

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
June 3, 2013

The June 3, 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, Dale Bevans, Tom Demler, Ron Thompson and Trish Askew. Rick Rudy participated via telephone. Also in attendance were Tony Fitzgibbons, Paul Lutzkanin, Kevin Snader and Lorrie Wright.

COMMENTS/COMPLAINTS

Bev Martel commented that the area that is not filtered in the dental office has dirty water.

MEETING MINUTES

The May 20, 2013 meeting minutes were approved as submitted.

TREASURER'S REPORT

Bills Payables - Dale Bevans made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$7,379.45, the Fredericksburg Water Payables in the amount of \$4,197.72, the Monroe Valley Sewer Payables in the amount of \$3,087.41, and the South Fredericksburg Sewer Project Payables in the amount of \$29,715.92. Trish Askew seconded the motion. All voted in favor and the motion carried.

Financial Statement - Ron Thompson made a motion to approve the financial statement as submitted. Tom Demler seconded the motion. All voted in favor and the motion carried.

ENGINEER'S REPORT

Fredericksburg Plant Expansion / South Fredericksburg - Contract 1 - Sewer line installation work continues. The bore pit at the intersection of Greble Road and State Route 343 is closed.

Contracts 2, 3, & 4 - The 700 cubic yard concrete pour for the plant is scheduled for tomorrow starting at 2:00 AM. It will involve a large concrete pump and over 70 truckloads of concrete. The Perma-Columns have been set for the Main Building and under-slab facilities are being installed.

PennVest Pay Request 3 is ready for approval in the amount of \$1,449,144.16. Dale Bevans made a motion to approve submitting PV Pay Request 3. Tom Demler seconded the motion. All voted in favor and the motion carried.

The following change order were presented for approval.

Change Order 3-2 - This change order covers the costs to modify the electrical features and configuration to accommodate the ADA bathroom layout in the amount of \$800.50.

Change Order 3-3 - This change order covers the costs to add an additional LED light on the south side of the Main Building at the garage to provide additional security and work lighting in the amount of \$402.77.

Change Order 4-1- This change order covers the costs to modify the rest room plumbing configuration to accommodate the ADA bathroom layouts in the amount of \$7,308.00

Ron Thompson made a motion to approve Change Order 3-2, 3-3, and 4-1. Tom Demler seconded the motion. All voted in favor and the motion carried.

Monroe Valley Support - Engineering is preparing a more detailed design for the Little Mountain Road Pump Station and requesting quotes per the requirement of FEMA/PEMA.

FSWA Water System Operations Support - Engineering provided Verizon Wireless with the operating frequencies of the SCADA system per Verizon's request. Engineering recommends having a provision in the Verizon Wireless contract that they pay for the services of Allied Control Services, Inc. to coordinate the equipment installation and to perform a post-installation check of the SCADA system for performance degradation. It was also recommended that Verizon be contractually responsible for any interference remediation costs. This coordination is important given the pending changes to the FSWA SCADA system which are to occur late this year or early 2014 due to the relocation of the Operations Staff offices.

Water System Improvements / New 1MG Tank; Water Source - The Engineer has performed preliminary USGS Q7-10 evaluations and submitted them to DEP to obtain a preliminary indication of the flow allocation which will be approved. A response has not been received yet. The Engineer is preparing the application for the DEP minor construction permit for the installation of a water transmission main co-located with the sewer line in the same trench.

Miscellaneous - Engineering is still working on the hydraulic modeling and design for an engine driven pump to be located in the base of the east water tank to supply Bell & Evans' new distribution center with the 3,100 gpm at 70 psi at fire hydrant 71.

In addition to the fire flow, Bell & Evans has submitted a request for 500,000 gallons per day of water supply. Mr. Steckbeck will consult with Bell & Evans to confirm their demands. This will be an integral part of the DEP permit application for the new water source, as specific requirements to identify "consumptive uses" apply and affect the SRBC's approval of the permit.

The engineer has reviewed the Georg Steiner 3 lot subdivision and has a review letter for the Board, as well as a Planning Module Exemption form for the Chairman to sign this evening. The letter will be forwarded to the township.

SOLICITOR'S REPORT

South Fredericksburg Construction - The Solicitor spoke with Beverly Keller, who owns property which abuts the GSLB property, and confirmed that she will not need a grinder pump as a result of the revised GSLB easement.

Hopkins Condemnation - The Solicitor spoke with attorney Lamoureux on behalf of Tammi Hopkins. The revised easement which incorporates the changes approved by the Board and acceptable to Tammi Hopkins was presented to the Board for signature. Chairman Heisey signed the easement. The signed easement will be delivered to attorney Lamoureux for Ms. Hopkins signature.

