

**FREDERICKSBURG SEWER & WATER AUTHORITY  
MEETING MINUTES  
August 18, 2014**

The meeting was called to order by Chairman Jim Heisey at 6:32 PM.

**ROLL CALL** Roll call was taken by Secretary Jon Kees. Jim Heisey, Ron Thompson, Kevin Helms and Tom Demler of the Board were present. Also in attendance were Tony Fitzgibbons, Jeff Steckbeck, Kevin Snader, Jon Kees.

**COMMENTS/COMPLAINTS - None**

**MEETING MINUTES** The meeting minutes from August 4, 2014 were accepted and adopted by the Board without revisions.

**TREASURER'S REPORT**

**Bills Payables** - The payables were presented to the Board for approval to be paid in the amounts of \$16,519.14 from the Water Fund, \$13,033.44 from the Sewer Fund and \$1,891.78 from the Monroe Valley Fund. Mr. Thompson made a motion to pay the bills as presented. Mr. Helms seconded the motion and the Board voted unanimously for the bills to be paid in the amounts presented.

**Financial Statement** – The financial statement was presented to the Board for approval. Mr. Helms made the motion to accept the financial statement as presented, pending an audit. Mr. Demler seconded the motion and the Board voted unanimously for the approval of the financial statement.

**OFFICE MANAGER'S REPORT** - Over 100 late notices were sent out to the Fredericksburg customers. The letters regarding tapping fee increases have been mailed and posted. Office has been running well.

**OPERATION MANAGER'S REPORT** - The flow meter at well #2 will be replaced due to storm and lightning strikes. Operations staff is working on keeping nutrient levels down. August 18, 2014 was Charlie Mengel's last day with the Authority. A employee from Tempforce has been working with the Operations Staff for the past few months. Mr. Snader asked the Board's permission to hire him on full time. Mr. Demler made the motion to hire Mr. Nelson Dreese as a full-time employee upon the completion of the time requirements on his contract with Tempforce. Mr. Thompson seconded the motion and the Board voted in favor for Mr. Dreese to be hired.

**ENGINEER'S REPORT** - Mr. Steckbeck presented to the Board the quotes for pricing to convert the infiltration basin into a water quality basin. At the last meeting, Steckbeck Engineering was given authorization to select a contractor for the task within the limit of \$22,580. Kresge Excavating submitted a quote of \$9,878 and was selected to do the work early next week. Authorization was

granted to submit the Geologists report for the Perdue wells and Little Swatara Creek withdrawal, pending revisions to the grammar in the report.

**SOLICITOR'S REPORT** - Mr. Fitzgibbons discussed the restrictive escrow being held by Fulton Bank for the Bethel Township for the new Sewer Treatment Plant improvements. It was determined by Mr. Jim Fisher, the Bethel Township Engineer, that the improvement requirements were met and he would recommend the release of the restrictive escrow money to the Bethel Township. The Township would have to submit a written letter stating that to Fulton Bank.

**OLD BUSINESS** - Mr. Steckbeck was requested to bring a revised EDU schedule to the next meeting. The "Open House" flyer was presented to the Board. The flyer will be posted in the office, as well as at the Township building and the Post Office. The Lebanon Daily News and local radio stations will be asked to provide publicity for the event.

**NEW BUSINESS** - None

**COMMITTEE REPORTS**

**Budget Committee** - A budget meeting will be scheduled in the coming weeks once all audits have been completed and a budget has been finalized.

**Operations Committee** - Operations will be getting quotes for a new truck for the Operations Employees.

**Building Committee** - None

**ADJOURNMENT** Mr. Demler made a motion to adjourn the meeting. Mr. Helms seconded the motion and the meeting was adjourned at 7:35 PM.

**Respectfully submitted,  
Jonathon Kees  
Secretary/Treasurer**