

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
April 18, 2011

The April 18, 2011 meeting was called to order by Chairman Jim Heisey at 6:30 P.M.

ROLL CALL was taken by Secretary Lorrie Wright. Those in attendance were Jim Heisey, Rick Rudy, Bob Webber, Dale Bevans, Kevin Organtini and Tom Demler. Also in attendance were Tony Fitzgibbons, Scott Lutz, Jeff Steckbeck and Lorrie Wright.

COMMENTS/COMPLAINTS

There were no comments or complaints.

MEETING MINUTES

The April 4, 2011 meeting minutes were accepted without objection.

TREASURER'S REPORT

Bills Payables – Bob Webber made a motion to approve the Fredericksburg Sewer Payables in the amount of \$17,798.41, the Fredericksburg Water Payables in the amount of \$6,813.52, and the Monroe Valley Sewer Payables in the amount of \$2,151.64. Tom Demler 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 with issues when requested.

Fredericksburg Plant Expansion / South Fredericksburg – Jeff Steckbeck met with the Bethel Township Supervisors on April 5th and again on April 14th to develop the final revisions to the Act 537 Plan. The language was modified to address comments received from DEP management. The Supervisors approved those revisions. A copy of those revisions was provided to the Board for review. The revised Act 537 Plan will be delivered to DEP on Tuesday, April 19th, 2011. Approval is anticipated by April 25th.

The Bog Turtle habitat study was completed and a report was filed with the U.S. Fish and Wildlife Service. Design continues on the 0.433 mgd plant.

An archaeological study will be required as the last of the environmental pre-requisites for both a PennVest or USDA funding application.

A Sewer Capacity Purchase Agreement was developed with the solicitor for presentation to Farmers Pride. Twp. Solicitor Enck has agreed to the form of the Agreement, but is still formulating opinions on the form of the required Letter of Credit.

Fredericksburg / Monroe Valley WWTP Operations Support - Engineering continues to review the laboratory test results to watch for abnormalities and assist the operations staff as requested. There were no issues which required engineering support since the last meeting.

FSWA Water System Operations Support – Engineering continues to review the laboratory test results to watch for abnormalities and assist the operations staff as requested. There were no issues which required engineering support since the last meeting.

Engineering continues to work out the details for the 4 log virus treatment changes. Three quotes will be solicited and a recommendation will be made at the May 16th board meeting, if not sooner.

House Bill 377, which would repeal the residential sprinkler mandate, was passed by both the House and the Senate and is expected to be signed by the Governor. However, it does require that builders offer the option to home buyers and in the event any home buyer accepts that option, a permitting and approval program will need to be in place. Engineering will work on finalizing those provisions.

Water System Improvements / New 1MG Tank; Water Source – Engineering continues to work with Caldwell Tanks to approve submittals for the tower.

Farmers Pride has hired Atty Zimmerman to handle their zoning permit application for their sign. Atty Zimmerman has met with the Zoning Officer and has filed a letter which requests issuance of a permit without need for a zoning hearing and is awaiting a formal decision from the Zoning Officer.

The Zoning Permit for construction of the tank was approved and issued to Caldwell Tanks. The UCC code review has been completed by Light-Heigel. They have granted Caldwell permission to proceed with the concrete placement for the foundation. Caldwell has several issues to address which must be submitted before they will be permitted to construct the steel tank portion.

SOLICITOR'S REPORT

Sewer Capacity Purchase Agreement - Tony Fitzgibbons reported that the Bethel Township Supervisors approved the Sewer Capacity Purchase Agreement, however, their only concern was the Letter of Credit. A copy was sent to Rhoads and Sinon for review. A copy of the Agreement will be sent to Farmers Pride as soon as a favorable opinion is rendered by Rhoads and Sinon.

Sprinkler Requirement Law – Atty Fitzgibbons confirmed that this law would soon be abolished.

OFFICE MANAGER'S REPORT

The Fredericksburg quarterly outstanding currently totals \$100,729.16.

