

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
October 7, 2013

The October 7, 2013 meeting was called to order by Chairman Jim Heisey at 6:30 pm.

ROLL CALL

Roll call was taken by Secretary Lorrie Wright. Those in attendance were Jim Heisey, Rick Rudy, Dale Bevans, Tom Demler and Ron Thompson. Also in attendance were Tony Fitzgibbons, Paul Lutzkanin, Kevin Snader and Lorrie Wright.

COMMENTS/COMPLAINTS

There were no comments or complaints.

MEETING MINUTES

The September 16, 2013 meeting minutes were accepted as submitted.

TREASURER'S REPORT

Bills Payables - Tom Demler made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$21,262.67, the Fredericksburg Water Payables in the amount of \$213,003.41, the Monroe Valley Sewer Payables in the amount of \$3,728.48 and the South Fredericksburg Sewer Payables in the amount of \$1,443,145.43. Dale Bevans seconded the motion. All voted in favor and the motion carried.

Financial Statement – Rick Rudy 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

Fredericksburg Plant Expansion / South Fredericksburg - Contract 1 - Sewer line installation work continues along with the installation of the raw water line in the trench with the interceptor. Paving restoration has begun on Deer, Elk, Greble, South Center and John's Way. Engineering is investigating the possibility of full depth restoration on a large portion of South Center Street that was poorly constructed and disintegrated during the line installation. Contract 2, 3 & 4 - In the Main Building, the insulators and drywall teams have begun their work. The ceilings and interior walls of the Filter Room and Garage are being installed. On the WWTP, the masons have completed their work on the Blower, Chemical and Electrical Room walls. The site has been graded and is being prepared for paving. The plant equipment has been installed in the basins and the electricians are installing conduits and wiring. All external utilities have been installed and the trench has been closed. Met Ed has been on site for weeks and all Verizon and Met Ed poles are in place. The three phase wiring

shall be pulled into place, the pedestals wired and the transformer set soon (weather permitting) so it is estimated that we will have utility power in about two weeks.

PennVest Pay Request 7 was presented for approval as follows:

| | |
|----------------|-----------------------|
| Total Amount | \$1,239,439.48 |
| Retainage | <u>(\$49,222.30)</u> |
| Net Payable | \$1,190,217.18 |
| Local Share | <u>\$1,190,217.18</u> |
| PennVest Share | \$0.00 |

Change Orders - The following Change Orders were presented to the Board as follows:

Change Order 1-2 - This Change Order covers the costs to perform full depth reclamation on a portion of South Center Street that was destroyed during the installation of the sewer interceptor. The cost of this Change Order is \$20,000.
Change Order 2-7 - This Change Order covers the costs to install portions of the decant line from future SBR 3 at this time to avoid a plant disruption in the future. The cost of this Change Order is \$14,850.54.

Change Order 2-8 - This Change Order covers the costs to modify the Post Equalization basin force main to avoid a conflict with the exterior wall of the basin. The cost of this Change Order is \$4,643.34.

Change Order 3-7 - This Change Order covers the costs to add attic lights in the trusses above the office area in the Main Building to facilitate storage and service of the HVAC equipment. The cost of this Change Order is \$1,206.00. Tom Demler made a motion to approve Change Orders 1-2, 2-7, 2-8, and 3-7. Dale Bevans seconded the motion. All voted in favor and the motion carried.

Kevin Derr asked the Board if they approached the township about sharing part of the cost of Change Order 1-2. Dale Bevans stated that he would ask the township in time to be discussed at their October 10th meeting.

Water System Improvements / New 1MG Tank; Water Source - Geologist Conapitski appeared before the Board to give an update on the test pumping, sampling and laboratory testing for water quality. Tom Demler made a motion to authorize the geologist to perform the well testing at a cost of \$8,100.00. Dale Bevans seconded the motion. All voted in favor and the motion carried.

As of September 20th, an additional 2,367 feet of 10" raw water transmission main have been installed. The second invoice for \$107,780.50 has been submitted from the contractor. Dale Bevans made a motion to authorize payment to Joao & Bradley in the amount of \$107,780.50. Tom Demler seconded the motion. All voted in favor and the motion carried.

There has been no news from the City of Lebanon Authority on the water service contract renewal. CoLA will hold its annual meeting for all municipal and bulk customers on October 24th at 7:30 AM.

Miscellaneous - Bell & Evans calculations of their revised water consumption needs and sewer discharges have been completed by their engineer Stellar. A copy of the report has been distributed to the Board showing a need for 170,000 gpd of water and 84,000 gpd of sewer capacity for the first phases of their project

in the coming five years. The third phase, beyond five years will require additional capacity to increase total demand to 320,000 gpd water and 120,000 gpd sewer capacity for full build out.

Engineering continues with the design of the new high flow water booster fire pump for the East water tank, along with a back-up power generator. This is a switch from the gas fired engine driven pump. The generator powered pump will give dual benefit of backup power for SCADA controls, space heater and lights in the water tank.

Engineering is working with Solicitor Fitzgibbons to prepare an addenda to the Farmers Pride sewer capacity agreement to address the East Main Street pumping station.

Engineering is working with Reid Engineering who is Bell & Evans wastewater pretreatment consultant for the scope of design for the East Main Street pumping station. Reid's pretreatment facility, and the designed discharge flow rate, will dictate the extent of improvements needed at E. Main Street. SESI has also worked with Envirep to develop five alternatives for upgrading the pumping station. Based on information from Reid, we may need to replace the 4" force main with a larger 6" pipe. The pipe size change alone with double the capacity of the existing pumps are due to less friction head losses. New pumps, along with the force main upgrade, may also be needed to achieve Reid's design flow. It is too early to definitely say that this is the case, as we await Reid to finalize some of his re-calculations for alternate designs of the pretreatment plant. The Engineer submitted reviewed drawings for the property located at 119 S. Center Street. A water permit needs to be purchased.

