

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
May 6, 2013**

The May 6, 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

M. Binkley, 485 Greble Road - Mrs. Binkley appeared before the Board to inform them that she had not received any notice that she was included in the S. Fredericksburg sewer project. She stated that she only became aware of her responsibility to connect when construction began in front of her home. She requested that the Board allow her to pay the discounted tapping fee amount.

Corey & Kim Wolfe, 478 Greble Road - Since the last meeting of April 15, 2013, per instruction of the Board, the engineer and solicitor determined that the five homes along Greble Road west of the new WWTP site did not receive any written notification of the sewer project from the FSWA. Dale Bevans made a motion to extend the tapping fee discount of \$3,600 (if requested by the resident) for a period of 30 days to only the five homes along Greble Road west of the new WWTP. (These would include Wolfe, Binkley, Waltermeyer, Smith and Derr). After the 30 days the tapping fee will revert to the current tapping fee amount. Trish Askew seconded the motion. Mr. Heisey, Mr. Rudy, Mr. Bevans, Mr. Demler and Ms Askew voted in favor. Mr. Thompson opposed the motion. Motion carried on a 5 to 1 vote.

The Wolfe's also contacted the Bethel Township Sewage Enforcement Officer regarding their black water system and their gray water system. According to Mrs. Wolfe, Mr. Siminitis stated that he didn't see any problem leaving the gray water system go, it would be grandfathered in, and as long as it is not an opposed drain out to a field or a stream and it's a closed system that is functioning properly, then the Wolfe's do not have to hook the one system to the next system and then pump it up to the road. Mr. Steckbeck will contact Mr. Siminitis to confirm his explanation in writing. Dale Bevans stated that it should be the Wolfe's responsibility to obtain the explanation or findings in writing. The Wolfe's also expressed their concern about the current road patching. After discussion, Mr. Steckbeck stated that he will meet with the inspector to correct the situation.

Rick Rudy mentioned that he was questioned about the contractor providing little to no warning of road closing notices. Bethel Township Supervisor Martel stated that the township has received calls complaining about the quality of road patching and road closed notices.

G. Paoletti, 2592 S. Pine Grove Street - Mr. Paoletti appeared before the Board to discuss the details and specs for the installation of a grinder pump. After some discussion, the engineer stated that he would instruct the inspector to call Mr. Paoletti to discuss his situation and provide more information.

MEETING MINUTES

Rick Rudy made a motion to approve the April 15, 2013 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 \$16,606.93, the Fredericksburg Water Payables in the amount of \$21,718.63, the Monroe Valley Sewer Payables in the amount of \$2,020.70, the South Fredericksburg Sewer Project Payables in the amount of \$60,603.43 and the PennVest / South Fredericksburg Project Payables in the amount of \$912,622.52. Trish Askew seconded the motion. All voted in favor and the motion carried.

Financial Statement – Dale Bevans 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 - Submittals and Requests for Information continue to come in from the Contractors but at a greatly reduced rate.

The Building Permit was issued on 4/18/13 and applies only to the main building at the plant.

Contract 1 - Sewer line installation work continues on Greble Road. A second line crew was working on the interceptor from the plant towards Greble Road but has been stopped due to Bog Turtle issues such as the need to install barrier fencing under the watchful eye of a certified Bog Turtle expert.

Contracts 2, 3 & 4 - The wet well has been installed and the foundation and walls of the pump room are complete. The mason will soon be laying the block walls of the Headworks building. The drainage basin has been landscaped. The excavation of the wastewater basins is complete. Some of the area needed to be over-excavated to get to better soils and meet the load bearing specification. An updated version of the WWTP Schedule was provided for review.

PennVest - Pay Request 2 was provided for approval in the amount of \$1,420,541.99. Tom Demler made a motion to approve Pay Request 2 in the amount of \$1,420,541.99. Trish Askew seconded the motion. All voted in favor and the motion carried.

Steckbeck Engineering has applied to the Bethel Township office for the assignment of a street address for the new WWTP. Per a township ordinance, our new private street, "FSWA Lane", would be numbered as "1 FSWA Lane". There were concerns that truckers and couriers would not be able to locate an FSWA Lane address using GPS devices so a request will be made to the township for a relief from the township ordinance for an appropriate Greble Road address.

