

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
December 21, 2015

Chairman Jim Heisey called the meeting to order at 6:30 PM.

ROLL CALL Roll call was taken by Secretary Jon Kees. Jim Heisey, Kevin Helms, Tom Demler, Bev Martel, and Rick Rudy of the Board were present. Jeff Steckbeck, Tony Fitzgibbons, Jon Kees, Kevin Snader and Board Member Dale Bevans were not present.

COMMENTS/COMPLAINTS - None

MEETING MINUTES The meeting minutes from December 7th, 2015 were presented. With one correction stated by Mr. Rudy, the minutes were 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 \$42,127.6 from the Sewer Fund and \$19,958.89 from the Water Fund. Mr. Demler made a motion to pay the bills as presented. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

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

OFFICE MANAGER'S REPORT – Mr. Kees informed the Board that the quarterly billings were mailed out to the residential customers in Monroe Valley and South Fredericksburg. The Office Staff has received a minimal amount of questions about the billing for South Fredericksburg. Mr. Kees presented to the Board a letter written by Mr. and Mrs. Anspach asking for a reimbursement to them for having to reopen their trench to connect to the sewer man. Mrs. Martel requested to be brought up to speed on the situation, and Mr. Steckbeck informed Mrs. Martel of the situation. Mr. Heisey requested Mr. Kees to write a letter to the Ansbach's stating that the Board, after discussion, will deny their request for a reimbursement, and that if they wish to appeal the decision they should schedule a time to come to the meeting and address the Board.

Mr. Kees informed the Board that since the prior meeting, the Letter of Credit held for Farmer's Pride on the water side had been reduced, with the approval of the Solicitor and Chairman of the Board. The Letter of Credit is for the water side, and was reduced from \$128,000 to \$87,000, reflective of the payments that have been made in 2015.

OPERATION MANAGER'S REPORT - With Mr. Snader not present, no official report was submitted.

ENGINEER'S REPORT – Progress is being made in finalizing every aspect of the South Fredericksburg project. The final Engineering Change Order was submitted, and funds should be released within the next few weeks. To date, most of the connections in the South Fredericksburg Areas have been made. SESI continues to work on the permit applications for the Authority as they come up. The SRBC docket for the Lebanon Interconnect is pending with everything appearing to be good so far.

With the expanded Keystone WWTP location being in the Little Swatara Creek, the discharge would affect sampling protocol for the Authority. Due to that, the sampling will wait until Bell & Evans identifies its precise location for the new plant. Comments have been received for the Bell & Evans SRBC consumptive use permit application for their use of approximately 120,000 gallon per day for public water use.

SOLICITOR'S REPORT – Mr. Fitzgibbons and Mr. Kees will follow up with Hain Celestial about acquiring a letter of credit for the unpaid balance of the sewer tapping fee. Per the agreement, they are required to provide one for the remaining balance. Mr. Fitzgibbons continues to work on the customers that have been a challenge to connect to the sewer system.

OLD BUSINESS – None

NEW BUSINESS – The Board discussed a quotation for appraisal for Industrial Appraisal. An appraisal is needed to help keep insurance costs up to date. The quotation for the appraisal is \$5,360. Upon inspection, Mr. Rudy made mention that the buildings on Route 22 were not included in the addendum. Mr. Snader and Mr. Kees will come together to include the old sewage treatment plant with liability for the property, and insurance for the garage and other building structure. With that addition, Mrs. Martel made a motion to approve the contract with additions on the list of buildings. Mr. Demler seconded the motion, and if the quotation will go up significantly, Mr. Kees will bring the matter back to the Board.

COMMITTEE REPORTS

Budget Committee – None

Operations Committee – None

Building Committee – None

ADJOURNMENT Mr. Rudy made a motion to adjourn the meeting. Mr. Demler seconded the motion and the meeting was adjourned at 6:55 PM.

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