

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 21, 2011

The March 21, 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, Bob Webber, Dale Bevans, Kevin Organtini and Tom Demler. Also in attendance were Tony Fitzgibbons, Scott Lutz, Paul Lutzkanin, Jeff Steckbeck and Lorrie Wright. Rick Rudy was not in attendance.

COMMENTS/COMPLAINTS

There were no Comments / Complaints.

MEETING MINUTES

The March 7, 2011 meeting minutes were approved as submitted.

TREASURER'S REPORT

Bills Payables – Dale Bevans made a motion to approve the Fredericksburg Sewer Payables in the amount of \$2,303.37, the Fredericksburg Water Payables in the amount of \$12,688.63, and the Monroe Valley Sewer Payables in the amount of \$884.87. Kevin Organtini 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. Tom Demler seconded the motion. All voted in favor and the motion carried.

ENGINEER'S REPORT

General Administrative – Engineering assisted the Administrative staff with technical issues regarding the minutes of the March 7th meeting. They also assisted the Office Manager with setting up MapWindows software on her computer so that she can identify customers within ½ mile radius of the wells.

Fredericksburg Plant Expansion / South Fredericksburg – Mr. Steckbeck and Mr. Lutzkanin attended a meeting held on March 16th at 1:00 P.M. in the offices of DEP on Elmerton Avenue to bring all of the involved and interested parties together one last time prior to the project proceeding. Representatives were present from Pa DEP, FSWA, Steckbeck Engineering, Fitzgibbons Law Offices, Bethel Township, Bell & Evans, BC Natural, Hain Pure Protein and Keystone Protein. The purpose of the meeting was to bring everyone up to speed on the status of projects at each entity and give everyone one last chance to pursue a joint wastewater treatment plant project. DEP has given the chicken industries 30 days to indicate if they intend to participate. Farmers Pride, BC Natural and Keystone Protein have expressed interest in evaluating the option to convey all of their flows to the new FSWA WWTP. Cost data will be provided to them so that they can make their decision within 30 days. Mr. Steckbeck will be meeting with

the Bethel Supervisors and Solicitor Enck on Tuesday, March 22nd to review their position on this subject.

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

Assistance was provided to the operations staff in debugging the data link from the effluent flow meter to the influent flow meter. It was determined that the data converter on the sampler was bad. A new unit was ordered.

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

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

Mr. Steckbeck and Mr. Lutzkanin met with DEP on March 9th to review the 4 Log Treatment of Viruses permit application. Tom Filip of DEP was satisfied with the submitted plan and a copy of the permit was received via email on March 11th. DEP granted an extension until July 1st to get the work completed and inspected. The engineers are to be commended on an awesome job in obtaining the permit despite overwhelming adversity.

The City of Lebanon's finalized water sprinkler connection details were provided to the board for review. After discussion the Board requested more information pertaining to metering fire and domestic lines on multiple dwelling units. A draft copy of an Application for Connection of Residential Sprinklers was provided to the Board.

Water System Improvements / New 1MG Tank; Water Source – Engineering has been reviewing shop drawings and most of the materials have been approved to this point. A meeting was held with the site contractor last week. Site work was delayed due to inclement weather.

The tank has been shifted over in order to eliminate the need to relocate the underground electrical service. This will result in a substantial savings.

SOLICITOR'S REPORT

Sewer Capacity Purchase Agreement – Dale Bevans made a motion to approve the Sewer Capacity Purchase Agreement as a preliminary agreement subject to any necessary revisions. Bob Webber seconded the motion. All voted in favor and the motion carried.

New Water Tank – Tom Demler made a motion to approve the combination deed and authorize the chairman's signature. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

20-22 Aster Lane Properties – Atty. Fitzgibbons provided a check to the Authority secretary in the amount of \$3,596.60 for the balance due for 20 & 22 Aster Lane up to the time of transfer / settlement. A tapping fee is still required for the second property.

T. Alexander, 132 Laurel Dr. – Atty Fitzgibbons reported that Bank of America, which is the mortgage holder for 132 Laurel Dr., requested a payoff amount.

