

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 19, 2012

The March 19, 2012 meeting was called to order by Chairman Jim Heisey.

ROLL CALL

Roll call was taken by Kathy Gamble. Those in attendance were Jim Heisey, Rick Rudy, Bob Webber, Dale Bevans, Kevin Organtini and Tom Demler. Also in attendance were Tony Fitzgibbons, Jeff Steckbeck, Kevin Snader and Kathy Gamble.

COMMENTS/COMPLAINTS

There were no Comments or Complaints.

MEETING MINUTES

The March 5, 2012 meeting minutes were accepted as submitted.

TREASURER'S REPORT

Bills Payables – Kevin Organtini made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$10,810.05, the Fredericksburg Water Payables in the amount of \$12,276.74 and the Monroe Valley Sewer Payables in the amount of \$488.43. Dale Bevans 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. Kevin Organtini 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 - 25 Well water samples were collected and the results of the tests were forwarded to DEP. The test results were also provided to the Board for review. The testing helped secure more points in the DEP scoring.

DEP reported that they were able to successfully defend scoring the 55 points on the PennVest application. Another 20 points is anticipated from the DCED/PennVest scoring for job creation at Farmers Pride and US Real Estate. The design of the architectural and structural aspects of the new WWTP continue as bidding documents are prepared in advance of a spring time advertisement of bids.

The PennVest application was provided to Farmers Pride and their help has been requested in the lobbying of the Governor and the Secretary of Agriculture. Senator Folmer and Representative Swanger will be contacted to ask for their support and assistance with our funding.

U.S. Congressman Holden will be contacted for assistance prior to his departure as our representative.

Design plans for the WWTP and collection system are being refined and completed in preparation for a bidding phase which will occur once we know our funding situation. A drive thru was planned for later in the week with the Operations Committee in advance of the March 29th Informational meeting.

Fredericksburg WWTP Operations Support - The 2011 Chapter 94 report was prepared and a copy was provided to the board for review and approval. Bob Webber made a motion to approve the Chapter 94 report for the Fredericksburg WWTP. Tom Demler seconded the motion. All voted in favor and the motion carried. Mr. Steckbeck reminded the Board that the E. Main Street pump station is going to be receiving the flow from the Farmers Pride cooking facility. It will have to be upgraded to pump out an additional 160 gallons per minute.

Monroe Valley WWTP Operations Support - The 2011 Chapter 94 report was prepared and a copy was provided to the board for review and approval. Tom Demler made a motion to approve the Chapter 94 report for the Monroe Valley WWTP. Dale Bevans seconded the motion. All voted in favor and the motion carried.

FSWA Water System Operations Support - Consultations have been ongoing with the Operator regarding the overall configuration of the system and the operation of it after the new water tower is in service.

Water System Improvements / New 1MG Tank; Water Source - Engineering continues to monitor the site to ensure that the contractor is installing everything according to the plans. Consultations also continue with the operator regarding the configuration of the water system piping in the area of Legionnaires Drive and the installation of the isolation valve pit.

Caldwell is planning on mobilizing back to the site on the 20th . The painter will work on the exterior when weather conditions are favorable and will work on the interior at other times. Currently they anticipate being ready for the Farmers Pride decals around the first and second week of April. Accordingly, they have asked Farmers Pride to have their sign maker prepare decals and be ready to apply them around the first and second week of April.

Capital Project Planning - A summary of the three (3) five year plans which were instituted since 1995 were distributed among board members. This document represents what the Authority has accomplished over the past years and possible future growth.

An updated 5 year plan should be considered once the new WWTP project and the new Water Tank project are finished.

SOLICITOR'S REPORT

L&L Pig Producers - The subdivision plan has been recorded and settlement is scheduled for 11:00 AM March 21, 2012 in Atty. Fitzgibbons office. The balance due to L&L Pig Producers, which includes pro-rated taxes through the date of settlement, is \$186,301.45. The settlement sheet was presented to the Chairman for signature. Rick Rudy made a motion to approve the deed in the amount of

\$187,585.20. Tom Demler seconded the motion. All voted in favor and the motion carried.

Farmers Pride - Atty Fitzgibbons will be addressing the letter of credit provisions in the sewer capacity purchase agreement with Farmers Pride as soon as the Authority is advised of our PennVest funding decision.

PennVest - The Authority application is set for consideration at the April 25th, 2012 PennVest meeting.

FSWA By-Laws - Atty. Fitzgibbons will be soliciting comments from the board regarding possible amendments to the By-Laws and will compile a list of suggested changes for board review and comment.

US Real Estate - Light-Heigel submitted a set of plans and Atty. Fitzgibbons will be preparing a draft developer's agreement for board review.

Potential Office Purchase - Atty. Fitzgibbons was contacted by Mrs. Rentschler's real estate agent and advised that there is allegedly a party interested in the office building property. No written offer has been received to date so the Authority is not required to take any action with regard to the first right of refusal to purchase the office building. If a written offer is received the Authority will have 60 days to decide if it wants to match it and purchase the property.

