

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**July 19, 2010**

The July 19, 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**

A large number of people from the Camp Strause area attended the meeting to voice their opinions and express their displeasure with the recent rate increase for the Monroe Valley sewer district. The Board answered their questions as well as possible and explained that the rates had to be raised in order for the Authority to meet their financial obligations. Several indicated they would contact their legislators to voice complaints. Many left the meeting with a better understanding but still unhappy. A copy of the sign in sheet is attached to the minutes.

**MEETING MINUTES**

The June 21, 2010 minutes were approved without objection.

**TREASURER'S REPORT**

**Bills Payables** – Rick Rudy made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$29,934.88, the Fredericksburg Water Payables in the amount of \$10,173.32, and the Monroe Valley Sewer Payables in the amount of \$6,781.06. Kevin Organtini 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. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

**ENGINEER'S REPORT**

**General/Administrative** – Engineering continues to assist the Administrative staff as requested.

**Fredericksburg Plant Expansion / South Fredericksburg** – The treatment plant design continues. Engineering is currently working through the details of the structural, process equipment, electrical, HVAC and plumbing designs. A copy of the plans were provided to the Board for review.

Engineering is still waiting for word on the issuance of the Highway Occupancy Permits.

The Bethel Township Supervisors authorized the advertisement of the revised Act 537 Plan. It was advertised for the final time on Monday, July 12<sup>th</sup>. The 30 day comment period will run until August 11<sup>th</sup> after which all comments will be addressed, documented in the appendix of the plan and submitted to the PA DEP.

The CFA H2O PA grant application was submitted by the July 1<sup>st</sup> deadline so that it will be considered at the November 2010 CFA Board meeting.

**Fredericksburg WWTP Operations Support** – Inspections were performed at Hain Pure Protein and the Speedway Car Wash for industrial waste or grease trap issues. Both were found to be acceptable with no illegal discharges or need for any upgrades or improvements.

The Chairman and Mr. Lutzkanin had a meeting with DEP on July 13<sup>th</sup> to address DEP's enforcement of the Fredericksburg WWTP NPDES permit and potential hydraulic and organic overloads of the plant as projected in the 2009 Annual Chapter 94 report.

**Monroe Valley WWTP Operations Support** – Laboratory test results continue to be reviewed by the engineers. There were no issues to report since the last meeting.

**FSWA Water System Operations Support** – Laboratory test results continue to be reviewed by the engineers. There were no issues to report since the last meeting.

**Water System Improvements – New 1Mil Gal Tank; Water Source** – Final edits to the plans and specifications are being made to get them ready for the bidding process. The heated room is being bid as two bid alternates, one a partial area and the other the full area of the tower base, to allow the board to choose which option they want to have installed after they have seen the price differential. Engineering is still waiting for Bethel Township's approval of the subdivision plan so FSWA can acquire ownership from Farmers Pride.

### **SOLICITOR'S REPORT**

**New Water Tank Financing** – The solicitor reported that the preliminary settlement scheduled for Tuesday, July 20<sup>th</sup> will be delayed. FNB of Fredericksburg has not yet submitted documentation indicating they will agree that their existing loan will be on equal footing with the new Fulton loan.

**Writs to Connect** - Settlements are forthcoming on the Marks and Blair properties. There are only a few remaining delinquencies.

**Plant Tours** – Mr. Fitzgibbons suggested that if the Authority plans to schedule tours of the Monroe Valley WWTP there should be a Hold Harmless Agreement in place. He will email a draft of an agreement to the Authority office.

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

**Fredericksburg Service Area** – Fredericksburg shut offs occurred on June 28<sup>th</sup>. Water service at 107 and 109 W. Main Street was terminated. The owner of the property brought those accounts up to date and paid the balance due in order to restore water service.

The Fredericksburg quarterly and monthly billings were processed during the week of July 5<sup>th</sup>. Quarterly billings totaled \$116,741.57 and the monthly billing totaled \$71,597.72.

Property owners of 119 S. Center Street (formerly the K & E building) purchased their 4 remaining EDU's.

Three sewer permits were purchased for Shirk Drive and the last remaining sewer permit on Village Drive was purchased.

Grease Trap inspections continue – Farmers Pride is scheduled for Tuesday, July 27<sup>th</sup>.

**Monroe Valley Service Area** – Monroe Valley monthly billing was processed during the week of July 5<sup>th</sup>. Total amount billed was \$23,243.57. Numerous calls and office visits were handled by the office staff.

Swatara Township submitted their quarterly payment in the amount of \$33,381.00 on June 29<sup>th</sup>.

