

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 17, 2014**

The meeting was called to order by Chairman Jim Heisey at 6:30PM.

ROLL CALL

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

COMMENTS/COMPLAINTS

Robert Altrath, 15 Pine Avenue - Mr. Altrath appeared before the Board to discuss concerns he has been having with his water meter. Mr. Altrath requested to meet with Mr. Snader and resolve the issues. He also questioned the water rate structure for high end water users. All issues were addressed by the Board, engineer and solicitor.

Megan Bainbridge, 13 Vista Drive - No comments.

David Kauffman, 244 Mill Road - Mr. Kauffman appeared before the Board to discuss the restoration process intended for Mill Road. Engineering will look into the situation and get in contact with Mr. Kauffman with potential restoration dates.

Karen Bickle, Southeast Corner of S. Pine Grove Street/Greble Road - Ms. Bickle appeared before the Board to discuss construction concerns regarding the S. Fredericksburg Sewer Project. All issues were addressed by the Board, engineer and solicitor.

MEETING MINUTES

The March 3, 2014 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 \$12,166.58, the Fredericksburg Water Payables in the amount of \$10,053.57, the Monroe Valley Sewer Payables in the amount of \$3,650.70, and the South Fredericksburg Sewer Payables in the amount of \$2,698.78. Tom Demler 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. Kevin Helms seconded the motion. All voted in favor and the motion carried.

OFFICE MANAGER'S REPORT

Sprint/Nextel Decommission - Brief discussion on the Nextel decommissioning. Tony Fitzgibbons will be handling the matter from this stage on.

Online & ACH Billing Payments - We are working to get this finalized

Life Insurance & Short term Disability -USAble, Zinn's & PMAA were contacted and submitted quotes and were forwarded to the budget committee. PMAA will submit something by the end of week.

Monroe Valley- 2014 quarterly were billed

Fredericksburg- Twenty termination Notices were issued.

S. Fredericksburg, - Numerous letters were returned to us marked " No Such Number" we reissued to the other postal service that are involved to ensure that ever one gets notified.

2013 Audit - Greenawalt & Company will start the audit on March 18, 2014.

Shilling Proposal for Main & Small Pump Buildings - Kevin stated that this was the first time he seen the proposal from Mr. Shilling and that he was planning on contacting other contractors to provide quotes. Kevin had requested \$7000.00 in the current budget to handle

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - Operating staff moved the nonessential items from Route 22 sewer plant to the new plant.
New start date is for the 2nd week of April 7, 2014.

Fredericksburg Water - Allied moved the SCADA system down to the new plant. Sprint wireless network between the City of Lebanon interconnection & SCADA system this is no longer needed. Now that we have the new tower rearrange with the antennas we can now we get better angle to shoot past the school and hit the tower.

Miscellaneous - Ford Ranger repairs have been started. There are still repairs that need to be repaired.
Charlie was at State College and took a sewer prep class that should groom him for his sewer exam. He should be taken a sewer exam around the 28th of March. Nelson Dreese is suppose to start on April 7, 2014. He is being hired threw Temp Force.
The DMR's for Feb.

ENGINEER'S REPORT

General Administrative - Nothing new to address.

Fredericksburg Plant Expansion / South Fredericksburg - The startup date is April 7 .for the new WWTP has been delayed to accommodate Aaron Baar from DEP.

Mr. Baar is requiring two full sets of as-built drawings and 30 day advance notice for his final inspection prior to authorizing the plant to be placed in service. The inspection is scheduled for April 1, 2013.

Final walk through with the code enforcement officer to coordinate the issuance occupancy permit took place on March 10,2014.

Met-Ed Rebate regarding their ACT 129 Rebate program has been provided for your review. With everything added to the plant to save or reduce energy consumption, Met – Ed estimates we could receive a rebate of thousands of dollars and possible over \$10,000. SESI estimates that it would cost \$ 800 to \$1,000 for them to prepare the forms to receive a rebate. Tom Demler made a motion for SESI to submit the necessary application to receive a rebate from Met – Ed. Dale Bevans second and it was approved.

Contract 1 Joao & Bradley is scheduled to divert flows and rework the manhole at Rt 22 WWTP on Monday April 7th. This will coincide with Huber Screen being started up and certified. The last section of the low pressure sewer and associate laterals on South Pine Grove Street are to be installed by mid - April.

