

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES June 16, 2014**

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

ROLL CALL Jon Kees took the roll call. Ron Thompson, Rick Rudy, James Heisey, Dale Bevans, Kevin Helms and Tom Demler were present for the Board. Also in attendance were Tony Fitzgibbons, Jon Kees, Jeff Steckbeck and Kevin Snader.

COMMENTS/COMPLAINTS - None

MEETING MINUTES Meeting Minutes for the June 2, 2014 meeting were presented to the Board. The Board adopted the minutes without changes.

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$16,300.68 from the Water Fund, \$13,813.78 from the Sewer Fund and \$1,346.59 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. Thompson made the motion to accept the financial statement as presented, pending an audit. Mr. Helms seconded the motion and the Board voted unanimously for the approval of the financial statement.

OFFICE MANAGER'S REPORT Mr. Thompson made a motion for Mr. Kees to be the Agent Applicant and Board Representative in the matter of the Monroe Valley Flood Mitigation so that the project could move along to its completion. Mr. Demler seconded the motion and the Board voted unanimously in favor. Mr. Kees was charged, with the assistance of Ms. Mary Coble, to complete the task. The PMAA conference required a representative to be voted for by the Board. Mr. Heisey, who was planning to attend the event, was nominated by a motion from Mr. Thompson to be the representative for the Authority. Mr. Bevans seconded the motion and the Board voted in favor.

OPERATION MANAGER'S REPORT

Fredericksburg Sewer - Normal operations. The grinder at the new plant has been removed. In the first six weeks of operation the influent screen has run eleven hours. Diffuser racks and rags were beginning to collect. The plant will go the next six weeks without the grinder to see if better capture can be obtained.

Fredericksburg Water - Normal operations. Verizon Wireless plans to start installing their antenna during the week of June 16, 2014. DEP Permit Meeting is scheduled for July 1st at 10 AM.

ENGINEER'S REPORT A third inspection is tentatively scheduled for June 17th with DEP and the Lebanon County Conservation District (LCCD) at the new plant. Approval was granted from the LCCD for the conversion of the infiltration basin into a water quality basin. The modification will require a change order to Contract 2. Mr. Paul Lutzkanin believes that the price should be around \$10,000. Mr. Steckbeck then presented to the Board numbers concerning the budgeted amount to complete the project. The budget was set at \$14,520,670 and with the estimated \$10,000 included, the final figure comes out to \$14,418,518. As of the meeting, 17 customers have not signed for the notice to connect letter. Mr. Jerry Kalinoski is now charged with hand delivering the letters to the residence.

The Board went into Executive Session at 6:57 PM. The regular meeting resumed at 8:00 PM with no action being taken from the Executive Session.

SOLICITOR'S REPORT Mr. Fitzgibbons presented the "Drug Free Workplace Policy" as a Resolution. The Resolution number was incorrect; however, the Resolution was accepted by the Board upon that change.

OLD BUSINESS - A motion was made by Mr. Rudy to accept \$250,000 in satisfaction of the total tapping fee to be charged to Farmer's Pride for the use of the Authority's water for their new "Heat and Eat" plant to be constructed in the area to the west of Esther's Diner.

NEW BUSINESS - The Board received the draft version of the Audits from Greenawalt and Company and worked on responses to the findings. Mr. Kees is tasked with sending the responses to Ms. Deb Kelly for the finalization of the audits.

COMMITTEE REPORTS

Budget Committee - None

Operations Committee - None

Building Committee - None

ADJOURNMENT Mr. Rudy made the motion to adjourn the meeting. Mr. Bevans seconded the motion and the motion was carried without dissent from the Board. The meeting ended at 8:36 PM.

**Respectfully submitted,
Jonathon Kees**