

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
January 18, 2010

The January 18, 2010 meeting was called to order by Chairman, Jim Heisey. Roll call was taken by Secretary, Lorrie Wright. Those in attendance were Jim Heisey, Bob Webber, Leonard Snavelly, Dale Bevans, and Kevin Organtini. Rick Rudy was in attendance after roll call. Also in attendance were Tony Fitzgibbons, Scott Lutz, Paul Lutzkanin, Jeff Steckbeck, and Lorrie Wright.

COMMENTS/COMPLAINTS

Tom Hilton, Account Representative for Transworld Systems, gave a brief overview of their collections approach. The Board stated that they would discuss the matter and, if beneficial, invite him back for a more detailed discussion with the Budget/ Administration Committee.

MEETING MINUTES

The January 4, 2010 meeting minutes were approved without objection.

TREASURER'S REPORT

Bills Payables – Dale Bevans made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$12,472.51, the Fredericksburg Water Payables in the amount of \$20,179.15, and the Monroe Valley Payables in the amount of \$4,788.86. Leonard Snavelly 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. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

ENGINEER'S REPORT

General / Administrative – Engineering assisted the office staff with situations regarding reservation agreements, EDU allocations, water service line installation standards and various water and sewer service location issues.

Updated Standard Details of water service lines and laterals, (W1, W2, W7) were presented for review. The changes were primarily concerning the materials allowed for water service lines and Note 5 was added. Mr. Rudy recommended adding "12 or 14 gauge bare copper wire" on the Details to help locate the service line when necessary.

Fredericksburg Plant Expansion – Design work continues on the new treatment plant.

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

FSWA Water System Operations Support – Engineering continues to review the laboratory test results on the water system to watch for abnormalities and assist operations staff as requested.

Allied Controls was asked to update the quote for installing monitoring equipment at each of the poultry plants and tying them into the FSWA SCADA system. The quotes reflected a 3% price increase effective January 2010 and are contingent upon all three of the systems being installed. A portion of each quote includes changes to the software and hardware of the water system SCADA system which must be made whether one, two or all three of the monitoring sites are added. The next step is to contact the poultry plant operators with the updated numbers and work with them to get the system modifications in place.

Research was done on the AWWA recommendations for testing and replacement of water meters and the currently installed water meter at the Oak Ridge Mobile Home Community. AWWA does not specifically recommend testing frequencies or life expectancies for water meters. Although they do present a standard chart for testing frequencies without specifically recommending them as a standard. The solicitor recommended that the Board issue a letter to Oak Ridge informing them to install a 6" compound radio read meter and upgrade their meter pit to acceptable standards. The engineer recommended gathering all historical paperwork and reporting to the Board prior to sending the letter. The Board instructed the operator to provide a quote for a meter for the next meeting.

Water System Expansion Project – Engineering has almost completed the design of the Isolation Valve Pit at the intersection of Route 22 and Legionnaire Drive and are making the final preparations to submit the response to the DEP comments letter. This will get the Water System Permit Application for the tower and South Fredericksburg water distribution lines moving again. The NPDES permits from LCCD were required and have both been received. With the change of scope of the project, the design of the valve pit had to be completed as part of the response.

Mr. Heisey informed the Board that Mr. Beers, City of Lebanon Authority, has indicated that they are not interested in purchasing our water system. The purchase would require that our rate payers pay to construct the system and for the City of Lebanon to buy the system.

Since the Authority was approved for the \$1 million H2O Pa Grant for the new water tower and valve pit, Mr. Heisey suggested looking into some type of financing needed to guarantee funding for the balance of the water project. The Board instructed the solicitor and engineer to look into options available and secure quotes.

SOLICITOR'S REPORT

L & L Pig Producers – The solicitor contacted Nelson Ebersole to work up an appraisal as if doing a condemnation.

OFFICE MANAGER'S REPORT

Water Emergency Notice – Ms. Wright informed the Board that the office received a notice from the City of Lebanon Authority requesting information necessary to notify their customers of any water emergency. The Authority has not yet been informed of any requirement. The Board indicated that this compliance only pertains to water utilities with 1000 or more customers. The Board did feel that at some point it would be beneficial to consider looking into some kind of notification system.

Dirty Water Complaint – Ms. Wright presented a letter written by Carol Wolfe, 140 E. Main St. The letter stated that she has been having problems with dirty water for 5-6 years. She requested the matter be brought to the Board's attention. After some discussion, the Board felt she had old plumbing and as the water sits still particulates may accumulate inside the pipes and as soon as the water is turned on it is transmitted through the pipes. Mr. Heisey stated that he would draft a letter to Ms. Wolfe stating that the Authority would send someone to investigate the situation.

OPERATOR'S REPORT

Monroe Valley Sewer – UV pit was washed and bulbs were cleaned.
Heat was installed in the garage.

Aqua rewired a valve.

Work is being done on the A/C in the main building.

A grinder pump inspection was performed.

FSWA Water System – The Fluoride system was repaired. It needed a new solenoid and saturator tubes.

The valve box at Redner's was repaired.

Meters were read.

FSWA Sewer System – Tanks were washed.

Sludge was hauled.

The Richard Hills Pump Station pump was pulled and sent for repair. A spare rebuilt pump was installed.

Dialers are being worked on.

Repaired aerator was installed in the ditch.

OLD BUSINESS

Copy Machine Proposal / Recommendation – Mr. Organtini reported that the Budget/Administrative Committee met with all three vendors to discuss their proposals. After some discussion, Bob Webber made a motion to lease a new copy machine with Commonwealth Business Copies. Kevin Organtini seconded the motion. Mr. Snavely, Mr. Heisey, Mr. Bevans, Mr. Organtini, and Mr. Webber voted in favor and the motion carried. Mr. Rudy left the building.

NEW BUSINESS

COMMITTEE REPORTS

Budget / Administrative Committee – Mr. Heisey indicated that the Budget - Admin Committee spent over 5 hours doing copy machine research.

COMMENTS/COMPLAINTS

Steve Warneck submitted a letter to the Authority thanking Mr. Webber and Mr. Snader for their assistance at 16 Aster Lane.

ADJOURNMENT

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

Respectfully submitted,

**Lorrie Wright
Secretary/Treasurer**