

**FREDERICKSBURG SEWER & WATER AUTHORITY  
MEETING MINUTES  
December 17, 2012**

The meeting was called to order by Chairman Jim Heisey.

**ROLL CALL**

Those in attendance were Jim Heisey, Rick Rudy, Dale Bevans, Tom Demler and Ron Thompson. Also in attendance were Tony Fitzgibbons, Jeff Steckbeck and Kevin Snader.

**COMMENTS/COMPLAINTS**

There were no comments or complaints.

**MEETING MINUTES**

The December 3, 2012 meeting minutes were accepted as submitted.

**TREASURER'S REPORT**

**Bills Payables** – Dale Bevans made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$6,829.89, the Fredericksburg Water Payables in the amount of \$46,414.64, the Monroe Valley Sewer Payables in the amount of \$3,037.33 and the Sewer Construction Payables in the amount of \$57,269.42. Tom Demler seconded the motion. All voted in favor and the motion carried.

**Financial Statement** – Tom Demler made a motion to approve the financial statement as submitted. Dale Bevans seconded the motion. All voted in favor and the motion carried.

**ENGINEER'S REPORT**

**Fredericksburg Plant Expansion / South Fredericksburg** - Contracts 2, 3 and 4 construction bids were received and opened on November 19th. The Board voted to issue the Intent to Award letters to all four contracts at the December 3rd meeting. The letters were issued and all contractors have supplied the appropriate Agreement, Performance and Payment Bond documents.

Engineering reviewed the submission and found everything in order. Dale Bevans made a motion to comply with the engineer's recommendations to:

- 1) award the 4 contracts;
- 2) authorize the Chairman and Secretary/Treasurer to sign the contracts but not yet insert a date;
- 3) instruct the Solicitor to send a copy of the signed contracts to Victor Landis at DEP prior to December 31, 2012 to show compliance with the Consent Order schedule;
- 4) instruct the Solicitor to keep the signed Contracts in his fire proof safe until the day after the PennVest closing at which time a date will be inserted into the Agreement and they will be sent to the Contractor's along with a Notice to

Proceed letter. Tom Demler seconded the motion. All voted in favor and the motion carried.

Met Ed designer Mike Arnold will meet with the engineer in early January to get started on routing and design of the three phase electric extension.

The Self Liquidating Debt Report was finalized and delivered to Bond Counsel on December 7th who then sent it to the DCED for review and approval.

Engineering held a conference call with Bond Counsel and the Financial Advisor to organize the preparation of the exhibits for the PennVest closing on January 29th. All documents are required to be submitted in hardcopy or uploaded by the close of business on January 8th.

**Monroe Valley WWTP Operations Support** - Work on raising the Little Mountain Road pump station controls and generator is intended to be completed within the next 6 weeks. A preliminary estimate of \$32,500 for the flood mitigation project, including replacement of the pump control panel which accounts for \$14,500 of the total. A meeting with the electrical contractor will provide more firm estimates.

**FSWA Water System Operations Support** - Engineering is participating in SCADA discussions with Allied to address malfunctioning equipment as well as coordinating installation of SCADA at Farmers Pride in conjunction with their installation of a new water meter.

**Water System Improvements / New 1MG Tank; Water Source** - A punch list of final work items was issued to Caldwell on November 5th. A majority of the work is finished.

The engineer has been consulting with the operations staff on the filling of the new tank and the disinfection process. The painter is currently working on the disinfection. The engineer is also working with the operator and Allied Controls on the programming of the SCADA system to include the new valve vault and the new pumping scheme required to fill the new water tank.

### **SOLICITOR'S REPORT**

**Sewer Construction Area** - Linford and Audrey Snyder submitted payment for the Easement Relocation Agreement.

**Resolution 2012-9 - Funding Recipient - Loan Number 71386 Resolution to Borrow** - Rick Rudy made a motion to adopt Resolution 2012-9. Ron Thompson seconded the motion. All voted in favor and the motion carried.

**Resolution 2012-10 - Authority Declaring its Intention to Set Sufficient Sewer User Rates and Charges** - Ron Thompson made a motion to adopt Resolution 2012-10. Dale Bevans seconded the motion. All voted in favor and the motion carried.

**Resolution 2012-8 - Awarding 4 Contracts with Respect to the Construction of a Sanitary Sewer Collection System** - Dale Bevans made a motion to adopt Resolution 2012-8. Rick Rudy seconded the motion. All voted in favor and the motion carried.

## **OFFICE MANAGER'S REPORT**

**Fredericksburg Service Area** - The Fredericksburg quarterly late notices were due today. 20 accounts remain unsatisfied. Termination notices/postings will be issued on Tuesday.

The Fredericksburg monthly bills were issued. Redner's meter did not register on the handheld for the second consecutive month so the meter was replaced.

**Monroe Valley Service Area** - The Monroe Valley quarterly bills were issued this month.

**Miscellaneous** - Bethel Township has re-appointed Ron Thompson for a 5 year term.

Bethel Township appointed Patricia Askew to fill the vacancy left by Bob Webber. Her term will expire at the end of 2015.

The office computer/server was ordered and delivered. Total amount spent was \$937.39. Diversified pulled the billing information from the Flexi software program and as soon as the PC is set up and running they will do the conversion.

## **OPERATION MANAGER'S REPORT**

**Fredericksburg Sewer** - All DEP recommendations have been completed. 3 jet aerators and the 20hp blower have been installed and are now running. DEP will be finishing up their testing in the next two weeks.

Conversations with Victor Landis and Shawn Arbaugh are leading to waived penalties until the end of the consent order. This has not been confirmed but is very likely to occur.

**Fredericksburg Water** - Well #6 has been repaired. All well levels look OK. The chlorine pump is out for repair and we are currently running on a spare pump.

The SRBC has not returned the operator's call regarding the September violation.

The water tank is being filled. The excavator will be out on Tuesday to tighten some bolts to stop leaking. Caldwell and the painter are working on the hatch issue. December 24th is the earliest date that the Authority might be able to distribute water from the new tank.

The SCADA computer is still being repaired.

**Monroe Valley Sewer** - The grinder was delivered today, December 17th.

## **OLD BUSINESS**

There was no Old Business.

## **NEW BUSINESS**

**2013 Budgets** - Ron Thompson made a motion to adopt the 2013 Fredericksburg Sewer, Fredericksburg Water, and Monroe Valley Sewer Budgets. Rick Rudy seconded the motion. All voted in favor and the motion carried.

**2013 Meeting Schedule** - Dale Bevans made a motion to adopt the 2013 meeting schedule. Tom Demler seconded the motion. All voted in favor and the motion carried.

**COMMITTEE REPORTS**

**Office Building Committee** - Rick Rudy stated that he is still waiting for a return call from Light-Heigel.

**COMMENTS/COMPLAINTS**

There were no comments or complaints.

**ADJOURNMENT**

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

**Respectfully submitted,**

**Lorrie Wright,  
Secretary/Treasurer**