

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
December 3, 2012**

The 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, Rick Rudy, Dale Bevans, Tom Demler and Ron Thompson. Also in attendance were Tony Fitzgibbons, Jeff Steckbeck, Kevin Snader and Lorrie Wright.

COMMENTS/COMPLAINTS

There were no comments or complaints.

MEETING MINUTES

The November 19, 2012 minutes were accepted as submitted.

TREASURER'S REPORT

Bills Payables – Dale Bevans made a motion to approve the Fredericksburg Sewer Payables in the amount of \$12,833.24, the Fredericksburg Water Payables in the amount of \$16,966.67 and the Monroe Valley Sewer Payables in the amount of \$10,556.57. Rick Rudy 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. Ron Thompson seconded the motion. All voted in favor and the motion carried.

ENGINEER'S REPORT

General Administrative Engineering continues to assist the Admin staff when requested.

Fredericksburg Plant Expansion / South Fredericksburg - Rights-of-way have been resolved. Engineering is assisting the solicitor in resolving the outstanding issue regarding the eminent domain process.

Contracts 2, 3, and 4 were received and opened on November 19th. A Bid Tabulation was distributed to the Board and the general public. Engineering completed their evaluation of all of the bids for all four contracts and presented their recommendations to the Board. Tom Demler made a motion to award Contract #1 to JOAO & Bradley Construction Co., Inc. in the amount of \$4,634,266. Dale Bevans seconded the motion. All voted in favor and the motion carried. Rick Rudy made a motion to award Contract #2 to Lobar, Inc. in the amount of \$6,368,000. Ron Thompson seconded the motion. All voted in favor and the motion carried. Dale Bevans made a motion to award Contract #3 to MBR Construction in the amount of \$937,000. Tom Demler seconded the motion. All voted in favor and the motion carried. Tom Demler made a motion to

award Contract #4 to G.F.Bowman, Inc. in the amount of \$124,873. Ron Thompson seconded the motion. All voted in favor and the motion carried. Met Ed designers continue to work on the design for three phase extension from intersection of Greble Road and Route 343.

The final version of the Self Liquidating Debt Report was presented to the Board for approval to submit to the bond counsel for processing with the DCED. Dale Bevans made a motion to accept the Self Liquidating Debt Report. Tom Demler seconded the motion. All voted in favor and the motion carried.

Required documents are being accumulated necessary for the PennVest January 29th, 2013 loan closing date.

FSWA Water System Operations Support - Engineering continues to participate in SCADA discussions with Allied to address some malfunctioning equipment.

Engineering continues to coordinate with the installation of Farmers Pride in conjunction with their installation of a new water meter.

Estimates for the conversion to gas chlorination were provided to the operator and Operations Committee.

Water System Improvements / New 1MG Tank; Water Source - Met Ed has installed the pole mounted transformer and tie in of the electrical service.

The TAP-APP mixing system was installed at the new tank.

A punch list issued to Caldwell on November 5th is still pending.

Engineering is coordinating final testing and certification of the components of the new valve vault with Caldwell. Allied Controls will participate for 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

Waltermyer Connection to the Sewer System - The letter approved by the Board at the November 19th meeting was sent to Clarence and Josephine Waltermyer advising them of their obligation to connect to the new collection and treatment system.

Keller Gravity Service - The easement from GSLB, LLC allowing for gravity service to the property owned by David and Beverly Keller, 547 Shirksville Road, has been signed and recorded. The Keller's have agreed to reimburse the Authority for the cost of preparing and recording the easement. The Authority will invoice the Keller's directly.

Condemnations - The Kaufman easement is now recorded and condemnation proceeding related to the Kaufman's has been terminated.

Revised Development Plan for the new WWTP/L&L Easement

Relocation/Temporary Electrical Service - There has been no significant development with regard to the revised land development plan at this time. The Temporary Electrical Service Easement was signed by all parties and recorded on November 26th.

OFFICE MANAGER'S REPORT

South Fredericksburg Permits - 61 permits were purchased since the last meeting.

Farmers Pride Letter of Credit - Rick Rudy made a motion to approve Farmers Pride's request to reduce their Letter of Credit from \$242,000 to \$205,000. Tom Demler seconded the motion. All voted in favor and the motion carried.

PC Purchase - A quote is expected this week from Kaley's Computers. The office staff is also looking into prices online through Dell and other vendors.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - DEP is running process testing and monitoring treatment. Additional air is required to achieve proper treatment.

The blower installation is near completion.

Fredericksburg Water - Stoner Electric has started repairs on Well #6. SCADA computer is still being repaired.

Miscellaneous - The basement door was installed at the administrative office building.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

COMMITTEE REPORTS

Operations Committee - Tom Demler reported on calibrating commercial water meters. The Board instructed the engineer to look into AWWA standards on calibration.

The committee discussed the operator's recommendation to convert from Sodium Hypochlorite to Chlorine Gas. The matter will be discussed during the next budget meeting.

The committee also discussed the aeration system.

The trees at the baseball field still have not been planted. The Authority fulfilled their obligation to purchase the trees and the baseball field was responsible for planting.

Authority Office Building Committee - Rick Rudy and Dale Bevans suggested closing off two doorways between the office and residential area before the end of the year in order to initiate rental proceedings. Tom Demler made a motion to authorize the cost of materials to close two doorways between the office and apartment not to exceed \$400.00. Ron Thompson seconded the motion. All voted in favor and the motion carried.

Budget Committee - Budget meetings have been held and recommendations will be made in time for approval at the December 17th meeting. The delay in completion of the budgets was principally due to the need for debt service

information for the Fredericksburg Sewer Budget. As a result of the completion of the self-liquidating debt report, the needed information is now available to complete the budget process.

COMMENTS/COMPLAINTS

There were no comments or complaints.

ADJOURNMENT

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

Respectfully submitted,

**Lorrie Wright,
Secretary/Treasurer**