

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**January 5, 2009**  
**Re-Organizational Meeting**

The January 5, 2009 meeting was called to order by Chairman, Jim Heisey. Roll call was taken by Lorrie Wright. Those in attendance were Jim Heisey, Rick Rudy, Bob Webber, Leonard Snively 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**

Several Treeline Avenue residents appeared before the Board to discuss low water pressure in their development. Details were discussed during the Engineer's report.

**REORGANIZATION**

**Chairman** – Bob Webber made a motion to nominate Jim Heisey. Kevin Organtini seconded the motion.

**Vice-Chairman** – Kevin Organtini made a motion to nominate Rick Rudy. Bob Webber seconded the motion.

**Secretary / Treasurer** – Bob Webber made a motion to nominate Lorrie Wright. Leonard Snively seconded the motion.

**Bethel Township Representative** – Bob Webber made a motion to nominate Dale Bevans. Jim Heisey volunteered to be the alternate.

**Swatara Township Representative** – Leonard Snively volunteered to represent Swatara Township and Bob Webber volunteered to be the alternate.

**Right to Know Officer** – Bob Webber nominated Jim Heisey. Leonard seconded the motion.

**Engineer** – Leonard Snively nominated Steckbeck Engineering, Inc. Bob Webber seconded the motion.

**Solicitor** – Kevin Organtini nominated Anthony Fitzgibbons, Esq. Rick Rudy seconded the motion.

**Financial Institution** – Rick Rudy nominated the First National Bank of Fredericksburg. Kevin Organtini seconded the motion.

**Board Members Hourly Rate** – Kevin Organtini made a motion to change the hourly rate to \$15.75. Rick Rudy seconded the motion.

**Mileage** – Rick Rudy made a motion to increase the mileage to 55 cents. Bob Webber seconded the motion.

All Board members voted in favor of the above motions and the motions carried.

**Holidays** – Rick Rudy made a motion to approve the following 2009 holidays and 3 personal holidays.

January 1<sup>st</sup>, 2009

April 10<sup>th</sup>, 2009

May 25<sup>th</sup>, 2009

New Years Day

Good Friday

Memorial Day

July 3 <sup>rd</sup> , 2009	Independence Day
September 7 <sup>th</sup> , 2009	Labor Day
November 26 <sup>th</sup> & 27 <sup>th</sup> , 2009	Thanksgiving
December 25 <sup>th</sup> , 2009	Christmas

Kevin Organtini seconded the motion. All voted in favor and the motion carried.

**Bond for Treasurer and Billing Clerk** – Kevin Organtini made a motion to authorize the purchase of a bond for the Treasurer and Billing Clerk. Rick Rudy seconded the motion. All voted in favor and the motion carried.

## **MEETING MINUTES**

The December 1, 2008 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 \$43,285.32 (12/15/08) and \$19,166.58 (1/5/09), the F'burg Water payables in the amount of \$26,597.94 (12/15/08) and \$39,362.17 (1/5/09), Monroe Valley Sewer payables in the amount of \$6,146.03 (12/15/08) and \$3,821.87 (1/5/09), and Escrow payables in the amount of \$1,486.00. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

**Financial Statement** – Rick Rudy 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** – A draft copy of the Bethel Township ACT 537 Plan Update was provided for the Board to review. Mr. Steckbeck discussed the possibility of connecting to Lebanon through the N.L.Twp. system and also connecting to Jonestown through the NLCA system. After evaluating both possible connections, he concluded that it would be cost prohibitive.

Mr. Steckbeck then discussed the ACT 537 Plan Implementation schedule. Mr. Steckbeck requested authorization to present the ACT 537 to the Bethel Twp supervisors and Bethel Twp Planning Commission. Rick Rudy made a motion to authorize the engineer to present the ACT 537 plan to Bethel Township and the Planning Commission. Bob Webber seconded the motion. All voted in favor and the motion carried.

Progress on the design of the plant slowed down a bit as a result of the Christmas holidays and vacations. A meeting will be scheduled with the Operations Committee.

**Fredericksburg WWTP Operations Support** – Engineering continues to support the operations staff as requested and continues to monitor the laboratory test results.

**Monroe Valley WWTP Operations Support** – Engineering continues to support the operations staff as requested and continues to monitor the laboratory test results.

**Fredericksburg Water Operations Support** – A Richard Hills Water Pressure Study report was provided to the Board and attending residents to review. After their presentation and some discussion, Bob Webber made a motion to authorize the engineer to design a pump station, prepare bid documents and look into land acquisition. Kevin Organtini seconded the motion. All voted in favor and the motion carried. The Board instructed the engineer to choose a location and design a pump station and present the estimated costs at the next Authority meeting. The Board informed the Richard Hills residents that they would do everything possible to keep pressure in their development. Rick Rudy asked if it would be possible to do a connection on the west side of the Lebanon valve pit. Mr. Steckbeck stated that the Lebanon pit would have to be open all of the time. Rick Rudy and Scott Lutz confirmed that the Lebanon pit is currently open quite a bit anyway. Mr. Steckbeck informed the Board that according to the study charts presented to the Board, the Lebanon valve pit was closed approximately half of the time. The engineer will investigate the matter and present his findings at the next meeting.

