

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
April 15, 2013

The April 15, 2013 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, Dale Bevans, Tom Demler, Ron Thompson and Trish Askew. Also in attendance were Tony Fitzgibbons, Jeff Steckbeck, Kevin Snader and Kathy Gamble. Lorrie Wright was not in attendance.

COMMENTS/COMPLAINTS

Kim & Cory Wolfe, 478 Greble Road - Mr. & Mrs. Wolfe expressed concern that they did not receive mail notice about the project and the March 2012 public meeting at the Shirksville church. They said that four of their neighbors at the lower end of Greble Road also did not receive notice. Mr. Wolfe, however, did inform the Board that he heard about the meeting from other neighbors and attended anyway. The Board confirmed that he and those four neighbors are in the project – they have always been identified on mapping which was available since the 2002 Act 537 Plan. The board asked the Solicitor and Engineer to check their records to be sure the Wolfes and their four neighbors are on the mailing list. Mr. Wolfe then acknowledged and confirmed that the maps on the FSWA website do show his property with sewer service in the street, but since he didn't get a letter he thought he might not have to connect. The Wolfes then expressed concern about the high cost they will incur due to unusual circumstances with their septic system(s). They have a black water system coming out of one end of their home, and a gray water system coming out in a separate drain pipe on the opposite end of their home. The basement ceiling is only 6.5 feet high and they cannot connect the plumbing internally. There is a paved parking area between both drain fields, so it will be expensive to connect the two together due to cutting and repaving the parking area, therefore they believe they will need two laterals to run out to Greble Road. Since they are lower than the road, this means they will need two grinder pumps. The Board stated that the Wolfes can investigate with Township sewage enforcement officer Dave Siminitus to see if they can get an exemption from connecting the gray water system to the public sewer. If so, then that cost is eliminated. After they pursue they find out if that is allowed, they should reassess their situation and contact the Authority and its engineer to revisit the issue.

Dennis Shadle, 22 Horizen Drive - Mr. Shadle appeared before the Board to discuss his most recent sewer and water bill. Mr. Shadle feels that there has been an error on his bill and would like some sort of investigation into his billing and consumption history. The Board instructed the Admin staff to investigate the

billing and consumption history. If a revision is necessary, a revised bill will be provided allowing 30 days from the date of issue to submit payment.

MEETING MINUTES

The amended April 1st, 2013 minutes were accepted by the board.

TREASURER'S REPORT

Bills Payables – Dale Bevans made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$21,546.63, the Fredericksburg Water Payables in the amount of \$54,574.66, the Monroe Valley Sewer Payables in the amount of \$6,234.40 and the South Fredericksburg Sewer Project payables in the amount of \$452,643.65. Ron Thompson 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

General Administrative - Engineering continues to assist the Admin staff with technical and PC/network related issues. The IT staff added items to the website as requested.

Fredericksburg Plant Expansion / South Fredericksburg - Submittals and Requests for Information continue to come in from the Contractors. Engineers are reviewing and approving them as quickly as possible to avoid impacting the schedules.

Light Heigel submitted comments on the Building Permit and engineering is providing the information that they requested.

The sewer line installation work under Contract 1 has moved to Greble Road. A second line crew has been added as well as a lateral crew.

The wetwell has been installed and the foundation of the headworks building was poured. The drainage basin has been constructed and is almost ready to be turned over to the landscaper.

The engineers are evaluating the special concrete admixture, comparing the \$100,000 bid cost to some alternative coatings to protect from future potential hydrogen sulfide issues.

Water System Improvements / New 1MG Tank; Water Source - The Operator has been coordinating with Caldwell for repairs to the water damage of the heated room caused by the leak which occurred in February. A schedule has been requested but has not been received yet.

Geologist C.J. Conapitski will be providing a report on potential well sources near the Little Swatara Creek.

Miscellaneous - Trammell Crow Company has renewed discussions about the Route 22 warehouse.

Mr. Steckbeck is coordinating with Met Ed for a power upgrade to the East water tank to energize 40 to 50 horsepower water pumps. The current power is 15 KVA single phase which is only sufficient for 12 horsepower pumps.

Operations will be performing hydrant flow testing so that the engineers can finalize their hydraulic modeling to determine pump sizing for the booster tanks at the East water tank and the City of Lebanon feed piping to the West tank. The hydrant testing is scheduled for the last week of April and will coincide with the hydrant flushing.

