

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
September 20, 2010**

The September 20, 2010 meeting was called to order by Chairman Jim Heisey. Roll call was taken by Secretary Lorrie Wright. Those “present” were Jim Heisey, Rick Rudy, Leonard Snavely and Dale Bevans. Those “here” were Bob Webber and Kevin Organtini. Jeff Steckbeck and Lorrie Wright were “present”. Tony Fitzgibbons and Scott Lutz were “here”.

COMMENTS/COMPLAINTS

No Comments.

MEETING MINUTES

The August 16, 2010 meeting minutes were approved without objection.

TREASURER’S REPORT

Bills Payables – Bob Webber made a motion to approve the Fredericksburg Sewer Payables in the amount of \$55,138.75, the Fredericksburg Water Payables in the amount of \$93,003.74, and the Monroe Valley Sewer Payables in the amount of \$6,124.52. Dale Bevans 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. Bob Webber seconded the motion. All voted in favor and the motion carried.

ENGINEER’S REPORT

General / Administrative – Engineering responded to requests for assistance from the Administrative Staff as necessary, most recently the changeover to Comcast and the IT communication issues which resulted therefrom.

Fredericksburg Plant Expansion / South Fredericksburg – The treatment plant design continues. Work continues on the details of the structural, process equipment, electrical, HVAC and plumbing designs. The DEP Part 1 and 2 Permit applications are ready to be filed with DEP. That process is currently being held up due to the ACT 537 Plan. Bethel Township Supervisors did consider the plan again at their September meeting. The Supervisors tabled the matter and no action was taken. The supervisors expressed their concerns at a separate meeting with the engineer and chairman. Hopefully there will be an approval at the October township meeting. The supervisors are concerned about cost. They would like to know the cost of the initial installation. The engineer is working on costing out the options discussed.

The CFA H2O Pa grant application was submitted by the July 1st deadline so that it will be considered at the November 2010 CFA Board meeting. Engineering continues to supplement the application as pertinent new data becomes available

(such as the revised financial calculation, and the DEP Consent Order Agreement).

The Chairman and Engineer met with Farmers Pride representatives in late August to go over project schedules, budgets, and project user fees for Farmers Pride discharges into the new treatment plant. They have since then met with Senator Folmer on August 24th and Representative Swanger on September 1st to seek their endorsements of our funding applications. Both will be issuing letters of support for our application for \$10 million of grant funding. There is a meeting with the Pa Secretary of Agriculture on September 22nd along with Scott Sechler to discuss ag funding and Dept of Agriculture support of the H2O application. The Bethel Township / Act 537 newspaper article prompted Bethel Township resident Greg Hostetter to assist Mr. Steckbeck with a contact at Congressman Holden's office for us to request a federal earmark for the new WWTP. The Board will be informed of the pending meeting.

Engineering reviewed the drawings of the PennDOT paving project proposed for State Route 343. The paving project extends from State Route 22 south to a point about 850 feet south of the Bethel Township – North Lebanon Township border. The Authority presently does not have any facilities in the area but there are proposed facilities for which we have already received PennDOT permits. Engineering will be coordinating with PennDOT to prevent a conflict between their project and the South Fredericksburg project.

Fredericksburg WWTP Operations Support – Engineering received a call from DEP regarding the Chapter 94 Corrective Action Plan (CAP) that was submitted on behalf of the Authority. They appreciate the submission and the points made but stated that the pending Consent Order and Agreement will essentially be the CAP. They are preparing a letter to the Authority which will reiterate that point.

Monroe Valley WWTP Operations Support – Engineering continues to review the laboratory test results on the Monroe Valley WWTP to watch for abnormalities and assist operations staff as requested.

Engineering assisted the operator with identification of laterals in Camp Strause. Recognizing the cause of confusion, changes were made to the index sheets for the Monroe Valley system and have provided Record Drawings copies for the Operator and Administrative Staff.

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

Bethel Township is in the process of designing a replacement for the bridge over Deep Run on Airport Road. Documentation was provided on the sewer and water facilities in the area.

B.L.Myers completed the work on well #5. Engineering reviewed the video of well #5 which was provided by B.L.Myers.

Water System Improvements – New 1MG Tank; Water Source: The final edits to the plans and specifications are being made to prepare 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.

The Bethel Township Supervisors approved the final subdivision plan at their September 2010 meeting. Signed and sealed drawings were delivered to the Lebanon County Recorder of Deeds office. The transfer of the deed can now be scheduled by the solicitor.

A Zoning hearing is tentatively scheduled for October 15th, 2010 in order for the Zoning Board to provide relief from a Manufacturing provision.

Advertisement for bids will occur by the end of September.

SOLICITOR'S REPORT

Full Circle Mtn – Monroe Valley - Tony Fitzgibbons reported that Mr. Caporaletti signed the amended Sewer Capacity Purchase Agreement and Sewer Connection Agreement. As soon as the solicitor receives the original signed copies he will forward them to the Authority for the chairman's signature.

