

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 4, 2013

The March 4, 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, Paul Lutzkanin, Kevin Snader, Jeff Steckbeck and Lorrie Wright.

COMMENTS/COMPLAINTS

There were no comments or complaints.

MEETING MINUTES

Ron Thompson made a motion to approve the meeting minutes as amended. Tom Demler seconded the motion. All voted in favor and the motion carried.

TREASURER'S REPORT

Bills Payables – Dale Bevans made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$8558.93, the Fredericksburg Water Payables in the amount of \$37,347.89, the Monroe Valley Sewer Payables in the amount of \$2,316.41 and the South Fredericksburg Sewer Project Payables in the amount of \$1,224.35. 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. Trish Askew seconded the motion. All voted in favor and the motion carried.

ENGINEER'S REPORT

General Administrative - Engineering continues to assist the Admin staff as requested.

Fredericksburg Plant Expansion / South Fredericksburg - Engineering continues to work through the submittal process with all for contractors. The first application for payment was received from Lobar, Inc. and given to the Admin staff to submit to DCED to draw more grant money before it expires. Sewer line installation work began today (March 4th) on Center Street in the vicinity of Elk and Deer Drives.

The driveway has been roughed in for a construction entrance at the WWTP site.

Fredericksburg WWTP Operations Support - The 2012 Chapter 94 report is being prepared and will be sent out for review prior to the next board meeting. It must be approved, signed and submitted to DEP by the end of March.

Monroe Valley WWTP Operations Support - The 2012 Chapter 94 report is being prepared and will be sent out for review prior to the next board meeting. It must be approved, signed and submitted to DEP by the end of March.

Engineering is working with the Office Manager to provide additional information to FEMA/PEMA representatives to facilitate our request for additional funding for the flood proofing mitigation work at the Little Mountain Road pump station.

FSWA Water System Operations Support - Engineering has been consulting with the operator concerning lower water pressures in the system.

Water System Improvements / New 1MG Tank; Water Source - Engineering has been working with Caldwell to provide final amounts in order to close out the project.

Jeff reported that he had a meeting this afternoon at SRBC with two new representatives Todd Eaby and Mike Appleby. The three prior reps who we worked with are no longer in the Harrisburg division handling this matter: Paula Ballaron got a promotion; Damian Zampogna left the Commission; and Bob Pody retired. These two new geologists are part of a group of five employees who handle all the permitting for three states. They advised Jeff that because of that large an area, it may take up to 18 months to get a new permit for a groundwater source. A surface water source, however, can be permitted much quicker because SRBC has a delegation agreement with Pa DEP for those permits. At the meeting, they reviewed the project history and came up to speed on the FSWA proposed well #8 located near the Swatara Creek on land owned by Michael Wright. Jeff then showed maps and reports which SESI developed in 2008 and 2009. The permit for well #8 had been put on hold by FSWA when the \$5.4 million water system improvements H2O grant application was awarded at only \$1 million and the scope of the project was reduced to just include the new million gallon water tank. Jeff further explained SRBC's view on a well which might be impacted by a surface water source and how part of the well can be considered groundwater and part surface water for the purposes of implementing SRBC's new pass-by rule. That rule dictates that monthly USGS monitor gages will need to be consulted daily, and when stream flows drop below a predetermined seasonal limit, a permittee's withdrawal of surface water will need to cease until the stream level again rises. The Board discussed the matter further and it was decided to continue on with the SRBC permit application, considering that well #8 will be the first of a series of sources the Authority will pursue in the future, all of which could feed into the new pipeline running from the Swatara Creek in Lickdale back to the FSWA water building. The Board then discussed the possibility of looking for water near the Little Swatara Creek. Jeff indicated that the timing to install a water transmission main from the Little Swattie to FSWA is ideal, since the sewer interceptor trench could be utilized. This would save about 80% of the cost of a water line since the excavation is already being paid for as part of the sewer contract. Jeff recommended utilization of fusion welded HDPE pipe to avoid gasketed joints which could leak, and it would allow for faster and easier installation. Jeff estimated the cost for transmission main from the Little Swattie to Route 22 would cost about \$180,000

versus the million dollars (plus) it will cost for the transmission main from Lickdale. The Board then instructed Jeff to verify his cost estimate on this pipe option and give an update at the next meeting. It also instructed Jeff to move ahead quickly to determine if a viable water source could be obtained near the Little Swatara Creek to take advantage of the sewer excavation. This effort should be coordinated with his continued efforts for the well in the Lickdale area.

