

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

The March 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, Kevin Snader, Jeff Steckbeck, and Lorrie Wright. Paul Lutzkanin and Scott Lutz were not present.

COMMENTS/COMPLAINTS

Alletta Schadler appeared before the Board to request that she be able to sell back her EDU to the Authority for the Dining Hall/Mess Hall building in Camp Carson. The permit was purchased in June 2007 at a cost of \$2,000.00. The Board explained that by doing so it would increase the amount of her EDU reservation fee by \$350.00 per year. The Board also explained that if she decides to purchase a permit for that building, it would have to be at the cost of an EDU in place at that time. Leonard Snavely made a motion to “buy back” the Dining Hall/Mess Hall permit in the amount of \$2,000.00 and apply it towards her current annual reservation fee. Bob Webber seconded the motion. All voted in favor and the motion carried.

Darlene Carty, 23 Claire’s Way appeared before the Board to question why the sewer and water rates are so high. The Board explained that the sewer rates are a combination of the customer’s usage, debt service and a Chesapeake Bay fee. The water rates have not increased in a few years.

Chris Zellers, 159 Monroe Valley Dr., appeared before the Board as a result of receiving a civil complaint for failing to connect his property to the sanitary sewer system in Monroe Valley. Mr. Zellers stated that connecting is not a problem because he can do the work himself but he has been having financial difficulties and would like to make payments towards his permit. After discussion, the Board agreed to allow Mr. Zellers to make an initial payment of \$200.00 towards his permit and make monthly payments of \$50.00. The final payment should be received no later than March 2010. The Board also instructed Mr. Zellers to connect to the sewer system by May 17th, 2009. Kevin Organtini made a motion to authorize the solicitor to draft a consent agreement with Mr. Zellers that would include his connection within 60 days and payment of the tapping fee plus filing costs within one year. Bob Webber seconded the motion. All voted in favor and the motion carried.

MEETING MINUTES

The March 2, 2009 meeting minutes were approved without objection.

TREASURER’S REPORT

Bills Payables – Dale Bevans made a motion to approve the F’burg Sewer Payables in the amount \$19,461.44, the F’burg Water Payables in the amount of

\$24,026.35, and the Monroe Valley Sewer Payables in the amount of \$3,616.92. 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. Dale Bevans seconded the motion. All voted in favor and the motion carried.

ENGINEER'S REPORT

Fredericksburg Plant Expansion / South Fredericksburg – Mr. Steckbeck reported that the Act 537 Plan has been advertised and is in the 30 day public comment period which will conclude on April 9, 2009. Notices have been posted on the Authority and Township offices. Engineering will be attending the April 9th township meeting to request that the Supervisors pass a Resolution of Adoption. Any comments must be submitted in writing. Mr. Steckbeck will respond to any comments submitted and prepare a summary of comments and responses for the Authority and Township.

A proposed treatment plant/building design update is available to be reviewed with the Operations Committee. Mr. Heisey notified Mr. Webber that he is now the Operations Committee Chairman and that he is to schedule a meeting with engineering.

Fredericksburg WWTP Operations Support – Operations support continues as requested.

Allied Control Services has been informed to proceed with the design and installation of the remote flow telemetry to the Route 22 pump station. They will inform us of the installation date when the design is done, the hardware assembled and the software changes have been completed.

The Chapter 94 Municipal Wasteload Management Report for 2008 is required to be delivered to DEP by the end of March 2009. Dale Bevans made a motion to approve the Fredericksburg and Monroe Valley Chapter 94 Municipal Wasteload Management Reports for 2008. Leonard Snavelly seconded the motion. All voted in favor and the motion carried.

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

Maps and technical assistance has been provided as requested.

The well driller was out last week to take test borings for the new water tank. A report will be available within the next couple of weeks.

Water Rules and Regulations have been finalized and forwarded to the solicitor for merging with the Sewer Rules and Regulations. Standard specifications and details for inclusion as appendices to the final document will be prepared by engineering.

Administration Support – Engineering continues to assist the office staff as requested including inspector reports on Monroe Valley service line and septic tank inspections.

Well #8 – Water System Improvements – Applications have been submitted for the H2O grant.

The PennVest application continues to be processed. The chairman has signed on the PennVest website as the applicant's representative.

