

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**August 6, 2012**

The August 6, 2012 meeting was called to order by Chairman Jim Heisey.

**ROLL CALL**

Roll call was taken by Secretary Lorrie Wright. Those in attendance were Jim Heisey, Dale Bevans and Tom Demler. Also in attendance were Tony Fitzgibbons, Paul Lutzkanin, Kevin Snader and Lorrie Wright.

**COMMENTS/COMPLAINTS**

**Judy Gordon, Deer Drive** - Mrs. Gordon appeared before the Board to comment that she is not happy about being forced to connect to the S. Fredericksburg sewer system when she has a perfectly good working septic system. The Board explained the process and events leading to the installation of the sewer system and the new WWTP. Mrs. Gordon asked if there was some kind of recourse to avoid the sewer connection. Atty. Fitzgibbons stated that every municipality is required to do sanitary sewer planning and the results showed that there were enough areas to warrant the installation of sanitary sewers.

**Jerry Wolfe** commented that the Authority/Township only did what they were legally required to do instead of individually notifying the residents that would be affected by this project. Atty. Fitzgibbons noted that the ACT 537 Plan was publically advertised. Mr. Wolfe also questioned the slope on the property owners pipe. The engineer provided the information to Mr. Wolfe.

**Curtis Bordner** asked the Board to consider extending the permit purchase deadline at the next Authority meeting. Mr. Heisey stated that the issue will be listed on the next agenda.

**SOLICITOR'S REPORT**

**Financial Security for the new WWTP** - Fulton Bank has agreed to furnish the required letter of credit in the amount of \$122,400 to Bethel Township to bond the improvements at the new WWTP. The solicitor is working with Steve Ulrich at Fulton Bank to finalize the issuance of the letter of credit. Atty. Fitzgibbons requested that the Board consider authorizing the Chairman and Secretary to sign the required documentation. Dale Bevans made a motion to authorize the Letter of Credit acquisition process and to authorize the Chairman and Secretary to sign the required documentation. Tom Demler seconded the motion. All voted in favor and the motion carried.

**Potential Office Purchase** - Atty. Fitzgibbons provided information to the Board pertaining to the potential purchase of the office building and suggested that any discussion should be done in an Executive Session.

**Employee Issues** - Atty. Fitzgibbons assisted the Secretary with issues related to S. Levan.

**MEETING MINUTES** The July 16, 2012 meeting minutes were accepted as submitted.

### **TREASURER'S REPORT**

**Bills Payables** – Tom Demler made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$11,185.46, the Fredericksburg Water Payables in the amount of \$140,608.87, the Monroe Valley Sewer Payables in the amount of \$7,198.25 and the S. Fredericksburg Sewer Payables in the amount of \$15,120.09. 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. Tom Demler seconded the motion. All voted in favor and the motion carried.

### **ENGINEER'S REPORT**

**Fredericksburg Plant Expansion / South Fredericksburg** - Design of the architectural and structural aspects of the new WWTP continue as bidding documents are being prepared in advance of the advertisement of bids. Engineering met with representatives of APR to investigate a distributed HVAC system for the office and lab building.

Engineering continues to work with the solicitor and several residents to revise some of the sewer routings to accommodate some of their requests and concerns. The changes are requiring modifications to the ROW exhibits in the project area. Work continues with the solicitor to obtain the revised ROW's. The preliminary/final land development plan for the WWTP site has been making the rounds for approval signatures. The plans were presented to the Board for approval this evening. Recording of the plan is awaiting financial security from FSWA's bank, which the solicitor is coordinating.

Final editing is being done to the Project Manual and Drawings for an August 16th advertising for bids on Contract #1 - South Fredericksburg Sanitary Sewers. The Disadvantaged Business Enterprise (DBE) process for Contract #1, which is required by the PennVest funding, has begun.

In response to questions from residents of Lights Church Road at the July 16th meeting, it's been confirmed that Lights Church Road and SR343 south of Greble Road are both clearly shown in Exhibit 2-7 of the Bethel Township ACT 537 Plan as being included in the South Fredericksburg Sewer Service Area.