Patricia Askew submitted a request to relinquish an EDU at 112 Lakeside Drive in order to avoid receiving future invoices. This address is a garage that is not connected to the sewer system with no sink, shower or toilet on the property. The Board suggested that she contact the Bethel Township Zoning Office. A letter will be sent to the Twp. Zoning Office by the Authority on behalf of Ms. Askew.

**Misc.** – Payroll 13 and 14 have been processed.

State and federal taxes were processed and submitted.

The office staff have been experiencing numerous problems with the Harris billing software. A call was made to the Partho Sarkar, VP of Harris Systems stating our problem and lack of trust in the system. Mr. Sarkar indicated he would look into the problem and report back by the end of this week.

DEP recommended that the Rapid Response Notification requests should be mailed out at least two more times to those customers that failed to complete and return one.

Greenawalt and Company submitted the final copies of the 2009 audit. Copies were provided to the Board.

The Fulton Bank financing proposal required that the FSWA use them as a bank depository.

Ms. Wright recommended that the FNB reserve accounts be transferred to Fulton and asked permission to close out the Jonestown Bank Water account. JBT requires a minimum balance of \$25,000.00 or they charge a once a month \$50.00 fee. Rick Rudy made a motion to close the Jonestown Bank account and open reserve accounts with Fulton Bank. Leonard Snavelly seconded the motion. All voted in favor and the motion carried.

Mr. Bevans asked that the Secretary research online sewer and water payments. Eventually website information should be included on the sewer and water invoices.

### **OPERATOR'S REPORT**

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

Flow was recorded daily.

Post EQ valve was changed and tank was cleaned.

UV pit was washed.

Grass mowed.

**FSWA Water System** - Filters are changed as needed.

The daily testing of Fluoride and Chlorine residual is performed.

Plant and well daily flows are recorded.

Well #5 quotes were presented to the Board for review. After discussion Bob Webber made a motion to accept the bid from B.L. Myers in the amount of \$6,960.00. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

Well #5 breaker was tripping over the weekend. The engineer suggested replacing the breaker.

**FSWA Sewer System** – The digester mixer was repaired.

Sludge return rates were adjusted daily.

Poly tank was filled daily and screens were cleaned

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

Sludge was hauled. Wasted sludge as needed.

Chlorine feed system was repaired.

Mowed grass and washed tanks.

**Misc.** – Scott Lutz informed the Board that he backed the Ranger into the Chevy which resulted in a crinkled fender and a bent bumper to the Chevy and a broken tail light on the Ranger. He obtained a quote in the amount of \$987.00 to repair the damage. There is a \$250.00 deductible through the insurance company. The Board instructed the operator to file a report with the insurance company. Dale Bevans made a motion authorizing the operator to obtain another bid and use the lower bid to repair the damages. Bob Webber seconded the motion. All voted in favor and the motion carried.

## **OLD BUSINESS**

## **NEW BUSINESS**

### **COMMITTEE REPORTS**

**Budget Committee** – Mr. Heisey reported that on July 10<sup>th</sup> he along with Mr. Lutzkanin met with DEP to discuss their recent Notice of Violation. FSWA will have 30 days to respond. DEP will also be submitting correspondence to Bethel Township.

Mr. Steckbeck indicated that he spoke to the Bethel Township Supervisors to discuss finance options for the new WWTP and the S. Fredericksburg sewer system. The Supervisors had concerns regarding the term of the loan and if there would be a guarantee from Farmers Pride. Atty Enck, Bethel Twp's solicitor, is also comfortable for the supervisors to cosign and pledge tax revenues against a project that will only serve a portion of their municipality. Mr. Steckbeck recommended that the Board along with Mr. Sechler from Farmers Pride talk to the Supervisors. The Board instructed the engineer to schedule a meeting at Farmers Pride.

## **COMMENTS/COMPLAINTS**

Mr. Rudy stated that he has a problem with DEP's comments and their attitude in regards to their recent Notice of Violation. He feels strongly about it and is tired of DEP shoving it to the Authority. DEP's letter states that due to violations reported on FSWA monthly discharge monitoring reports and violations found during department inspections of the FSWA treatment plant they are obligated to pursue a civil penalty settlement. To accomplish this and an effort to avoid litigation DEP proposes settling these violations through an execution of a consent order agreement with corrective actions and a civil penalty settlement in the amount of \$20,000.00. After some discussion, the Board decided to put together a timeline and have a draft response available by the August 2<sup>nd</sup> meeting. The Board also discussed the letter that was sent to BC informing them of their Notice of Violation. BC is to respond to the Authority with a Corrective Action Plan by July 31<sup>st</sup>. If a response is not received then the Authority could send a letter asking them to show cause why we should not revoke their permit.

### **ADJOURNMENT**

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

**Respectfully submitted,**

**Lorrie Wright,  
Secretary/Treasurer**