Funck Reservation Agreement – Paul Kilar informed the board that he was in the process of negotiation with another developer for the Hillwood property. He wanted to know if he could use the Hillwood agreement as the template for those negotiations and the board agreed to permit him to do so. He also asked if it would be possible to transfer some of the Funck/Martin EDU's to the new developer, since the residential development was not imminent. The board agreed to permit the transfer, however that would mean that additional EDU's would have to be purchased for any residential development in the future.

OFFICE MANAGER'S REPORT

Fredericksburg Service Area – The Fredericksburg monthly bills were issued on September 3rd. Total charges were \$84,000.

Jeffrey Zimmerman, 143 Mechanic Street, corrected his illegal connection. An inspection of the connection occurred on August 19th.

Comcast was installed on August 24th. There were issues regarding the installation but Comcast is working with the office staff to correct the problems.

PennDOT submitted drawings for a proposed state paving project on Route 343. Drawings were submitted to the engineer's office review.

The first H2O reimbursement was received from DCED in the amount of \$63,474.00. Monies were deposited in the Fulton Water Reserve Account.

FNB Water loans were paid off on August 18th. Fulton water loans will be due on a quarterly basis beginning in December 2010. A letter of explanation was mailed to Farmers Pride along with a payment installment schedule.

A meeting was held with Fulton Bank representatives to discuss banking options on September 7th.

A copy of the response letter from BC's engineer was provided to the Board.

Monroe Valley Service Area – The Monroe Valley quarterly bills were issued on September 10th. Total charges were \$46,272 with a prior balance of \$22,663.

Swatara Township was invoiced for \$34,632.00.

The Quarry/Bentz property has been connected and inspected on September 16th.

A call was made to Vickie Johnson from PennVest to inquire about the status of amending our principal payments. A copy of a PennVest memorandum was discussed.

OPERATOR'S REPORT

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

Flow was recorded daily.

Digester was decanted.

UV pit was washed and bulbs were cleaned.

The staff made and installed stainless steel screens for effluent.

One sewer inspection was performed.

The Davis grinder station went out again and a new pump was installed. The old pump is being repaired and will be kept in stock as a spare.

The garage and inside of the treatment plant building was cleaned.

Grass was mowed.

Fredericksburg Water System – The staff assisted PennDOT on a Pa One Call regarding a sinkhole on the east side of Legionnaire's Drive.

Well #5 was cleaned and put back in service. Water level is holding steady at about 30 feet above the pump. Filter bags are lasting 4-5 days. Pump rate is down to about 40 gallons per minute from 70 gallons per minute.

Farmers Pride is having issues with their rear well and will be using more of our water.

Lead and Copper testing was performed. These tests need to be done again because lab issued bottles did not meet DEP requirements.

A valve box was repaired at School Drive and Mowry Road.

Hydrant flushing is planned for Friday, October 15th. The office staff will provide a notice via the Rapid Response Public Notification System and on the October sewer and water billing. Mr. Rudy will look into the availability of the fire company sign. Once confirmed a donation will be discussed.

Fredericksburg Sewer System – Industrial and domestic samples are being collected. The staff noticed water backing up in the manhole east of the creek on Pine Grove Street. The line that runs back to the trailer park across the creek from Hain was cleared. Lebanon was contacted to camera the sewer line.

The plant received 67 Pa One calls and only 15 needed to be marked.

Industrial sampling results were provided to the Board for review. The Board suggested that the operator include influent results taken from the wet well at the treatment plant. The Board also discussed the possibility of splitting samples with the chicken plants in order to compare lab results.

Tanks were washed and sludge return rates were adjusted daily. The Poly tank was filled and screens cleaned daily. PH, DO, and Chlorine residual was tested daily. Sludge was hauled. Grass was mowed.

OLD BUSINESS

Mr. Webber instructed the operator to place dye in the R. Kreiser sewer line located in Camp Strause to determine if they are connected. If necessary, the

office staff will address a letter to Mr. Kreiser instructing him to make the connection and dispose of his septic tank within 90 days.

NEW BUSINESS

Water Meter Maintenance Program – The Office Manager informed the Board that the radio read meter batteries are nearing their 10 life expectancy. It was suggested that a program be implemented to prepare for any needed replacements. The operator stated that the life expectancy of a meter is 15 years. Mr. Heisey suggested that between 8-9 years a schedule be implemented for battery replacement. The Board instructed the office manager and operator to come up with a number of meters that would need batteries replaced on an annual basis and the cost involved in order to allocate the necessary funds.

COMMITTEE REPORTS

Budget Committee – The Budget Committee is scheduled to meet on Thursday, September 23rd at 10:30 AM.

COMMENTS/COMPLAINTS

The Board answered questions from an audience member regarding the billing procedures, the financing of the new water tower, and Post Office problems.

EXECUTIVE SESSION

After a brief recess, the Board went into an executive session to discuss any possible legal action with respect to the upcoming consent order from DEP, as well as a personnel matter. When the public meeting resumed, no official action was taken.

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**