

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
June 17, 2013

The June 17, 2013 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, Ron Thompson and Trish Askew. Also in attendance were Tony Fitzgibbons, Kevin Snader, Jeff Steckbeck and Lorrie Wright.

COMMENTS/COMPLAINTS

Elizabeth Gerhart, 130 W. Main Street - Ms. Gerhart requested to be included on the agenda but did not appear for the meeting.

Annemarie Hyrb & Mike Brown, Dutchland, Inc. - Mike Brown from Dutchland, Inc. appeared before the Board to invite them to a "Hard Hat" luncheon to be held at the S. Fredericksburg WWTP construction site. After some discussion, the Board declined the invitation for liability purposes.

MEETING MINUTES

The June 3, 2013 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 \$16,507.82, the Fredericksburg Water Payables in the amount of \$55,326.46, the Monroe Valley Sewer Payables in the amount of \$3,065.97, the S. Fredericksburg Sewer Project Payables in the amount of \$133,111.27 and the S. Fredericksburg/PennVest Payables in the amount of \$1,420,541.98. Trish Askew 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. 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 with technical and PC/network related issues. The IT staff added items to the website as requested.

Fredericksburg Plant Expansion / South Fredericksburg - The bore pit at the intersection of Greble Road and Rt 343 is complete. The installation of the raw water transmission line in the interceptor trench began this week.

The 700 cubic yard concrete pour for the plant base was completed. The final count was 74 truckloads of concrete. This has to cure for 28 days before they can set the walls. The Perma-Columns have been set for the Main Building and

the under-slab facilities are being installed with a plan to pour the slab early next week.

Monroe Valley WWTP Operations Support - Engineering continues to pursue quotes for the Little Mountain Road Pump Station flood mitigation.

Water System Improvements / New 1MG Tank; Water Source - DEP's Tom Shaul returned the Engineer's phone call to discuss the Q7-10 data for the Little Swatara Creek supply permit. Mr. Shaul suggested that a statistical model be prepared to show the frequency of low flow events which they will utilize for their final determination on the water withdrawal allocation.

Geologist Conapitski and the well driller are coordinating a schedule with Randy Martin for the construction of the new test well.

Plans are being finalized for a minor construction permit for the raw water transmission main.

The City of Lebanon Board discussed the FSWA water service contract renewal. FSWA representatives should attend the next CoLA Board meeting on July 8th at 3:00 PM for further discussion.

Miscellaneous - Bell & Evans is still refining their future water needs for their new distribution center. A request was made that they complete that evaluation as soon as possible, as that information is critical to the CoLA water service agreement.

The engineers continue to work on the design of the engine driven water booster pump for the East water tank. The engineers met with Bell & Evans architects to discuss the sprinkler system and to gain a better understanding of the water needs for the new distribution facility.

SOLICITOR'S REPORT

Trammell Crow - The Solicitor spoke with Attorney Courtney regarding the information needed to complete a draft of the developer's agreement. Once the draft is complete it will be presented to the board for review and then submit to Attorney Courtney. Attorney Courtney indicated that Trammell Crow does not yet have a prospective tenant.

Verizon Lease - West Water Tank - The Solicitor received a proposed lease from Verizon and is in the process of reviewing it. Once the review is complete it will be circulated for board comments before sending it to Verizon.

New Public Water Source Well - Martin Property - The Martins have signed the Temporary Well Easement. The Solicitor brought the original along to the meeting for signature by the Authority.

OFFICE MANAGER'S REPORT

South Fredericksburg

June 7, 2013 was the deadline for the 5 property owners along Greble Road to take advantage of the permit discount period. 4 out of the 5 property owners purchased their permits.

The second pay request in the amount of \$1,420,541.99 was deposited into the S. Fredericksburg / PennVest account and all vendors have been paid that were included in Pay Request #2.

The June 2013 interest was deducted from the S. Fredericksburg/PennVest account by PennVest. Monies from the Sewer Fund were transferred to cover the June interest. The June 2013 interest was included in Pay Request #3 (which was approved at the June 3rd meeting and submitted to PennVest) and will be reimbursed to the sewer fund once those funds are received from PennVest.

