

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
August 2, 2010

The August 2, 2010 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

No comments or complaints.

MEETING MINUTES

The August 2, 2010 minutes were approved without objection.

TREASURER'S REPORT

Bills Payables – Leonard Snavely made a motion to approve the Fredericksburg Sewer Payables in the amount of \$40,601.77, the Fredericksburg Water Payables in the amount of \$35,260.62, and the Monroe Valley Sewer Payables in the amount of \$816.21. Bob Webber seconded the motion. All voted in favor and the motion carried.

Financial Statement – Kevin Organtini 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 – Engineering assisted the Administrative staff, specifically, interpreting the DEP connection ban, digital recorder issues and consultation on possible water theft.

Fredericksburg Plant Expansion / South Fredericksburg – The treatment plant design continues. Details of the structural, process equipment, electrical, HVAC and plumbing designs continue. Plans are ready to be submitted to the state but are waiting until the Act 537 Plan is completed.

The revised Act 537 Plan was advertised for public comment. Only one comment was received to date (Dale Snader). Comment period runs until August 11th after which all comments will be addressed and documented in the appendix of the plan and the plan submitted to Pa DEP.

Engineering has received copies of the correspondence from PaDEP regarding the need for a project schedule for the major milestones of the WWTP and South Fredericksburg Project. A tentative schedule has been prepared which needs to be reviewed and edited. A meeting will be scheduled with appropriate board members and engineering to finalize the schedule and prepare the response letter. The letter needs to be received by Pa DEP by Friday, August 13th, 2010 to meet their response deadline. Bethel Township Supervisors were scheduled to vote on the Act 537 Plan at their August 12th meeting. According to a letter

received from Atty Enck, the township supervisors will not be able to take action until their September 9th meeting because one supervisor will be on vacation on August 12th and another will abstain from voting because he is an employee of a business that will benefit from the Plan Update.

Fredericksburg WWTP Support – Laboratory test results on the Fredericksburg WWTP continue to be reviewed by the engineering staff to watch for abnormalities and assist the operations staff as requested. BC Natural and Farmers Pride surcharge calculations were over their limits. Action will have to be taken against BC and Farmers Pride because of the DEP Consent Order. Surcharge options were discussed under New Business.

Engineering received copies of the correspondence from the PaDEP regarding the projected hydraulic and organic overloads in the 2009 Chapter 94 report and the need for an updated Corrective Action Plan (CAP). The updated CAP will tie in with the Act 537 Plan Update and the reply to PaDEP on the WWTP and South Fredericksburg schedule and will have it ready for review and approval at the next board meeting.

Monroe Valley WWTP Operations Support – Engineering continues to review lab test results to watch for abnormalities and assist the operations staff as requested. There have been no issues to report since the last meeting.

FSWA Water System Operations Support – Engineering continues to review laboratory test results on the water system to watch for abnormalities and assist the operations staff as requested. There were no issues to report since the last meeting.

Water System Improvements – New 1 Mil Gal Tank; Water Source – The final edits to the plans and specifications are being made to get them ready for the bidding process.

The subdivision plan was signed by the Chairman so that it would be ready for approval at the next meeting of the Bethel Township Planning Commission. Copies of the application for the land development plan were presented for the Chairman's signature. Checks for the application process were prepared by the administrative staff and presented to the engineer.

SOLICITOR'S REPORT

Resolution 2010-7 was presented to the Board by Atty Fitzgibbons. This resolution approves the issuance of \$1,000,000 grant anticipation note, series 2010, \$1,457,000 water revenue note, series A of 2010, \$845,000 water revenue note, series B of 2010 and \$490,000 water revenue note, series C of 2010. Bob Webber made a motion to approve Resolution 2010-7. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

Monroe Valley Lawsuits – Atty Fitzgibbons confirmed that Michael Gristick is deceased and we are waiting for his estate to be opened.

Marks and Blair accounts are settled. Alexander account still remains open.

Fredericksburg Lawsuits – Zimmerman accounts still remain open.

Caporaletti Agreements – Leonard Snavelly made a motion to approve the First Amendment to Sewer Capacity Purchase Agreement between the FSWA and Full Circle Mtn, LLC., a Sewer Connection Agreement between the FSWA and

Caporaletti Golf Management, Inc., and a Sewer Connection Agreement between the FSWA and Monroe Valley Golf Club, L.P. Bob Webber seconded the motion. All voted in favor and the motion carried.

OFFICE MANAGER'S REPORT

Monroe Valley Service Area – Numerous calls and office visits continue regarding the Monroe Valley rate increase. Ms. Wright requested permission to discontinue the monthly billing for Monroe Valley. Kevin Organtini made a motion authorizing the office staff to discontinue the monthly billing effective immediately. Rick Rudy seconded the motion. All voted in favor and the motion carried. A letter will be sent to all Monroe Valley customers explaining the billing cycle change.

Rosemarie Pakosky who owns a property at 132 Lakeside Drive in Camp Strause submitted a request to be listed as a “non status” use in order to avoid payment for sewer usage. She claims that the building is unoccupied and has been without occupancy for a number of years. The Board stated that they have no recourse but to bill her and instructed the office manager to continue to do so.

Fredericksburg Service Area – 2nd requests for Public notification information will be mailed later this week.