Contract 2,3, & 4 All three WWTP contracts have been determined to be substantially complete. Start up will occur after final inspection by DEP and PENNVEST on April 1st. On Monday, April 7th, Huber Screen shall be started up, We will divert the existing customer flows to the new plant at that time. The as - built will be completed hopefully tomorrow. The state needs two hard copies sets. The should be receiving them by Wednesday. The certificate of completion portion of the part 2 permit. . All change order must be approved and entered prior to the inspection.

Change Orders Change order 1-3 - Time Extension was presented for approval. Eight more weeks to be extended to provide more time for the Contractor to divert the existing customer flows, reworks the diversion manhole and perform fine grading and lawn restoration after the ground has dried up to provide access. No cost to the authority. Tom Demler made the motion to give the time extension and Ron Thompson second. The change order was approved.

Change order 2-13 from Lobar for sludge piping Insulation covers the cost to add insulation to the 3" ductile iron sludge transfer piping in the basins. This insulation, is related to the heat tracing proposed in CO 3-16 below, and will prevent the pipes from freezing as they did during the polar vortex events and

extreme cold temperatures this year. Cost of \$5014.33 Dale Bevans made a motion to approve the change order if necessary, which was seconded by Rick Rudy and approved by the board

Change Order 2-14 SRB Influent Pipe Air Gaps Cover the cost to lower the 10" DI SBR influent drop pipes and create air gaps in the influent line. The raw sewage influent piping does not allow the sewage to flow into the basins without becoming air locked and overflowing the influent screen enclosures. The addition of these air gaps will allow the piping to breathe and prevent spills at the headworks. Cost \$ 6374.60. Rejected and was to do the original way for \$20 thousand dollars or less. Jim Heisey made this motion and Dale Bevans second and approved by the board.

Change Order 2-15 Filter Room Vent Risers covers the cost to add vent risers to the 10" DI effluent pipes in the filter room. The piping downstream from the cloth media filters has exhibited irregular flow. It cycles between periods of steady flow and periods of getting air locked. This has the effect of distorting the flow readings on the effluent mag meter. It also crates air pockets in the UV Disinfections units which causes the casing temperatures to rise. After a minute or so the unit "burps" the bubble passes and the case temperature drops. The cycle the repeats itself. By adding these riser vents, the piping will drain properly, the mag meter will read effluent flows accurately and the UV disinfection units will remain cool, prolonging the life of the expensive UV lamps. Cost is \$10120.67 which is the SS saddle, 6" riser or \$10974.14 which is for the SS saddle, 8" riser, \$11693.06 For a DI Tee, 6"riser or \$12503.77 for the DI Tee 8" riser. The \$12,503.77 option was approved with the substitution of a 10" PVC riser, Jim Heisey made the motion and Ron Thompson seconded it and it was approved by the board.

Change Order 2-16 Defrost & Repair Sludge Transfer Piping covers the cost of defrost and repair the 3" DI sludge piping between the SRB basins and the digesters. The sludge transfer piping in the basins froze during the polar vortex events this winter, pushing the gaskets out of the flanges. The contractors acted quickly to defrost and thaw out the pipes to prevent damage to the piping itself. The extended periods of single digit temperatures required extensive time to be spent, along with various types of fuel for heating. This includes the costs to replace the gaskets at all the flanges. The sludge piping must be dismantled and the gaskets replaced at the cost of \$12518.74. The motion was made by Dale Bevans and second by Tom Demler and it was approved by the board.

Change order 2-17 for the SBR Influent Pipe Vent Holes covers the costs to drill two vent holes in each of the SBR Influent drop pipes. Drilling vent holes was the first attempt to vent the pipes to allow the piping to breathe and prevent spills at the headworks, at a cost of \$2,533.34. Tom Demler made a motion to approve the change order, but his motion died without a second, so it was not approved because the members did not want to pay for experimental fixes.

Change Order 3-16 from MBR for Sludge Transfer Pipe Heat Tracing covers the cost to add heat tracing to the 3" DI sludge transfer piping in the basins. This heat tracing, in addition to the insulation proposed in change order 2-13 will prevent the pipes from freezing as they did during the polar vortex and extreme cold temperatures this year. Cost of \$10,402.22. Dale Bevans made a motion and second by Rick Rudy and it was approved by the board.

Change order 4-4 Time extension – This change order will allow five more weeks to the contract in sync with general contractor and the electrical contractor at no charge to the authority. Tom Demler made the motion to give the time extension and Ron Thompson seconded it. It was approved by the board.