OFFICE MANAGER'S REPORT

Fredericksburg / Monroe Valley Account Status - The Fredericksburg Termination Notices were posted on March 16th. Shut offs are scheduled for March 29th. Total outstanding to date is \$8,540.04.

The Fredericksburg Monthly accounts are due on March 24th. Total outstanding to date is \$49,999.01.

The Monroe Valley Quarterly billing is due on April 11th. Total outstanding to date is \$70,335.63. Current due is \$44,858.88. Prior due balance is \$25,476.75.

Gristick, Fawber and Alexander accounts are still scheduled for sheriff sale.

J. Greish, 114 Second St., paid his account in full. The lien will be recorded as Satisfied as soon as the check clears the bank.

Full Circle Mountain Reserve Sewer Capacity Payment - Full Circle Mtn's reserve sewer capacity invoice was due on March 17th. Payment has not been received yet. The Solicitor will work with the secretary and contact Mr. Capporaletti regarding payment. Tom Demler made a motion to temporarily transfer money to the Monroe Valley account in order to cover the April 1st PennVest loan payment subject to transfer back as soon as the funds become available. Bob Webber seconded the motion. All voted in favor and the motion carried.

Swatara Township / Monroe Valley - The Administrative staff is still researching the Monroe Valley / Swatara Township accounting discrepancy.

Redner's Extra Strength Discharge - A letter was sent to Jeff Huber / Redner's regarding their extra strength discharges. A copy of the letter was provided to the Board.

Well Survey - The list of property owners within a 1/2 mile radius of our wells is still being collected. The information will be submitted to the Operations staff as soon as it's completed.

On Demand Electric Rates – Proposed electric rates from On Demand were provided to the Board for review. Dale Bevans made a motion to accept a 2 year rate for all of the FSWA electric accounts. Bob Webber seconded the motion. The secretary was instructed to get updated / current rates and provide them to the Board. Kevin Organtini made a motion to authorize the chairman to sign a 2 year agreement with On Demand if the updated rates are similar to the proposed rates. Bob Webber seconded the motion. All voted in favor and the motion carried.

Fulton Bank Line of Credit – Mr. Heisey and Mr. Webber met with Mr. Ulrich from Fulton Bank to discuss the renewal of the Fulton Line of Credit for another year. Mr. Ulrich will work on the renewal paperwork in time for approval at our next meeting.

PMAA Spring Conference – The April 26th PMAA Spring Conference information was provided to the Board. Anyone interested in attending should contact the office staff. Deadline for registration is April 17th.

OPERATOR'S REPORT

Monroe Valley Sewer System – The daily testing of PH and DO was performed. Screens were changed and cleaned.

There were no issues with the recent rainfall during the week of March 7th.

Fredericksburg Water System – Jack Curry from DEP performed an inspection and noted a number of items that needed updated. The Emergency Response Plan was updated and awaiting approval. The Operations and Maintenance Plan needs updated.

The Chapter 110 Annual Water Supply report is finished.

Delinquent accounts were posted.

The staff located the reservoir drain along the driveway.

Fredericksburg Sewer System – The Odophos shipment was received.

The Richard Hills Pump Station was not able to keep after the flow due to the rainfall received during the week of March 7th. The overflow was reported to DEP. Manhole covers were pulled in Richard Hills. The Board instructed the operator to look into the cost of getting the manholes camera'd.

Wasted sludge as needed.

Sludge was hauled.

Compliance – March 10, 2011 – 3400 fecal flow, 313,000 for the day

OLD BUSINESS

There was no Old Business

NEW BUSINESS

There was no New Business

COMMITTEE REPORTS

Budget Committee – The Budget Committee will plan to meet on April 14th at 10:00 A.M.

COMMENTS/COMPLAINTS

There were no Comments / Complaints

ADJOURNMENT

A motion to adjourn the meeting was made by Bob Webber and seconded by Dale Bevans. All voted in favor and the meeting adjourned at 7:42 P.M.

Respectfully submitted,

**Lorrie Wright,
Secretary/Treasurer**