**Fredericksburg WWTP Operations Support** - Engineering has contacted DEP regarding their notice for renewal of the NPDES permit for the existing WWTP. DEP indicated that the Authority will be able to extend the existing permit for the WWTP and engineering is in the process of obtaining that extension.

**Monroe Valley WWTP Operations Support** - Sulfide test lab reports have been sent to Dutchland and they are recommending an application of a coal-tar epoxy to the basin walls in SBRs 1 & 2. Dutchland also included a proposal from TT&T Finishing and catalog cut sheets for the recommended products. Those proposals were provided to the Board for review. The matter was referred to the

Operations Committee to review and make a recommendation at a future meeting.

Work continues to develop a concept for raising the Little Mountain Road pump station controls and generator.

**FSWA Water System Operations Support** - Allied Control Services is scheduled to install, configure, test and train the operations staff in the use of WIN-911 on Tuesday, August 14, 2012

**Water System Improvements / New 1MG Tank; Water Source** - The installation of the SCADA equipment for the new tower and the valve pit are scheduled for Tuesday, August 14, 2012.

The valve pit and its electrical service has been installed. Met Ed still needs to do the installation of a pole mounted transformer and tie in of the electrical service.

Proposal copies were presented to the Board for two varieties of mixer for the water towers. One was Caldwell "TAP-APP" bubble system. The second was the PAX propeller style system. The engineer recommended purchase of two (2) of the TAP-APP systems from Caldwell, the first at \$7,000 for the new tower and the second at \$20,000 for the existing tower, resulting in a total of \$27,000. As a comparison, two of the PAX systems would cost \$119,760. After discussion, Tom Demler made a motion to purchase a mixer from Caldwell for the new water tower from Caldwell in the amount of \$7,000 and to approve the purchase of a mixer from Caldwell in the amount of \$20,000 for the existing water tower as long as Caldwell locks in at that price for one year or until such time when the tank is inspected. Dale Bevans seconded the motion. All voted in favor and the motion carried.

Caldwell Change Order #1 was tabled at the July 16th meeting. This change order includes a number of items with a net total cost of \$45,703.84 and a 60 day time extension. Dale Bevans made a motion to authorize Change Order #1 from Caldwell. Tom Demler seconded the motion. All voted in favor and the motion carried.

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

**PennVest Water Loan** - The final payment towards the PV water loan was made on August 1, 2012. PennVest has been contacted and they will be sending the initial loan documents marked paid in full along with UCC lien termination instructions.

**Monroe Valley PennVest Loan** - The August 1st loan payment has been deducted from the Fulton Sewer Account. The remaining funds in the Fulton Monroe Valley Sewer bank account have been transferred to the Fulton Sewer bank account and is now closed. All Fredericksburg and Monroe Valley sewer transactions are now being done through the Fulton Sewer Account.

**August 2012 PMAA Conference** - Registration information was submitted to PMAA for Mr. Heisey and Mr. Demler. Confirmation receipts have been received.

**Unemployment Compensation** - An unemployment compensation claim for benefits was received in regards to S. Levan. PMAA was notified. All of the

information has been submitted to the state (by PMAA) for them to make the decision as to whether or not compensation should be granted or denied.

**Voluntary Water Conservation Notice** - A voluntary notice was posted on the FSWA website and sent to all water customers via the Rapid Response on Wednesday, July 18th. There was some confusion regarding the receipt of the message at the township office due to incoming calls being prompted. Mr. Bevans requested that a test call be made to the township to see how the message comes through to the township. The test will occur later in the week.

**2011 Water Quality Report** - The Board instructed the Secretary to issue a check to the Boy Scouts and get a signature confirming receipt of the check. Mr. Bevans stated he would contact the Scout Master and have him pick up the check at the office.

**Lebanon County Reassessment** - The exemption application was filed to have the land for the S. Fredericksburg WWTP property removed from the tax records. Information was received stating that the taxes are due for this year but will be removed afterwards.