The Fredericksburg monthly outstanding currently totals \$12,848.94.

The Monroe Valley current due is \$14,226.57. Outstanding Monroe Valley liens and sheriff sales total \$8,644.60.

Well surveys were completed and mailed last week.

Redner's responded to their extra strength waste correspondence. A copy of their response was provided to the board via email last week.

Sewer permit cancellation agreements were signed by Brian Smith for 2 & 6 Shirk Drive sewer permits. \$7,200.00 was refunded.
The 2010 audit begins Tuesday, April 19th.
Information is being collected for Zinn Insurance for the annual policy renewal.
The March DMR was provided to the Board for review.

OPERATOR'S REPORT

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

The UV pit, meter pit and discharge piping was cleaned out.

Screens were changed and cleaned.

A Kreiser development inspection was performed.

Fredericksburg Water System – The daily testing was performed.

A fire hydrant at Shirk Drive and Airport Drive was repaired.

Work continues on the Consumer Confidence Report.

Fredericksburg Sewer System – Sludge hauled. Wasted sludge as needed.

The sewer line in Richard Hills was videoed. Two small leaks were found from house toilets. The Board allowed the operations staff to perform a smoke test.

An Airport Road manhole was repaired.

DEP performed an inspection last week and suggested purchasing an up to date breathing apparatus for emergency purposes. An Emergency Response Plan update needs to be updated.

Scott Lutz spoke to the township about the manholes that need blacktop repair.

The township road crew will be in contact with the FSWA operations staff with a date.

Contact tanks were cleaned.

Compliance – There were no compliance issues.

OLD BUSINESS

Drought Contingency Plan- A revised copy of the Drought Contingency Plan was provided to the Board for review. The notification process will be revised to include the Rapid Response System. The Board instructed the secretary to place this item on the May 2nd agenda for approval.

NEW BUSINESS

The Board scheduled an annual Facility Tour for Monday, June 6th at 4:30 P.M.

Members are to meet at the Administration Office. The Board will hold their directors meeting following the tour.

COMMITTEE REPORTS

Budget Committee – The Budget Committee met on April 14th to review the Profit and Loss figures for the first quarter of 2011. Mr. Heisey reported that the budget figures look satisfactory.

Mr. Heisey also reported on clerical matters. The budget committee determined that the clerical overtime averaged 20 hours per pay period. The clerical staff does not mind working overtime but does not want to be required or expected to work overtime in order to complete work duties. The budget committee

recommended renovations be made to the back room of the office to accommodate board meetings so that more room would be available in the office to accommodate extra clerical staff. Rick Rudy raised the issue of the desirability of maintaining an office separate from the treatment plant. He said that the costs should be evaluated against the benefits of having a business office at a separate location. He mentioned that he believed there were business offices designed into the new plant and he felt that those offices should be used in preference to keeping the business office in Fredericksburg. Mr. Heisey mentioned that, based on comments he has received, most customers like an office in Fredericksburg. Mr. Demler said that the office is now centrally located and easy for most customers to get to. The board asked about the lease and was told that it would run until 2012, after which it would automatically renew. Mr. Heisey asked about our options in the event Mrs. Rentschler decided to move or sell, or in the event she passed away. Atty. Fitzgibbons said we had an option to purchase the building and the right to buy the building in the event someone else bid on it, by matching that bid. He stated that he would look over the lease and inform the board of our rights under it. Mr. Webber said he thought we should get some estimates to fix up the meeting room and said we already had one estimate, from Terry Smith. Mr. Heisey asked that the Smith bid be made available at the next meeting. The board agreed to discuss the issue further at our next meeting, after which a decision of some sort would be made.

COMMENTS/COMPLAINTS

There were no comments or complaints.

ADJOURNMENT

A motion to adjourn the meeting was made by Bob Webber and seconded by Rick Rudy. All voted in favor and the meeting adjourned at 7:41 P.M.

Respectfully submitted,

**Lorrie Wright,
Secretary/Treasurer**