A Richard Hills resident questioned if the Authority was ever going to regulate the poultry plant's water use. The Board stated that the poultry plants are within their water use limitations. The increased water consumption by the poultry plants is the reason the water rates are kept low and therefore responsible for a large portion of our revenue. Typically, Farmers Pride's water bill is equal to all residential customers in the system. Farmers Pride also operates 2 wells to help support their consumption. Mr. Heisey reminded the residents of the chicken plants funding 90% of the interconnection with the City of Lebanon back in 1996. Farmers Pride has agreed to do land swapping with the Authority for the new water tank location and agreed to help fund new water sources.

**Administration Support** – Engineering continues to support the office staff as needed.

**Rules & Regulations** – Engineering is currently in the process of editing the Water Rules & Regulations text. The Standard Water Details have been consolidated with the Standard Sewer Details and were presented for review.

**McCullough Consulting Group** – Mr. Heisey requested a copy of a letter from McCullough Consulting Group dated 12/4/08 which indicated a total contingent proposal and that there was no fee. Mr. Steckbeck will supply a copy to the Board.

### **SOLICITOR'S REPORT**

**Sewer & Water Rules & Regulations** – Tony Fitzgibbons presented the proposed sewer regulations. Tony explained that some of the definitions will be consolidated with the water regulations. Any comments or changes should be emailed to the solicitor.

**Harold Kreider** – Mr. Fitzgibbons reported that Mr. Kreider sent a check to the Authority in the amount of \$500.00 towards the construction of a fence at the Monroe Valley treatment plant. An invoice will be sent to Mr. Kreider for the balance due.

## **OFFICE MANAGER'S REPORT**

**Farmers Pride Letter of Credit** – Lorrie Wright reported that Farmers Pride submitted a request for a reduction in their Letter of Credit from \$385,000 to \$350,500. Farmers Pride's current share remaining due is \$350,275.00. Bob Webber made a motion to reduce the Farmers Pride Letter of Credit to \$350,500.00. Rick Rudy seconded the motion. All voted in favor and the motion carried.

**Allied Controls Maintenance Agreement** – An Allied Controls Maintenance Agreement was presented to the Board in the amount of \$6,171.75 per year. Paul Lutzkanin reported that Paul Mamzic would like to attend the next meeting to report on the current performance of their system. The maintenance agreement issue was tabled.

**Fredericksburg Service Area** – The Fredericksburg monthly and quarterly bills are being prepared and will be going out in the mail by the end of the week.

## **OPERATOR'S REPORT**

**Fredericksburg Water System** – Scott Lutz reported that operations are normal. Well #5 is back to normal operation since the last major rainfall. We picked up about 40,000 per day in pumping. One inspection was performed.

**Fredericksburg Sewer System** – The plant is running fine. In December the daily flow exceeded the 150,000 limit 5 times. The highest flow was 253,000. Normal daily and weekly tasks were performed including filling the polymer, washing tanks, cleaning screens, pumping tanks and hauling effluent to Redner's manhole for flushing.

**Monroe Valley** – The plant is running well. There are fail to open/close alarms on Unit #2 occasionally.

Aqua Aerobics is due to come out and install 2 actuators on the piping in the building. No date has been set yet.

There was one sewer inspection performed.

**Miscellaneous** – The sludge truck had the carburator rebuilt.

The cells in the gas monitor needs replaced at a cost of \$765.00.

There is as total of 76,800 feet of sewer line in Fredericksburg. There is approximately 1,600 feet of 6" sewer line, 48,800 feet of 8" sewer line and 12,000 feet of 10" sewer line. Rick Rudy would like the same information for Monroe Valley. Engineering will obtain that information for the Board.

## **OLD BUSINESS**

**Letter to Monroe Valley Residents** – A revised Monroe Valley letter was presented to the Board for approval. The Board approved the revised letter and instructed the office staff to mail it to the Monroe Valley customers.

## **NEW BUSINESS**

**McCullough Consulting Group** – Rick Rudy made a motion to approve the McCollough Group agreement and authorize Board officers to sign the agreement. Leonard Snavelly seconded the motion. All voted in favor and the motion carried.

### **COMMITTEE REPORTS**

Mr. Heisey reported that a new committee roster will be presented at the next meeting.

A review of the water budget may be revisited.

The operations committee will meet as soon as dates are provided by the engineer.

### **COMMENTS/COMPLAINTS**

### **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  
Secretary / Treasurer**