**Laucks / S. Fredericksburg ROW Easement** - Bruce and Lisa Laucks ROW sewer easement was presented to the board for signature. Payment will be made to the Laucks.

**Direct Deposit** - Training and implementation of Direct Deposit will begin as soon as all of the bank account information sheets are returned.

**Zinn Insurance** - Zinn Insurance provided the new applications for the FSWA Package Policy and Workers Compensation policy which will now be a separate policy with Selective Insurance. The new policy applications were presented to the Board for signatures. The Board instructed the Secretary to sign the applications.

### **OPERATION MANAGER'S REPORT**

**Fredericksburg Sewer** - Ammonia levels at the sewer plant have been elevated for the last two weeks. Influent results appear to be stable. Process Control has not changed and we are still within NPDES limits at this time.

Mr. Snader made a recommendation to switch from Odophos to DelPac 2000. Comparison information was provided to the Board for review and discussion. After some discussion, Tom Demler made a motion to authorizing the operator to purchase the new product. Dale Bevans seconded the motion. All voted in favor and the motion carried. The operator was informed that any purchase that exceeds the state threshold must be bid appropriately.

Plumbing is completed and wiring has been started on the de-nitrification pumps.

**Fredericksburg Water** - Well rehab has started on Well #6. A new pump is needed. Duct tape was found around the inlet screen. This caused excessive strain on the pump. The pump can also be lowered 84' for more available water. Under current conditions, this would give us another month of pumping. At that time it was noted that the pulled well pump was sized way too big for our purposes. The operator presented the Board with proposals from Subsurface Technologies and Kohl Bros for a more suitable pump. The operator

recommended the Subsurface Technologies Option #2 package in the amount of \$7,633.62. After discussion, Tom Demler made a motion to authorize the purchase of Subsurface Technologies Option #2 American Marsh 6 Stage Pump in the amount of \$7,633.62. Dale Bevans seconded the motion. All voted in favor and the motion carried.

Ron Wenger from the Legion ball field has requested that the Authority plant shrubs around the new valve pit. Mr. Wenger has agreed to maintain the shrubs after they are planted. Boltz Tree Farm and Nursery can supply 8 evergreen shrubs for \$565.00. Tom Demler made a motion to authorize the purchase of 8 evergreen shrubs after summer. Dale Bevans seconded the motion. All voted in favor and the motion carried. The Board instructed the Operator to work out the planting responsibilities with Mr. Wenger.

**Monroe Valley Sewer** - The pumping station motors are all now rebuilt and a spare is in stock for emergency use.

Operations is still waiting for grinder parts from Gayle Corp.

**Miscellaneous** - There were no stipulated penalties for July 2012. DMR's were provided to the Board.

The operator met with a Dutchland subcontractor for an hour of overtime to discuss coating options for the basins.

### **OLD BUSINESS**

There was no Old Business.

### **NEW BUSINESS**

There was no New Business.

### **COMMITTEE REPORTS**

There were no Committee Reports.

### **COMMENTS/COMPLAINTS**

Mr. Ron Thompson asked if the Board was aware that the ball field near the pool was being watered the day after the water conservation notice was issued. The Board stated that the water notice was voluntary. The Rapid Response System had problems in notifying the township because of their telephone system and the fact that no recording occurs if a person to whom to direct the message is not keyed into the system. A test of the Rapid Response is scheduled to see if the problem can be resolved. Otherwise, all supervisors will be notified at their home telephone numbers. With respect to the water use, after the Authority noticed that the fields were being watered, a hydrant meter was placed on the hydrant that was being used. As a result, the township will be billed for the water used to irrigate the ballfield.

Mr. Bevans asked that everyone keep the Stauffer family in their prayers.

### **ADJOURNMENT**

A motion to adjourn the meeting was made by Tom Demler and seconded by Dale Bevans. All voted in favor and the meeting was adjourned.

**Respectfully submitted,  
Lorrie Wright, Secretary/Treasurer**