SOLICITOR'S REPORT

Revised Development Plan for new WWTP / L&L Easement Relocation - The lot addition with Randy and Rhoda Martin was recorded on April 3, 2013. The solicitor is coordinating with the Martin's to sign the deed confirming the transfer of property from them to the Authority (i.e., the driveway to the new plant). A copy of the recorded plan was provided to the Authority at the meeting. A copy of the deed will be provided once it is recorded.

South Fredericksburg Construction - The solicitor continues to assist the Admin staff and Mr. Lutzkanin with easement/construction issues as they arise.

Water Note Modifications - Modifications to the 2010 Series A-C notes have been completed and copies were distributed.

US Real Estate - The solicitor is working with the engineers to provide an appropriate response to the developer regarding the developer's improvements.

OFFICE MANAGER'S REPORT

South Fredericksburg Project - Payment was received from DCED on April 5th in the amount of \$374,937.00. This is the final reimbursement from the \$500,000 H2O Grant. The first two Lobar, Inc. pay requests were paid using the final DCED grant reimbursement.

McCullough has been notified of receipt of the reimbursement.

DCED requires an audit of grant contracts in the amount of \$100,000 or more.

They are requesting a Project Audit no later than 90 days from April 12, 2013.

Greenawalt & Company has been notified.

Paul Lutzkanin and the Office Manager have been discussing PennVest procedures for payment of the S. Fredericksburg project. The first Payment Application has been processed and was submitted to PennVest on April 11th in the amount of \$916,622.52.

Diversified Billing Conversion - The Fredericksburg quarterly and monthly billings were processed. An April hydrant flushing notice was included on the bills. Hydrant flushing is scheduled for Friday, April 26th. A Rapid Response notice will be issued on Wed. April 24th.

The billing conversion still continues - miscellaneous fees were not picked up by the new billing system.

2012 Audit - The auditors from Greenawalt and Company were in the office during the last week of March to perform the 2012 audit. The office staff

continues to assist the auditors with questions and concerns regarding the audit. They plan to be in the office again on April 18th.

Map Cabinet - Operations picked up the map cabinet from Blyler's Offset and delivered it to the office. It is being stored in the back room of the office.

First Energy - A new two year agreement was made with First Energy for .0695/kwh for all commercial accounts. Our previous contract was for .0846/kwh.

Fredericksburg Youth Center - Operations suggested installing a radio read meter at the youth center located at 136 W. Main Street because it is now being used as a church. According to maintenance files and previous staff, a meter was never installed because there was no room to install one. In 2002, the board approved billing the youth center half a minimum bill as long as their hours of operation remained the same as reported in 2002. The Board agreed that a letter should be sent to the Church indicating that a radio read meter needs to be installed.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - Seed sludge was hauled from the Union Township sewage treatment plant. Nitrification is still reduced.

The Richard Hills I & I quote from Abel Recon is still pending.

Fredericksburg Water - Well #5 is working great since the cable was installed. Options for well #6 are being investigated. Minor SCADA problems are being addressed.

Tank leak repairs are still pending.

Monroe Valley Sewer - The grinder station replacement parts are still pending.

Miscellaneous - The March 2013 DMR's were presented to the Board.

OLD BUSINESS

South Fredericksburg Sewer Tapping Fee - Dale Bevans stated that the information regarding the South Fredericksburg tapping fee reduction deadline was posted on the FSWA website on August 30, 2012. It explained that the \$500.00 reduction was extended from September 30, 2012 to November 30, 2012, afterwards it would revert back to \$4,100.

Increase in Debt Service Charge for 2013 - An explanation for the 2013 Debt Service increase will be posted on the website and in the office.

Office Building Construction - Dale Bevans made a motion requesting that the Board rescind the Shilling bid for the office modifications given the recent developments regarding the Chapter 34 requirements. Ron Thompson seconded the motion. All voted in favor and the motion carried. Mr. Heisey will be in contact with Dale Sebastian from Light-Heigel to discuss office renovations/improvements in relation to the Chapter 34 requirements. Due to recent events occurring in the office which has raised safety and security concerns, the solicitor recommended that the Board authorize the office manager to lock the doors at her discretion.

NEW BUSINESS

Lebanon County Redevelopment - The Board discussed an email that was received from Mr. Ray Bender stating that the Redevelopment Authority would not be able to assist the South Fredericksburg residents with their connection costs. The Board instructed the engineer to look into the matter and report back to the Board.

COMMITTEE REPORTS

Budget Committee - The budget committee will be meeting on Wednesday, April 24th @ 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 Ron Thompson. All voted in favor and the meeting was adjourned.

Respectfully submitted,

**Lorrie Wright,
Secretary/Treasurer**