SOLICITOR'S REPORT

New Public Water Source Well - Martin Property - The solicitor is working with the surveyors to prepare a drawing showing the precise location of the well and other significant property features, such as the adjacent property lines and likely well head protection area. The Solicitor has kept in contact with the Martin's to advise them of the status of the well.

Verizon Lease - West Water Tower - The Solicitor submitted a proposed lease for the west (Farmers Pride) water tower. The lease is substantially similar to the lease on the east water tower. There were two significant differences that (1) revised the lease to include Verizon's request that rental payments not start until construction of their facilities is commenced; and (2) revised the lease to state that the annual rent during any renewal term would increase each year, as opposed to each renewal term (each renewal term is a five year period). Verizon has indicated that they are eager to begin construction. The initial rent and percentage increases during the renewal terms were discussed. Ron Thompson made a motion to charge Verizon \$2,045.00 per month for five years with a 3% increase annually thereafter. Tom Demler seconded the motion. All voted in favor and the motion carried.

Farmers Pride/Bell & Evans - The Solicitor submitted a proposed addendum to the existing developer's agreement with Bell & Evans which addresses the

needed upgrades to the East Main Street pumping station. Rick Rudy made a motion to approve the First Addendum to Sewer Capacity Purchase Agreement. Ron Thompson seconded the motion. All voted in favor and the motion carried.

USAA Real Estate/Trammell Crow - The developer's agreement was approved at the FSWA Special Meeting on September 12, 2013. The solicitor is still waiting for original signature pages to be returned by USAA Real Estate. USAA Real Estate was scheduled to close on the purchase of the land by the end of September.

South Fredericksburg Construction - The Solicitor continues with the easement issues with R. Smith, J. Derr, D. Maulfair and M. Brendle. The easements are being revised to allow the access road cut into the steep slopes on their properties to remain as opposed to being filled in so as to allow for easier access in the future for any needed maintenance. Rick Rudy made a motion to approve the revised sanitary sewer Right of Way agreements with Dale & Pattie Maulfair, Michael & Wendy Brendle, Joan Derr, and Robert & Karen Smith dated September 20, 2013. Tom Demler seconded the motion. All voted in favor and the motion carried.

OFFICE MANAGER'S REPORT

Monroe Valley Flood Mitigation - PEMA has been notified that the Little Mountain Road Pump Station flood mitigation work has been completed. PEMA now requires copies of the paid invoices and proof of payment along with a brief description of the work performed to be submitted to them. The office staff is working with Joe Rupe of PEMA to submit the additional information not captured on the original worksheet.

Monroe Valley Sewer Service Area - Work continues on the delinquent sewer accounts and liens.

Fredericksburg Service Area - The October 2013 monthly sewer/water bills were issued on October 4th. Bills are due on October 25th. The October 2013 quarterly sewer/water bills are currently being processed. A Hydrant Flushing Notice for Friday, October 18th is being added to the customer's bill. A Rapid Response notice will be issued sometime during the week of the 14th.

Water Shutoffs occurred on Wednesday, October 2nd:

22 Village Drive - cannot access shut off valve. The property is empty.

29 Shirk Drive - involves a tenant - to date the owner has not paid

108 Elm Ave - no one resides at the property

The September 2013 apartment rent was received in the amount of \$736.00
An October 14th meeting is scheduled with Fulton to discuss ACH procedures.

South Fredericksburg Sewer Project - To date, 95 permits have been purchased with a total of \$340,900 in tapping fees collected.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - Normal operations.

West Main Street manhole repairs will be included in the 2014 budget.

Fredericksburg Water - The East tank was cleaned and the mixer was installed. Caldwell agreed that it was needed.

The filter housing has been in service since 8/20/2013. The micron filters are being changed weekly. Black residue and sediment has been noticed in the bags. This was not noticed when well #5 was only filtered.

Herb Spencer reported that the iron and manganese levels have improved slightly in wells #5 & #6. This along with lower yield is believed to have softened the distribution system ultimately leading to the increased customer complaints. Chemical dosage adjustments will be made after hydrant flushing.

Hydrant flushing is scheduled for Friday, October 18th.

Hydrant painting is ongoing.

Monroe Valley Sewer - The quartz sleeves and UV bulbs were replaced. The sensor that measures the light intensity is faulty.

The operations staff assisted Steve Weaber with his grinder station. All parts were replaced.

Gayle still has not returned phone calls regarding the grinder issue.

Miscellaneous - DMR's for August and September 2013 were presented to the Board.

2014 budget information is ready for discussion.

1,400 gallons of diesel will be needed for the South Fredericksburg generator.

OLD BUSINESS

There was no Old Business to discuss.

NEW BUSINESS

Dale Bevans requested that our IT support remove Patricia Askew from the list of Board members on the FSWA website.

COMMITTEE REPORTS

Budget Committee - A budget committee meeting will be held sometime this week.

Operations Committee - The committee had nothing to report.

Building Committee - The stove was installed and the tree was trimmed for the apartment.

COMMENTS/COMPLAINTS

A question arose regarding the connection procedure for the South Fredericksburg area. This item will be discussed at the next board meeting.

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