Fredericksburg WWTP - SESI received some comments from a board member and have made the requested changes to the Chapter 94 Municipal Wasteload Management Report for the Calendar Year 2013. SESI has prepared and is seeking approval at this time. The report is due at DEP by March 31. A motion was made by Rick Rudy and second by Tom Demler and it was unanimously approved.. All approved.

Monroe Valley WWTP - We received some comments from a board member and have made the requested changes to the Chapter 94 Municipal Wasteload Management Report for the Calendar Year 2013. We have prepared the final copies of the report and are seeking approval and board signature at this time. The report is due at DEP by March 31. Motion by Rick and second by Tom. All approved.

FSWA Water System - Assisting operations with a DEP permit application for Eaton Proline 100 bag filter. Anticipate having the application complete for submission this week. SESI will need a check for PA DEP not to exceed \$500.00. A motion to approve the issuance of a check in that amount was made by Jim Heisey and seconded by Dale Bevans and it was approved.

Water System Improvements / New 1MG Tank; Water Source - Mr. Conpitski submitted a written report for the new well to Steckbeck and Board member via email. Water quality looks good except for the manganese. Manganese is common in our rock. Mr. Conpitski thinks this will require some type of filtration, unless it goes down when we get a production well. That is very unlikely to happen. Rick thinks that it might go higher when it goes into production. The nitrates are excellent. Mr. Heisey thinks that the thing to do is to have alternating pools pump the water into the one pond and let it settle and then pump off the surface down. Whichever well we do we be like starting from scratch. Mr. Conpitski, Mr. Heisey, & Tom Demler will attend a meeting on March 27th @ 1:30 pm for a new water source & filtration plant.

Mr. Conpitski said that we could use green sand. Green sand sucks the manganese and iron to the sand particle then you back flush.

East Main Street Pump Station - DEP permit application has been submitted to DEP. This was approved at the last meeting. Jeff figured this in with the Farmer's Pride payment. We will be getting reimburse for this amount

Miscellaneous -.Cleaning up the final details of the DEP permit application for the new high flow water booster fire pump for the East water tank, along with a back - up power generator. We are awaiting information from vendors on the chlorination and SCADA portions of the project.

Stacy Longenecker of Light - Heigel to provide an update on the Kenbrook Bible Camp sewer connection.

Resubmission of the water plans for Dale Yingst / Palmyra Homes plans for Oak Ridge Estates from Matthew & Hockley. M&H performed an as - built survey of what has been installed to date and will await us to return a marked up review set for their final revisions. The drawings are presented to the Board for discussion this evening. On the east side of the system there is one FSWA hydrant. They are proposing to add another hydrant on our main. That will be two hydrant that covers the east side of the park. On the other side of the park there are two existing hydrants that cover that section which belongs to the park.

Perdue plant shut down: We are performing the work requested by the Authority Board. At the advice of the Solicitor, due to the nature of our work being related to " real estate acquisition" we defer reporting about it at the regular meeting and will provide our detailed report to the Board in an executive session.

SOLICITOR'S REPORT

2014 Rate Resolution signed copy, which ratifies and confirms the rates and charges for 2014, was approved at you March 3, 2014 meeting.

BC Natural Wells, need to know about well head protection area and timing.

Martin property, share with Randy the test results. Still evaluating options.

Verizon Lease, zoning hearing was scheduled for April 23 @ 7:00 pm. Jim & Tony will try to attend. Passed a resolution in support of the requested variants. Motion to send notification board that we encourage them to approve the Verizon wireless zoning change. Rick made the motion and Tom seconded Approved.

Kreiser Construction, received a signed and notarized Deed of Dedication from Krieser Construction dated March 6, 2014 It will be in escrow until I have confirmed that the streets in which the sewer facilities is located has been accepted for dedication by Swatara Township.

OLD BUSINESS None

NEW BUSINESS None

COMMITTEE REPORTS

Budget Committee - Working on all the stuff that the township dropped us on. Which is short term disability, accident dismemberment, and life insurance for the insurance.

Operations Committee - Nothing

Building Committee - Nothing

COMMENTS/COMPLAINTS - A discussion was made to have a walk through the new plant before the 2nd meeting in April. There will be a posting stating that the walk threw will take place and then they will come back to 113 E Main St. and conduct the meeting starting at 7:30 instead of 6:30.

Rick questioned if the Fire Co. can use the old garage up at the FSWA RT 22 property. The board stated that they can use the old garage as long we are not responsible for anything that could go wrong.

ADJOURNMENT

A motion to the adjourn the meeting was made by Rick and seconded by Dale All voted in favor and the meeting was adjourned at 9:30 PM.

Respectfully submitted,