Mr. Steckbeck met with the McCullough Group and Farmers Pride. They will be sending out correspondence and meeting with their government agency contacts on behalf of our H2O grant application. Mr. Steckbeck is responding to requests from DCED for additional information and clarification.

Mr. Steckbeck and Eric Slavin met with DEP Geologist Derrick Havice and Water Permit Officer Jack Curry on Tuesday, March 10th to review the new well site for the pre-drilling plan approval. Mr. Havice indicated the site is acceptable. He will be sending an approval letter. The approval letter will then be forwarded to the McCullough Group to provide to the DCED to insert in the H2O application.

DEP continues to review the applications for 2009 Water System Improvement Projects for Well #8, the 1 MG Water Tower and the S. Fredericksburg Water Distribution System. DEP approval is expected sometime around May 2009.

Miscellaneous – Four copies of the Weaverland Water and Sewer as-built plans were presented to the Board. Mr. Steckbeck believes that the Authority is clear to accept dedication of the Weaverland utilities.

SOLICITOR'S REPORT

Weaverland Estates Deed of Dedication – Mr. Fitzgibbons presented the Board with a Deed of Dedication for the Weaverland Development. Bob Webber made a motion to accept the Deed of Dedication for the Weaverland Estate additions to the water and sewer systems. Leonard Snavelly seconded the motion. All voted in favor and the motion carried.

Monroe Valley Civil Complaints – Mr. Fitzgibbons provided the office with copies of the District Justice complaints that were filed for unpaid tapping fees. These complaints are scheduled for April 6th, 2009 at 8:30 AM. Complaints were filed against:

- Michael Gristick III, 112 Second Street, Fredericksburg
- John Greish, 114 Second Street, Fredericksburg
- Laura Shirey, 332 S. Ninth Street, Lebanon (Lot 84 Lakeside Dr.)
- Ronald Stroup, 111 Third Street, Fredericksburg
- Willard Frederick, 647 Monroe Valley Drive, Fredericksburg

Mr. Fitzgibbons also provided copies of the Lebanon County Court of Common Pleas complaints for failure to connect to the sewer system. Complaints were filed against:

- Chris Zellers & Kimberly Turner, 159 Monroe Valley Rd, Jonestown
- Ross Conner, Jr., 190 Little Mtn Rd, Jonestown
- James & Diane Blair, 72 Fairway Dr., Jonestown
- Willard & Kimberly Frederick, 647 Monroe Valley Dr., Fredericksburg
- William Eckenroth, Jr., Laurel Dr., Fredericksburg
- Travis Alexander, 132 Laurel Dr., Fredericksburg
- Joseph & Laurie Cicero, 81 Lockwood Ave., Woodbridge, NJ (Aster Lane)
- Timothy Quarry, Cherylann Bentz, Jill Quarry, 130 S. 22nd St (Lakeside Dr)
- Laura Shirey, 144 Lakeside Dr., Fredericksburg
- John Greish, 114 Second St., Fredericksburg

Chris Fawber, 548 Camp Strause Rd., Fredericksburg
Daniel Lineaweaver, 16 Eve Ave., Lebanon (Spruce St)

Mr. Fitzgibbons notified the Board that some of the defendants have been in contact with him and will be making an effort to comply with the Authority. The Board instructed the solicitor to pursue or negotiate a consent order.

Septic Tank Inspections - Mr. Webber inquired about investigating the septic tank inspections. He stated that some customers passed a sewer inspection but never disposed of their septic tanks. Some of those septic tanks are still in use. Mr. Steckbeck indicated that his inspectors did complete inspections which involved the lateral to the house, an air test, and the connection of the home. There were many properties that requested the inspections be done in two steps. There are a few of those customers that never notified the engineer's inspectors or the Authority office to return to have the septic tank inspection done. Since then there has been a Board suggested transition from the engineer's inspectors to the Authority performing those inspections. Mr. Steckbeck volunteered to have his inspectors take over and perform those remaining septic tank inspections. The Board instructed the office staff to provide the engineers with an updated list of customers that have not had their septic tanks inspected.

Inspection Fee Resolution - Mr. Webber brought up the issue of the Authority at one time agreed to collect inspection fees. The office staff will look into the enactment of an inspection fee resolution.

OFFICE MANAGER'S REPORT

Audit - Lorrie Wright informed the Board that Greenawalt and Co. will be in the office next week to perform our audit for 2008.

