

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
July 21, 2014

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

ROLL CALL Roll call was taken by Secretary Jon Kees. Jim Heisey, Dale Bevans, Kevin Helms and Tom Demler were present from the Board. Tony Fitzgibbons, Kevin Snader and Jon Kees were also present when roll call was taken. Rick Rudy and Jeff Steckbeck arrived shortly after roll call was completed.

COMMENTS/COMPLAINTS

Raymond and Carol Anspach - The Anspachs presented their concerns to the Authority Board and Engineer regarding their gravity lateral being at a depth greater than what was expected. As of the meeting, they had no contractors who would bid on the installation because of the depth. The Board authorized Mr. Steckbeck to personally inspect the situation and to make a recommendation at the next board meeting. Mr. Steckbeck offered to pay any extra charge they incurred if the lateral was deeper than necessary. Mr. Ed Bickel accompanied the Anspachs to the meeting and offered to permit them to connect to his lateral and they could share a line because they are next door neighbors. Mr. Fitzgibbons stated this situation could be done upon approval from the Board, with an easement on the property. In such instance, the neighbors would have to share the costs and upkeep of the shared lines. Mr. Heisey advised Mr. Steckbeck to check into the issues and move this to the Old Business segment for the next meeting.

Kevin & Karen Kohr - Attorney Tom Scott addressed the Board for the Kohrs. The Kohrs have issues with storm water running into their garage. The Kohrs were informed that Bethel Township does not have a storm water drain near their residence. With no way for the storm water to drain from Elk Drive, it will run down their driveway into the garage. Mr. Kohr said that he had installed a drain at the bottom of the driveway; however, it was not large enough to drain all the water, so it entered their garage. Mr. Scott was adamant someone take responsibility and pay for the installation of whatever was necessary to ensure this issue doesn't happen every time a downpour occurs. The Board authorized Mr. Steckbeck to contact JOAO & Bradley and request they pay for blacktop to elevate the top of the driveway to eliminate the problem. The Board also recommended that the Kohrs remain in contact with the Township Supervisors, who are responsible for storm water issues, in resolving this matter.

MEETING MINUTES The meeting minutes from July 7, 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 \$42,413.18 from the Water Fund, \$18,424.01 from the

Sewer Fund and \$1,503.08 from the Monroe Valley Fund. Mr. Bevans made a motion to pay the bills as presented. Mr. Demler 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. Bevans made the motion to accept the financial statement as presented, pending an audit. Mr. Thompson seconded the motion and the Board voted unanimously for the approval of the financial statement.

OFFICE MANAGER'S REPORT

Cleaning Person - Mr. Kees presented information about a cleaning service, Joanne McGee, as well as an option to hire an employee on part-time. Mr. Demler made the motion to hire an employee at a rate of \$10 per hour. Mr. Rudy seconded the motion and the Board voted unanimously for an employee to be hired at a rate of \$10 per hour.

Electronic Bill Payment/Credit Card Payment - Mr. Kees presented preliminary information on varying forms of electronic payment. The Board recommended Mr. Kees continue to look into the situation and bring more information to the first meeting in August.

Verl's Salad EDU - A discussion was had on how to calculate EDUs at Verl's Salad, a small business in the expanded Fredericksburg Sewer area that consumes a large amount of water, but qualifies for only one EDU based on parameters set in the EDU Calculation resolution. Mr. Steckbeck will draft a new EDU section dealing with water intensive businesses to be presented to the Board at the next meeting for discussion and possible adoption.

Miller Property - Jason and Marie Miller called the office since the previous meeting to request a credit to their account due to running water that did not go down the drain into the sewer system. Since it would only apply to the next bill, the Board tabled the issue for it to be brought up during the next quarter billing cycle.

Kathy Shaver - A letter was written to the Authority with respect to bill payment. Mr. Fitzgibbons was charged with drafting a letter in response to Ms. Shaver.

Charles Steiner - Mr. Steiner stopped by the office to drop off a sample of some dirty water he had gotten from his house. He had recently replaced the water filter in his house and found the water to be unacceptably cloudy or dirty. Mr. Snader said that the only conceivable action was to inform the customer to drain the lines until the water clears up. Mr. Heisey noted that the only way to ensure that all of our water is clear of turbidity is to construct a filtration plant, which the authority cannot now afford.

Elson Hostetter - Mr. Hostetter wanted to make sure the Authority Board knew he was exempt from hooking up to the new sewer system in the South Fredericksburg area. A letter was presented to the Board and the Authority acknowledged the exemption.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - Normal Operations.

Monroe Valley Sewer – Normal Operations.

Fredericksburg Water - The roof on the water treatment plant and well #5 have been replaced. Also replaced were pieces of flashing, rotted plywood and repairs were made to well #2 skylight. Stoner Electric will provide a quote for surge protection. Filter housing Consent Order Agreements requirements are being fulfilled. The operations staff is attempting to have the well #5 meter repaired directly by Rosemount.

ENGINEER'S REPORT

The Change Order that DEP recommended be split up has been done. No price has changed in revising the one order into multiple change orders. Representatives met with DEP to discuss the new water source in the South Fredericksburg area.

SOLICITOR'S REPORT

Mr. Fitzgibbons is working with Mr. Steckbeck and Mr. Snader on reworking the Grease Traps rules to see where possible revisions can be made. Mr. Fitzgibbons advised the Board that he had reviewed the Consent Order and Agreement made with DEP and stated that in his opinion language in it referred to only the existing customers in the Fredericksburg area. Therefore, Mr. Fitzgibbons believes that the board has complied with the order in full and that DEP cannot enforce any provision that sets a date for the final connection of new customers. Verizon is working on installing the necessary equipment for cell service from the West Water Tank. Sprint is also working on removing their equipment. Sprint will be paying rental fees until November, or until all their equipment has been removed from the East Water Tank.

OLD BUSINESS - None

NEW BUSINESS - A motion was made by Mr. Thompson to raise the sewer tapping fee for the Fredericksburg Sewer District from \$4,100 to \$5,000 starting October 1, 2014. Mr. Demler seconded the motion and the Board voted for the raise of tapping fee starting October 1, 2014 to \$5,000. Mr. Heisey said he would work with Mr. Kees to develop an announcement for anyone who might be affected.

The Board went into Executive Session at 9:14 PM and returned to public forum at 10:15 with no action being taken.

COMMITTEE REPORTS

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

Operations Committee - None

Building Committee - September 20, 2014 was chosen as the date for the "Open House" for the new Sewer Plant to be held from 10 AM to 2 PM. The Building Committee will be looking into converting the Administrations Building to natural gas. It would include heat and water, as well as the stove in the apartment building. Quotes will be gathered.

ADJOURNMENT Mr. Rudy made a motion to adjourn the meeting. Mr. Thompson seconded the motion and the meeting was adjourned at 10:30 PM.

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