWA and Steckbeck will be invited.

**Wilmer Weaver Development** – An estimate of the value of the water and sewer system in Weaverland Estates subdivision was presented for the Board's consideration of an 18 month integrity bond. Mr. Steckbeck's estimate of value on the water system was \$164,160.00. The estimate of value on the sewer system was \$205,790.00. Under the MPC, the Authority is entitled but not obligated to a 15% integrity bond in the amount of \$24,624.00 for the water system and \$30,869.00 for the sewer system, or a grant total of \$55,493.00. The integrity bond is to ensure financial security if any problems arise.

The original Letter of Credit for Wilmer Weaver dated May 10, 1999 was issued to the Lebanon Co. Commissioners through the First National Bank of Fredericksburg. According to FNB, the Letter of Credit is still in effect but with a zero balance. Mr. Fitzgibbons indicated that there still should be a liability balance. The deed of dedication has been prepared and sent to Mr. Weaver's attorney but they have not been returned yet. Once the deed of dedication is received then the solicitor will be able to report on the liability amount on the Letter of Credit. Mr. Heisey would like As-Built schematic drawings supplied along with the deed of dedication. Mr. Heisey recommended accepting an integrity bond in the amount of \$15,000.00 for 18 months, measured from the date of dedication. Mr. Steckbeck indicated that this project was approved back in 1999, Mr. Fitzgibbons was not the Authority solicitor at the time. The project was in two municipalities, that being Bethel and Swatara Townships. Bethel Twp. through their solicitor, Enck, would have it's own regulations and it's own development agreement and it's own letter of credit. Lebanon County would have been responsible for obtaining a letter of credit for Swatara Twp. It's not clear if the solicitor at the time advised the Authority to obtain a letter of credit for water and sewer. The Authority may not have a letter of credit to draw upon and this may necessitate Mr. Weaver to obtain a new Letter of Credit to benefit the Authority. Mr. Steckbeck will look into the as-built drawings. Mr. Heisey stated that if the Authority has no control of a bond, then Mr. Weaver will need to obtain one unless he supplies the as-built drawings. After further discussion, Mr. Heisey recommended releasing Mr. Weaver's bond contingent upon receiving a set of as-built drawings along with the deed of dedication. Dale Bevans made a motion to

waive the integrity bond in its entirety condition upon submission of the deed of dedication and a set of as-built plans covering all of the sewer and water infrastructure. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

**Grease Interceptor Specifications** – A sample of grease interceptor rules was provided to the Board for review and comment. Sufficient language needs to be inserted into the sewer rules and regulations. Mr. Steckbeck will work with Mr. Fitzgibbons, Mr. Lutzkanin, and the operations staff on this issue. Mr. Heisey asked Scott Lutz to put together an inventory of all properties that have grease traps. He also requested an evaluation of all existing businesses falling under the category of establishments listed in the sample grease interceptor rules provided at the meeting. Mr. Heisey would like a list of business that do not have grease traps and a list of those that do have grease traps at the next meeting.

### **SOLICITOR'S REPORT**

**Crissey Foreclosure** – Mr. Fitzgibbons reported that the Crissey foreclosure was called off until April 14, 2009. Typically this indicates that someone is negotiating for the property. Mr. Heisey stated that if the courts do not pursue this matter then the Authority will do so.

### **OFFICE MANAGER'S REPORT**

**Fredericksburg Service Area** - Lorrie Wright reported that 174 late notices are being processed.

**Brightspot Laundromat / Richards Car Wash** - The Board discussed the matter of increasing the billing percentage for the Laundromat and Car wash. Currently they are billed 67% of their water usage to determine their sewer charge. After a discussion, Dale Bevans made a motion to increase the billing percentage to 95% for the Laundromat and 75% for the Car wash. Leonard Snavelly seconded the motion. All voted in favor and the motion carried.

### **OPERATOR'S REPORT**

**F'burg Water System** – The City of Lebanon is feeding the western part of the system and our wells are feeding the central and eastern parts.

**F'burg Sewer System** – The plant appears to be running well. Decanting of the holding tank may be affecting the ammonia results. Kercher's repaired the auger shaft, it mixes well but does not do a good job aerating.

**Monroe Valley Sewer System** – The plant is running well. Aqua-Aerobics installed the new aspirator valve. Normal O and M.

### **OLD BUSINESS**

Dale Bevans reported that Mr. Shilling indicated that he provided a copy of the Richard Hills As-built drawings to Bethel Township. If the township does not have a copy then Mr. Shilling indicated that he would supply a copy of the drawings to the Authority.

## **NEW BUSINESS**

## **COMMENTS/COMPLAINTS**

## **COMMITTEE REPORTS**

Dale Bevans reported that he attended a recent township meeting to address any issues between the supervisors and the Authority. Mr. Bevans indicated that the pay rate issue has been resolved.

## **ADJOURNMENT**

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

**Respectfully submitted,**

**Lorrie Wright  
Office Manager/ Treasurer**

– The Board discussed the matter of increasing the billing percentage for the laundromat to 95% of their water usage to determine their sewer charge. It currently is set at 67% with the understanding that not all of the water from the clothing goes into the sewer. Mr., Heisey stated that with the efficiency of new machines, manufacturers claim 99% of the water is pulled from the wash. The Board also discussed increasing the billing percentage for Richards Car Wash.