Misc. – An updated version of Flexibill was installed last week.

The office staff is experiencing problems with the postal service. There have been several complaints from customers that they aren't receiving their bills. Through an inquiry from the office manager, it was learned that the Fredericksburg billing forms are damaged as a result of jamming their machines and in turn do not reach our customers. The Postmaster never notified the office of the problem. The Board instructed the office manager to submit a complaint to Harrisburg.

Ms Wright presented the Board with a proposal from Comcast for internet and phone service. Currently the Authority pays approximately \$52.00 for monthly internet service and approximately \$200.00 for monthly phone service for the Administrative Office. Comcast is offering internet, phone and fax for \$168.90 per month. There will be a one time activation fee of \$24.95 per phone line. Ms Wright recommended a 3 year agreement which includes free installation and the price will be locked in the entire time at the monthly rate of \$168.90. They also offer one month of free service with a 3 year agreement. Dale Bevans made a motion to authorize the office manager to transfer from Verizon and Lebanon Mobilfone and proceed with the 3 year agreement with Comcast for internet and phone/fax service. Rick Rudy seconded the motion. All voted in favor and the motion carried.

Ms Wright discussed the transfer of the FNB checking accounts into Fulton Bank. Per the loan agreement, Fulton Bank requires a full depository relationship with FSWA. Due to the fact that all the checking accounts are tied into each other, Lorrie requested that the Board authorize transferring all of the checking accounts, not just one. The Board stated that they only authorized the transfer of the reserve accounts.

OPERATOR'S REPORT

Monroe Valley Sewer – The daily testing of the PH and DO was performed.

The digester was decanted.

Daily flow is recorded.

UV pit was washed and bulbs were cleaned.

The staff is making a screen to block plastics, rubber, and cloth from entering the UV pit.

Mowed grass.

Fredericksburg Sewer System – Tanks were washed.

The dialer receptacle was replaced at the East Main Street Pump Station.

Grease trap inspections were performed at the American Legion and Farmers Pride.

Sludge return rates have been recorded daily.

Poly tank was filled daily and screens were cleaned daily.

The daily testing of PH, DO and Chlorine residual was performed.

Wasted sludge as needed.

Mowed grass

Fredericksburg Water System – Well #5 cleaning contract was signed.

Filters are changed as needed.

The daily testing of Fluoride and Chlorine residual was performed.

Plant and well flows were recorded daily.

Theft of service investigation ongoing regarding Jeffrey Zimmerman at 143 Mechanic St. After some discussion, the Operator was instructed to discuss the situation with the Pa State Police and report back to the Board.

BC Natural had a water leak over the weekend. AH Moyer repaired the leak and informed BC that their line was bad and should be replaced. A letter will be sent to BC informing them that they will have to install a meter pit right inside their property line at which time a new compound radio read meter will be installed inside the pit and a new line installed into their plant. Construction will be according to FSWA standards and inspections will be performed while the ditch is still open.

OLD BUSINESS

BC Natural Notice of Violation – A response was received from Tom O'Connor; BC Natural stating that they continue to investigate but find no evidence that processing water is entering the FSWA system. Their records indicate that they discharge an average of 900 gallons per day which should not impact the FSWA. Meters are being calibrated this month. BC representatives would like to meet with FSWA Board members to discuss the situation. Mr. Heisey stated that they were asked to provide a Corrective Action Plan which was not done. FSWA is in violation partly because BC's discharge into our system. Dale Bevans made a motion to send a letter to BC informing them of and encouraging them to attend a Show Cause Hearing being held at our August 16th meeting. Rick Rudy seconded the motion. All voted in favor and the motion carried. The Operator was instructed to install a sampler in the manhole in front of BC.

A Notice of Violation letter will be sent to Farmers Pride informing them of their discharge violations.

The Board discussed penalizing the chicken plants for multiple monthly overages in addition to their extra waste surcharges.

It was suggested that a letter be sent to Hain Pure Protein informing them that they have had a few overages also.

The Board would like to obtain copies of the DEP Consent Orders sent to BC Natural, Farmers Pride and Hain Pure Protein.

According to Resolution 2003-3, Section 6, 6-1 Civil Penalties: Any user who is found to have violated an Order of the FSWA or who is willfully or negligently or failed to comply with any provisions of this Resolution and the orders, rules, regulations and permits issued hereunder, shall pay a Civil Penalty of not less than One Hundred Dollars nor more than One Thousand Dollars for each offense. Each day on which a violation shall occur or continue shall be deemed a separate and distinct offense.

NEW BUSINESS

COMMITTEE REPORTS

Budget Committee – Mr. Heisey indicated that Mr. Snavely, Atty Fitzgibbons and himself met with John Caporaletti to discuss his Sewer Capacity Agreement.

COMMENTS/COMPLAINTS

Atty Fitzgibbons reported that according to the State Ethics Act relating to Supervisor Mengles' decision not to vote on the Act 537 Plan Update. In the case of a three member governing body of a political subdivision where one member has abstained from voting as a result of a conflict of interest and the remaining two members of the governing body have cast opposing votes, the member who has abstained shall be permitted to break the tie vote if disclosure is made. Therefore, Atty Fitzgibbons does not feel that Mr. Mengle has a conflict of interest which would preclude him from voting.

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**