

**FREDERICKSBURG SEWER & WATER AUTHORITY  
MEETING MINUTES  
October 20, 2014**

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

**ROLL CALL** Roll call was taken by Secretary Jon Kees. Ron Thompson, Rick Rudy, Jim Heisey, Kevin Helms and Dale Bevans of the Board were present. Anthony Fitzgibbons, Kevin Snader and Jon Kees were also present. Board Member Tom Demler was not present, and Jeff Steckbeck arrived a little later.

**COMMENTS/COMPLAINTS**

**Zimmerman** - Ms. Zimmerman addressed the Board regarding her 107 and 109 Main Street Properties, which she was planning on selling. There are three living spaces in the building, each with their own meter for reading water usage. In accordance with the Fredericksburg Sewer and Water Authority Rules and Regulations, Mr. Fitzgibbons informed Ms. Zimmerman that the building would need to have one meter reading for the properties and one bill sent to her. Ms. Zimmerman is to determine how the bill is to be split. The Board agreed that Ms. Zimmerman could use the other two meters to help her determine how to break out the bill for the properties. Mr. Bevans made a motion to allow Mr. Fitzgibbons to work with the buyer's agent to make sure the property is up to code according to the Authority's Rules and Regulations. Mr. Fitzgibbons is also to inform the new property owner, or his agent, that if the property is ever subdivided in two parcels, then an additional sewer and water connection for the building with the 109 East Main Street Address would have to be installed. Mr. Rudy seconded the motion and the Board voted for the motion to be carried.

**Arnick** - Ms. Arnick addressed the Board with respect to her quarterly water bills. She questioned why the rates seemed to keep going up, as well as mentioning that she was doing everything in her power to lower her bill. The Board looked over the past bills for Ms. Arnick and believe there could be a possible leak at the residence. The Board asked Mr. Snader to get in contact with Ms. Arnick to investigate the situation.

**MEETING MINUTES** The meeting minutes from October 6, 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 \$23,839.60 from the Water Fund, \$7,702.93 from the Sewer Fund and \$2,589.90 from the Monroe Valley Fund. Mr. Bevans 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. Bevans made the motion to accept the financial statement as presented, pending an audit. Mr. Rudy seconded the motion and the Board voted unanimously for the approval of the financial statement.

**OFFICE MANAGER'S REPORT** - The office staff has had minor complaints about billing, specifically in the South Fredericksburg area. Customers called asking why they were billed even though they haven't connected to the system. Mr. Kees presented more information to the Board about electronic payments from Diversified; however, the Board felt it would be beneficial to gather more information and set up a date to sit down with a representative with Diversified to see how their programs work. It was decided to have this matter tabled until the second meeting in January.

**OPERATION MANAGER'S REPORT** - Ms. Moran at 6 Pine Avenue has been in contact with Mr. Snader about fixing the inflow and infiltration. Hydrant flushing and valve exercising were finished last week. One valve was accidentally left open and water was leaking out of a pipe on Center Street. Mr. Snader and his staff figured out the situation and are working with the Township to remedy the situation. At this time, Mr. Rudy moved to reconsider and withdraw the motion made from the last meeting for the Operation Staff to purchase a Chevy truck due to the specifications not all being comparably the same on the three quotes. The Board agreed and the motion from the previous meeting was rescinded. Mr. Snader presented the quotes again, this time with the appropriate Chevy truck quote. After a lengthy debate, and due to the \$1,500 price differential, Mr. Rudy made a motion to purchase the Ford truck. Mr. Bevans seconded the motion. The Board voted and the motion was carried. The operations staff is authorized to purchase the Ford truck.

**ENGINEER'S REPORT** - Mr. Steckbeck has a meeting scheduled with the DEP tomorrow at the site regarding the latest Notice of Violation. Mr. Steckbeck has asked permission to close out contracts 2, 3 and 4 and pay the retainage fee, which is a total of \$75,813.85. Mr. Bevans made the motion to allow Steckbeck Engineering to close out the contracts. Mr. Rudy seconded the motion and the Board voted unanimously for the motion to be carried. Mr. Jerry Wolfe was in contact with the Authority office regarding his lateral. At this point in time, the lateral is not at the proper position in his yard for gravity to work. There seems to be confusion as to why that happened. Mr. Steckbeck will look into the matter personally. Mr. Steckbeck mentioned that the Authority did have extra Grinder Pumps, which can be offered to Mr. Wolfe for his use on his property.

**SOLICITOR'S REPORT** - Mr. Fitzgibbons has been working with Bell and Evans on the loan reimbursement for their portion of the new plant and interceptor. Mr. Fitzgibbons also brought up the matter of the shared lateral from a few months back with the Anspach and Bickel residence in South Fredericksburg. The customers believed the Authority was to cover the costs of Mr. Fitzgibbons putting

together the easement and refused to pay for the fees. The easement isn't signed, and the Authority will not pay for the fees. Mr. Fitzgibbons was informed to tell the customers that they can pay the fees and have the easement, or not pay the fees and they will have to connect to the lateral independently of each other.

**OLD BUSINESS** - None

**NEW BUSINESS** - None

**COMMITTEE REPORTS**

**Budget Committee** - Budget meetings will be held at least once a week going forward. Expenses have been figured out, and progress is being made on the budget for 2015.

**Operations Committee** - None

**Building Committee** - None

**COMMENTS/COMPLAINTS** - Mr. Steckbeck asked Mr. Heisey in what year he was born. Mr. Heisey responded that if this were 1940, he would now be about 12 hours old, today being his 74th birthday. Mr. Steckbeck, as well as several other attendees, wished Mr. Heisey a "Happy Birthday."

**ADJOURNMENT** Mr. Rudy made a motion to adjourn the meeting. Mr. Thompson seconded the motion and the meeting was adjourned at 8:15 PM.

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