Water System Improvements / New 1MG Tank; Water Source - The operations committee met with the engineer and geologist Conapitski on Tuesday, April 24th to inspect potential well sites near the new WWTP and to discuss the concept of installing a raw water transmission pipe parallel to the 15' gravity sewer interceptor running from the old WWTP to the new WWTP. Geologist Conapitski and DEP sanitarian Derick Havice conducted the required sanitary survey of the potential well sites near the WWTP on May 2nd. The sites all passed.

The new well drilled at the WWTP has been disinfected, flushed and sampled. Testing is being performed. To date the well has passed the bacteria test with no coliform. The other test will take longer to get results.

DEP water permit engineer Tom Filip has offered dates for the required pre-planning meeting for a new surface water withdrawal permit. This meeting is only necessary if the board would like to pursue this water source. The Board and Engineer agreed on possible meeting dates of May 15th, 16th or 17th.

Tom Demler made a motion to authorize the solicitor to negotiate with the Martins for a location to drill a well. Trish Askew seconded the motion. All voted in favor and the motion carried. Mr. Heisey stated that the solicitor should work on an easement in the event of a successful well location.

Sewer contractor Joao & Bradley and the engineer have negotiated a pricing of \$36 per foot for 8" water main and \$39 per foot for 10" water main. These prices are 40% less expensive than the \$60 and \$65 per foot than would be obtained through traditional bidding methods. Additionally, the FSWA would not have to pay for surveying, design drawings, rights of way, nor restoration. These costs would represent another 15%, therefore the water transmission main could be installed for less than half the price that a separate, isolated water line would cost in the future. Mr. Steckbeck requested that the Board consider the option of sharing a trench with the South Fredericksburg sewer line in time to be discussed at the May 20th meeting.

Miscellaneous - Farmers Pride's new distribution center water sprinkler requirements were provided. The sprinkler engineer indicates that they will need 3,100 gpm at 70 psi at fire hydrant 71 located along Route 22. Steckbeck Engineering is working the FSWA water hydraulic model to determine the pump sizing needed in the base of the East water tank to deliver this fire flow. Engineering will be researching an engine driven, variable speed pump with battery start to avoid the year long delay to get a Met Ed power upgrade. An engine driven pump will also provide the advantage of operating in an electrical outage. The battery backup system will be set up to energize our SCADA system

so the fire pump controls will still be linked and usable by the main SCADA station.

SOLICITOR'S REPORT

Farmers Pride / Bell&Evans - Farmers Pride has made its \$250,000 down payment to the Authority per the Sewer Capacity Purchase Agreement dated 12/27/11. The Solicitor has been in contact with Fulton Bank with regard to the \$1,000,000 letter of credit that Farmers Pride will be posting to ensure payment of the additional monies due the Authority under the Sewer Capacity Agreement. Farmers Pride has requested that the Sewer Capacity Agreement be assigned to Bell & Evans Realty, LLC since that is the entity that owns the real estate which the new facility will be constructed. A Partial Assignment Agreement was prepared and signed by Farmers Pride. The only thing being assigned is the obligation to pay the money due the Authority (FP is still guaranteeing the payments). The Sewer Capacity Agreement places limitations on the amount and strength of sewage FP can send to the Authority and the provisions regarding those matters remains with FP since they will operate the facility. Rick Rudy made a motion to approve the Partial Assignment Agreement to transfer to Bell & Evans dated April 23, 2013. Tom Demler seconded the motion. All voted in favor and the motion carried.

Revised Development Plan for new WWTP/L&L Easement Relocation - The deed fro Randy and Rhoda Martin was recorded on April 23, 2013. A new deed combining this property with the land that the Authority already owns (the wastewater treatment plant site) was presented to the board for approval. The new deed combines the parcels into one tract as required by Township Ordinance. Rick Rudy made a motion to approve the deed dated May 6, 2013 from the Authority to the Authority combining the wastewater treatment plant site and the land just recently acquired from the Martins into one tract. Dale Bevans seconded the motion. All voted in favor and the motion carried.