For the past 6 years the Fredericksburg Sewer Fund has been invoiced and paying for the benefit of the S. Fredericksburg Sewer Project. In looking out for the interest of the Fredericksburg sewer customer, the Authority has now received 100% of the design fees for the S. Fredericksburg collection system engineering costs, 100% of the new 433,000 gpd WWTP engineering costs, 100% of the Survey and ROW's invoices, and \$40,000 for the Bid Phase engineering costs.

The Office Manager requested permission to transfer monies from the sewer fund back to the water fund in the amount of \$74,683.53. Rick Rudy made a motion to authorize the transfer of funds in the amount of \$74,683.53. Dale Bevans seconded the motion. All voted in favor and the motion carried.

Fredericksburg Service Area - The D. Shadle account was corrected to reflect 1/8th of his previous consumption. The bill was mailed on June 4th, 2013. 20 Termination Notices will be posted on Tuesday, June 18, 2013.

\$100,000 Growing Greener Grant - DEP is requesting a reimbursement request along with a Project Progress Report. The reimbursement period for the grant funds was July 1, 2008 - June 30, 2010. This grant was obtained to build wetlands as polishing for nutrients but when the Chesapeake Bay limits were changed the DEP staff informed the Authority that wetlands would not be a reliable source for achieving lower level limits. The Board authorized the Office Manager to draft a letter to DEP informing them that the Authority could not use the grant funds because of the changes in the Chesapeake Bay policy and therefore the grant will be returned.

Diversified Billing Conversion - Training was held in the office on Tuesday, June 4, 2013.

2012 Audit - A draft copy of the 2012 audit was presented to the Board at the June 3rd meeting for review. Approval was requested in order to meet the June 30th filing deadline with DCED. Ron Thompson made a motion to approve the 2012 financial statements. Tom Demler seconded the motion. All voted in favor and the motion carried. The 2012 Financial Statements will be published in the Lebanon Daily News and posted on the FSWA website.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - Normal operations at the WWTP. The Phosphorus exceeded the monthly average.

O & M manuals are being updated.

The Abel Recon contract is still pending. A letter was sent to PennDOT requesting an EPC card. The permitting card has not been received yet.

Fredericksburg Water - GMI Insulation will be providing a quote to insulate the rate of flow valve for Well #6.

Well #5 water levels are starting to get low. Filters have also required changing at least 3 days a week for the last 2 weeks.

A dirty water complaint was received from Eugene Gerhart, 130 W. Main Street. \$34,000 was budgeted to convert from Sodium Hypo to Chlorine Gas. That project could be abandoned since a filtration plant may be a reality in the next few years. \$7,500 of that could be used to purchase a multi-bag filter housing that would filter 100% of our water to 5 micron. This housing would consist of 4 bags and would be rated up to 400 gpm. The next size larger would be \$10,000, 6 bags and 900 gpm. Rick Rudy made a motion to authorize the purchase of the 400 gpm filtration system at a cost of \$7,500. Tom Demler seconded the motion. All voted in favor and the motion carried.

Monroe Valley Sewer - Normal operations at the WWTP.

A few of the miscellaneous parts for the residential grinder station are still on back order.

Geiger was contacted to repair the Moyno Grinder and the schedule is still pending.

Miscellaneous - C. Mengel is scheduled to take his CDL test on June 28, 2013. The May 2013 DMR's were provided for the Board to review.

OLD BUSINESS

City of Lebanon Water Agreement - The Board discussed the City of Lebanon Water Agreement.

NEW BUSINESS

Conditions of Roads in S. Fredericksburg - Mr. Rudy mentioned concerns regarding the temporary restoration of the roads across from Fireman' Park. He also questioned if the contractor notifies emergency personnel of any road closings. The Engineer will look into the matter.

COMMITTEE REPORTS

Budget Committee - Mr. Heisey reported that the Budget Committee will meet sometime in July to review the 1st and 2nd quarter revenues and expenses.

Operations Committee - Mr. Demler stated that there was nothing to report.

Building Committee - Mr. Bevans reported that the office renovations start date has been moved to the end of June.

COMMENTS/COMPLAINTS

There were no comments or complaints.

ADJOURNMENT

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

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