Martin Property - Release of Access Easement - The access easement across the Martin farm which was rendered moot by the transfer by Martin to the Authority of the parcel commonly known as FSWA Drive was released on May 21, 2013. A copy of the release was provided to the Authority.

Agreement with Bethel Township - Road Inspection Expenses - The Agreement for the Payment of Township (road inspection) Expenses has been delivered to the Township via hand delivery by Supervisor Martel.

Farmers Pride/Bell & Evans - No developments since the last meeting.

DCT Fredericksburg Warehouse Project - No developments since the last meeting.

New Public Water Source Well - Martin Property - A proposed temporary easement with Randy and Rhoda Martin which incorporates the terms and conditions approved at the last FSWA meeting was presented to the Board. The Solicitor will present the easement agreement to the Martins for signature.

Verizon Lease - West Water Tank - No developments since the last meeting. The solicitor is waiting for a proposed lease from Verizon.

Trammell Crow - The solicitor has not yet corresponded with Trammell Crow regarding the issue of utilizing PVC water pipe on their site. He will do so in the near future.

OFFICE MANAGER'S REPORT

South Fredericksburg - Letters were sent to the 5 property owners along Greble Road west of the new WWTP site. As of this date, all but one property owner have purchased their permits. Deadline for the discount period for the 5 property owners is Friday, June 7th, 2013.

The second PennVest pay request was received and deposited into the S. Fredericksburg / PennVest account. As of June 1, 2013 PennVest began automatically drawing interest from that account.

FEMA/PEMA - FEMA submitted a letter stating that the Authority has been given an additional 6 months to complete the Tropical Storm Lee work projects. A list of quotes and estimates was previously submitted but FEMA will not accept estimates. A request was made to the engineer to obtain actual quotes for submittal.

Fredericksburg Service Area - The June monthly billing is currently being processed.

The Board agreed that an adjustment of 1/8th of the current billed usage should be made to the Shadle account.

Monroe Valley Service Area - The June quarterly billing is currently being processed.

The Board responded to a resident's inquiry regarding the possible refund of a sewer permit by stating that the board cannot make a decision based on a hypothetical situation.

The Board was informed that the Billing Service Agreement with Swatara Township indicates that the Authority will perform the billing and collection services for Swatara Township with regard to their portion of the Monroe Valley Service Area and the Authority will provide this service without cost or charge to Swatara Township. It also states that the Authority will deposit Swatara Township's portion of the Monroe Valley funds in a banking institution selected by Swatara Township.

Diversified Billing Conversion - A representative of Diversified will be in the office on Tuesday, June 4th to train the office staff. A request was made to close the office during the training period. The Board agreed. A notice will be posted in the window.

2012 Audit - A draft copy of the 2012 audit was presented to the Board for review. A final copy needs to be submitted to DCED by July 1st.

August 2013 PMAA Conference - Information regarding the 2013 PMAA conference was provided to the Board.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - Normal operations.

A signed contract was sent to Abel Recon for the manhole repairs on Windy Hill and Richard Hills.

Fredericksburg Water - The rate of flow control valve was installed for well #6. Well #6 is flowing consistent for 23 1/2 hours a day.

C.M. High pulled the signal wire. The operations staff made the final connections. The ELPRO radios are no longer needed.

Monroe Valley Sewer - The Moyno grinder at the pump station is out of service. More PVC pieces were found. It appears to be a pipe plug that could have been hit by a lawn mower. PVC should not jam the grinder. Geiger was contacted to make the repairs.

Residential grinder replacement parts were ordered. A few miscellaneous items are back ordered.

Miscellaneous - Comcast provided a quote for phone and internet service. A service tech will be onsite to evaluate our location. If any additional costs are required the proposal will be void.

C. Mengel was made aware of his deadline to obtain his CDL license.

The operations manager is still looking into the sign situation in front of the office building.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

PMAA Conference - Mr. Heisey strongly recommended that some board members attend the PMAA conference in August 2013. Anyone interested should contact the Admin Office for registration prior to August 1, 2013.

COMMITTEE REPORTS

Budget Committee - There was no report.

Operations Committee - The Board discussed the Trammell Crow / PVC issue was briefly discussed.

Building Committee - Mr. Bevans inquired about the restrooms located in the back of the Admin building. The Board instructed the operations manager to remove the toilets and capping the sewer openings.

COMMENTS/COMPLAINTS

Koller, Mechanic Street - Mr. Koller from Mechanic Street, interrupted the meeting to inquire about his dirty water. The Board instructed him to stop by the office in the morning to file a water complaint.

John's Way Drive - Mr. Thompson raised some issues regarding the condition of the roads on John's Way Drive. After discussion, Mr. Heisey instructed the engineer to make sure the contractor addresses the situation.

ADJOURNMENT

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

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