US Real Estate - A copy of a letter sent to Trammell Crow dated April 22, 2013 was provided to the Board. Trammell Crow has not responded yet.

Bethel Township / South Fredericksburg Sewer Inspections - Dale Bevans made a motion to approve reimbursing professional inspection services on roads and work required by the township up to a maximum of \$12,000. Trish Askew seconded the motion. All voted in favor and the motion carried. Atty. Fitzgibbons will provide the updated agreement to the Board at the May 20th meeting in time for the Bethel Township Supervisors meeting in June.

DCT Fredericksburg Warehouse Project - Fisher Municipal Consulting reviewed the DCT Fredericksburg Warehouse sewer facilities and found them to be in compliance with the Authority's Rules and Regulations. The developer will provide the Authority with an official set of plans in the near future.

OFFICE MANAGER'S REPORT

South Fredericksburg Project - The first PennVest payment in the amount of \$912,622.52 was received and deposited into the PV/S. Fredericksburg account.

Farmers Pride - Farmers Pride submitted their initial payment for sewer capacity in the amount of \$250,000.

Zinn Insurance - Zinn Insurance requested the annual updated information for the 2013-2014 policy renewal. The office manager requested that one or more board members review the updated information before submitting to Zinn Insurance.

\$1 Million Water Grant Anticipation Note - Jim Heisey made a motion to authorize the office manager to pay off the \$1 Million Grant Anticipation Note using the Series A of 2010 Loan. Trish Askew seconded the motion. All voted in favor and the motion carried.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - Nitrification has returned. Effluent bench tests show great results.

A meeting has been scheduled for May 8th with Abel Recon regarding the Richard Hills I & I.

Fredericksburg Water - C.M.High provided a proposal to pull cable to Well #6. Tom Demler made a motion to approve the contract with C.M.High not to exceed \$1,750.00 to pull cable to Well #6. Ron Thompson seconded the motion. All voted in favor and the motion carried.

Well #2 is out of service. Kohl Brothers will be on site this week to diagnose. The pump may need to be rebuilt or replaced. Records show this pump was installed in 2003. Dale Bevans made a motion to authorize Kohl Brothers to proceed with research on Well #2 and a replacement of the pump, if necessary, not to exceed \$7,500. Trish Askew seconded the motion. All voted in favor and the motion carried.

Flow testing was performed at the same time as the hydrant flushing in April. A few hydrants need attention.

Caldwell made repairs to the water tower last week.

The meter was removed from the home on Sugar Road.

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

OLD BUSINESS

Administrative Office Building - Dale Bevans made a motion to reinstate the Shilling proposal in the amount of \$5,750.00 for the office construction plus an additional 20% for improvements not to exceed \$7,000. Ron Thompson seconded the motion. All voted in favor and the motion carried. Steckbeck Engineering is taking care of the Chapter 34 evaluation.

Fredericksburg Logo on Water Tank - Rick Rudy made a motion to take the \$7,300 credit from Caldwell instead of Fredericksburg logo. Tom Demler seconded the motion. Mr. Rudy, Mr. Bevans, Mr. Demler, Ms. Askew voted in favor of the motion. Mr. Heisey opposed. Motion carried.

NEW BUSINESS

There was no new business brought before the Board.

COMMITTEE REPORTS

Budget Committee - The budget committee reported that after the \$1 million grant anticipation note is paid using the Series A Note, the remaining \$300,000 of the Series A Note would be used towards the new water source.

Building Committee - Dale Bevans made a motion to repair the FSWA sign in front of the office building not to exceed \$200.00. Rick Rudy seconded the motion. All voted in favor and the motion carried.

The Board recessed briefly before going into an Executive Session.

EXECUTIVE SESSION

Tammi Hopkins Condemnation - Ron Thompson made a motion to counter offer \$4.00 per linear foot and tapping fee remains at the current fee of \$4,100. Rick Rudy seconded the motion. All voted in favor and the motion carried.

CDL Requirement - The Board agreed that Charlie Mengel is to obtain his CDL by June 30, 2013 or the Board will discuss his future status with the Authority.

On Call Response Time - After some discussion about setting a response time for on call employees, the Board will review the employee handbook and make a recommendation at the next board meeting.

COMMENTS/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**