WWTP Lease with R. Light - Mr. Snader is obtaining Mr. Light's signature on the Lease.

Fulton Bank Line of Credit - Rick Rudy made a motion to authorize the solicitor to work with Fulton Bank in obtaining a 25 year tax free loan on the Monroe Valley portion (\$175,000) of the Fulton Line of Credit at an interest rate not to exceed 3.50% fixed for a 5 year period. Dale Bevans seconded the motion. All voted in favor and the motion carried.

A decision on the South Fredericksburg portion (\$53,000) will be determined after a PennVest funding award is received.

Sewer Liens - Seventeen sewer liens were filed on March 21, 2012. Copies of those liens were provided to the Board.

OFFICE MANAGER'S REPORT

Fredericksburg Sewer and Water Service Area - The property owner of 119 E. Main Street responded to correspondence sent out regarding a deteriorated water line. The property owner is having repairs made to the water line.

Wilmer Weaver, property owner of 110 E. Main Street responded to correspondence sent out regarding a sump pump violation. Mr. Weaver feels that he should not be responsible because the sump pump was installed by the previous owners. Rick Rudy made a motion to authorize the office staff to issue a letter notifying Mr. Weaver of a suspension of water service until the sump pump is removed. Dale Bevans seconded the motion. All voted in favor and the motion carried.

Monroe Valley Sewer Service Area - Mr. Caporaletti submitted payment for his quarterly EDU reservation fee.

South Fredericksburg Sewer - The South Fredericksburg informational letters were mailed out on March 9, 2012 to all of the residents on the mailing list provided by the solicitor. The office staff has been receiving numerous inquiries.

Miscellaneous - The Data Entry Operations position was posted in the Myerstown and Lebanon editions of the Merchandiser during the week of March 19th. It was also posted online on Careerlink. All applications are being forwarded to the operations staff.

The South Fredericksburg Sewer Project Special Meeting advertisements were scheduled to be advertised in the Lebanon Daily News on March 15th and 22nd. Fulton Bank has not yet responded on the Direct Deposit matter for Payroll.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - The grinder at the main pump station was serviced. A piece of stainless steel prompted the service. The hydraulic hoses were replaced due to poor condition.

Walters Environmental Services jetted lines at the WWTP. Some were in need of cleaning and others were done as preventative maintenance measure.

Fredericksburg Water - Mr. Snader requested authorization to purchase a 2 1/2"

hydrant flow kit not to exceed \$800.00. This purchase will allow for proper sized flushing elbows to be purchased, aid in Chapter 110 reporting and actual flow results for future reference. Rick Rudy made a motion to approve the purchase of a hydrant flow kit not to exceed \$800.00. Bob Webber seconded the motion. All voted in favor and the motion carried.

Proposals for isolation valves at the existing 1MG tank still pending.

A Well re-conditioning proposal will be put together for the next meeting.

Monroe Valley Sewer - Operations are normal.

Compliance - There were no compliance issues to report for the month of March.

OLD BUSINESS

Appointment of Interview Committee - Dale Bevans,(serving as chairman of the committee)Tom Demler and Kevin Snader were appointed as the Entry Level Operations Position Interview Committee. A key is to be provided to the committee in case interviews are conducted during evening hours or weekends.

NEW BUSINESS

S. Fredericksburg Special Meeting - An informational meeting has been scheduled and advertised for Thursday, March 29th, 2012 at 7:00 PM at the Fredericksburg United Methodist Church Fellowship Hall on Shirksville Drive. Mr. Steckbeck will put together an agenda and email to the Board for review and comment. Mr. Bevans stated that Supervisor Martel will be in attendance at the meeting. Board, staff and engineer will setup for the meeting in the afternoon on March 29th. The Board does not require staff to be in attendance at the meeting.

COMMITTEE REPORTS

Operations Committee - Mr. Demler reported that the committee met with the engineer to discuss the new S. Fredericksburg Sewer Project. Grinder pumps were discussed and a "drive around" was scheduled for Thursday, March 22nd at 6:00 PM.

Mr. Bevans stated that he spoke with Mr. Groff from the First National Bank of Fredericksburg in regards to low interest loans for S. Fredericksburg residents. Mr. Groff will put together some type of proposal but doubtful in time for the March 29th meeting. Mr. Bevans was referred to Ray Bender of Lebanon County Housing and Redevelopment. Mr. Groff indicated that Bethel Township would need to contact the Redevelopment Authority. The township secretary notified Mr. Heisey that she was contacted by Mr. Groff and that she would be calling Mr. Bender.

Budget Committee - Mr. Heisey stated the budget committee is scheduled to meet on Thursday, April 12th, 2012 at 10:00 AM.

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**