Graystone CD – Our \$55,000.00 CD matures on March 24th, 2009. The current balance of the CD is \$56,181.24. Due to the economic situation and interest rates being very low, the Board instructed Ms. Wright to withdraw the money from Graystone and deposit it into the FNB of Fredericksburg Water Reserve account.

OPERATOR'S REPORT

Kevin Snader reported that all systems are running fine.

Mr. Snavelly asked if there is a problem regarding flushing the line at Redner's. Mr. Steckbeck explained that under the creek at the American Legion there is a siphon that was designed to avoid the need for a pumping station. The operations staff was advised to take a full truck load of sewer effluent once every month to three months and dump it into the line to make sure it gets a good hard flush in order to avoid a build up.

OLD BUSINESS

Shilling Development As-builts - Dale Bevans informed the Board that he was in contact with Mr. Shilling. Mr. Shilling stated that the only plans that exist are the original design plans and that according to the township rules, he can not submit the as-builts until after the township agrees to take over the roads. Once the township takes over the roads, the Authority can take over the sewer system. However, the location of all the laterals and valves are essential in order to do Pa

One calls. After further discussion, the Board agreed to send Mr. Shilling a letter indicating that he would be financially responsible for any problems with the water and sewer lines. Mr. Steckbeck believes that his office provided the Authority with a set of as-builts for the 1997 water and sewer project.

NEW BUSINESS

Drought Contingency Plan – A 2002 Drought Contingency Plan was presented to the Board. Mr. Heisey proposed that he work with the engineer and staff to revise the current version by the end of April.

Part Time Help – Mr. Bevans asked the operations staff if they might need part time help over the summer. Kevin Snader stated that they would not need any help.

Resolution to Apply for PennVest Funding – A resolution to apply for PennVest funding was presented to the Board for the purpose of partially financing the construction, rehabilitation and/or extension of the water/sewer system. Bob Webber made a motion to adopt the Resolution to Apply for PennVest Funding. Dale Bevans seconded the motion. All voted in favor and the motion carried.

Letter of Responsibility – A letter of responsibility from the FSWA requesting financial assistance from PennVest in the amount of \$7,331,188.00 was presented to the Board for approval and signatures. This matter was tabled in order to make some corrected revisions. Mr. Steckbeck will submit the letter at the next meeting.

Proposed Power Plant in North Lebanon Twp. – A copy of a letter was provided to the Board that was sent to Mr. Dan Culver, Ten Thirty One Investments, Inc., who is interested in obtaining water from the Authority in order to operate a power plant. Mr. Heisey indicated that it will be approximately a year until there is a final decision as to whether they will build a plant in North Lebanon Twp. According to Mr. Steckbeck, who spoke to Mr. Culver, they are very interested in the use of FSWA water.

City of Lebanon Water Quality Report – Copies of the 2008 City of Lebanon Water Quality report was provided to the Board and to the Operations staff.

Customer Assistance Fund – A memo was presented to the Board suggesting that some type of fund be established in order to assist certain customers that were struggling financially due to the current economic situation. The Board tabled the matter and will bring it up for discussion during an executive session at a future meeting.

Postal Service - Lorrie Wright informed the Board that there have been issues with the Postal Service recently. There have been a number of complaints of payments not arriving at the office and also the office is having problems with mailed items being returned.

COMMITTEE REPORTS

Budget Committee – Mr. Heisey informed the Board that there will be a quarterly budget committee meeting sometime in April after all of the March financial reports are completed.

Operations Committee – Mr. Webber stated he would be in contact with the engineer to set up a committee meeting to discuss the S. F'burg plant design.

COMMENTS/COMPLAINTS

Daniel Lineaweaver, Lot 144 Spruce St., - Mr. Lineaweaver appeared before the Board to discuss connecting to the sewer system. He stated that he has been in contact with our solicitor and made arrangements to connect. Mr. Lineaweaver stated that he has no problem connecting but that he has no bathroom facilities in the building to hook up to. A well was dug last year and he pays the quarterly usage bill every quarter. Mr. Lineaweaver was informed that it is mandatory to connect to the sewer system and that he has to abandon the service of any outhouse on his property.

ADJOURNMENT

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

Respectfully submitted,

**Lorrie Wright
Office Manager/ Treasurer**