SOLICITOR'S REPORT

South Fredericksburg - Randy and Rhoda Martin closed on the purchase of the L&L farm on February 28, 2013. Solicitor Fitzgibbons met with the Martins to discuss issues related to the construction of the wastewater treatment plant. The solicitor also obtained signatures of both Mr. and Mrs. Martin on the lot annexation plan which he expects to be approved by the township supervisors at the March 21, 2013 township meeting.

The solicitor will work with the office manager to secure the additional bonding required by the township supervisors. The bonding estimate for the private street is \$38,750.

The solicitor drafted the required Private Street Agreement (required by the Bethel Township SALDO) and has forwarded a draft to solicitor Enck for review. Solicitor Fitzgibbons is preparing the documentation needed to complete the land acquisition/easement relocation from Mr. and Mrs. Martin once the lot annexation plan is approved and recorded at the courthouse.

US Real Estate - There are no new developments regarding this matter.

Well 6 - Solicitor Fitzgibbons obtained historical files from attorney Gray James and delivered them to the Authority office. The solicitor will be working with the office manager to go through the files to see if there is any information helpful to the resolution of the well six issue.

Sewer Liens - The solicitor processed several lien releases for accounts which have paid their past due amounts.

OFFICE MANAGER'S REPORT

Monroe Valley Mitigation - The office manager contacted FEMA/PEMA to request the additional funds for the flood proofing work at the Little Mountain Road pump station. The office manager and engineer are working to provide additional information requested by FEMA/PEMA.

South Fredericksburg Project - Fulton Bank closed the checking account that was required as part of the \$11 million PennVest loan agreement. Fulton Bank requires a deposit within 30 days of opening the account. PennVest would not allow an initial deposit to be made into the checking account other than pay request draws on the \$11 million. The situation was explained to PennVest and they are now allowing a minimal initial deposit so Fulton Bank has been instructed to begin the paperwork process to open another bank account. The first pay application request has been received from Lobar, Inc. and will be submitted to the Commonwealth Finance Authority for reimbursement. The

Authority still has grant money available from the \$500,000 CFA grant and should be utilized before it expires.

Diversified Billing Conversion - The billing clerk is still running parallel billing software programs. Receipt journals are up to date and both systems are in balance. The office staff is currently working on drafting a new billing form. The office manager stated that online payments should be in place by the end of the year.

Sewage Planning Exemption Module - Matthew & Hockley requested a letter from the Authority stating that there is adequate sewer capacity in the South Fredericksburg sewer system to accommodate GSLB,LLC. (3 EDU's) and Lloyd and Lori Brandt's (1 EDU) properties located along Rt. 343 and Shirksville Road.

North Lebanon Career and Technology Center - The board discussed the matter of the school district possibly building a career and technology center across the street (Rt. 22) from the high school ball field.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - The plant has been experiencing elevated fecal coliform and low chlorine residuals. All equipment was checked and cleaned. Air cycles have been changed.

The Richard Hills Infiltration and Inflow quote from Abel Recon is still pending. The Utility Services Group quote that was reported to the Board at the February 18th meeting was misquoted by the operator. A revised quote was not available for tonight's meeting but will be provided to the Board possibly at the March 18th meeting.

Fredericksburg Water - Herb Spencer completed a second water quality analysis since the well have been cleaned and found that there are still high levels of iron and manganese in the water. The chemical dosage has been reduced.

The shielded cable was ordered for Well #5.

Caldwell Tanks was out to look into a tank leak at the new water tower. They determined the leak to be from a 3/4" copper line that froze and burst. Repairs are pending.

Monroe Valley Sewer - Normal operations.

The grinder stations replacement parts will be ordered.

Old Standpipe - Mr. Bevans asked about the status of the old standpipe. The operator stated that it was drained as soon as the new tank was in service.

OLD BUSINESS

There was no old business discussed.

NEW BUSINESS

There was no new business discussed.

COMMITTEE REPORTS

Budget Committee - A revised water budget was brought before the Board. Dale Bevans made a motion to reopen the 2013 water budget and adopt the revised 2013 water budget. Tom Demler seconded the motion. All voted in favor and the motion carried. The 2013 budgets will be posted on the FSWA website.

Building Committee - A revised Property Management Agreement was presented to the Board. Dale Bevans made a motion to adopt the Levco Property Management Agreement. Ron Thompson seconded the motion. All voted in favor and the motion carried.

Improvements to the rental apartment were discussed. Electrical estimates were presented to the Board for review. The Board agreed on a quote from in the amount of \$550.00. The Building Committee will look into a replacement stove and dryer costs, natural gas installation and costs for a heating and cooling system.

Draft design drawings were presented to the Board due to an incident that recently occurred in the office. The Board instructed Mr. Bevans and Mr. Rudy to obtain quotes.

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**