

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
July 20, 2015

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

ROLL CALL Roll call was taken by Secretary Jon Kees. Ron Thompson, Jim Heisey, Tom Demler, Kevin Helms, Dale Bevans and Rick Rudy of the Board were present. Paul Lutzkanin, Tony Fitzgibbons, Jon Kees and Kevin Snader were also present.

COMMENTS/COMPLAINTS

Anspach – Mr. and Mrs. Anspach approached the Board to question the connection of their property to the sewer system, as well as to find out more information about the other properties on Greble Road that were having work done to fix their lateral depths. Mr. Lutzkanin explained that the two properties that had an issue were being corrected to match the Anspachs situation. Mr. Heisey questioned whether or not digging up a third lateral to lower it would be applicable. Mr. Lutzkanin explained how the lateral went out on the straight thus creating a different situation with the properties. The Board recommended Mr. Lutzkanin to get in contact with Mr. Steckbeck, and if there is a variance greater than 18" to 24" that they find a solution for the Anspach's connection.

Lloyd – Mr. and Mrs. Lloyd addressed the Board about their properties on 112 and 114 Lakeside Drive. They are being billed for both properties even though the one is unavailable to be built on. The Board informed the Lloyds that the previous owner requested laterals to be placed at certain areas, to which the Board informed him that tapping fees and quarterly billings will be charged based on those locations. Mr. Fitzgibbons explained that the owners could combine all the deeds for the properties into one, thus creating a single EDU. Mr. Heisey requested Mr. Kees to make sure that the Lloyd's were only billed for the debt service for 112 Lakeside Drive, but full payment on 114 Lakeside Drive. Mr. Kees will make sure the past bill sent in June is prorated to represent the debt service payment, and a credit will be given to that account.

MEETING MINUTES The meeting minutes from July 6th were presented, 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 \$21,552.85 from the Sewer Fund and \$27,691.89 from the Water Fund. Mr. Bevans made a motion to pay the bills as presented. Mr. Thompson 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. Demler made a motion to accept the financial statement, pending

audit. Mr. Bevans 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 of a situation with Mr. and Mrs. Pennington. The Pennington's want to connect, but they cannot afford to pay for the permit or connection. Mr. Fitzgibbons presented to the Board the financial situation the Pennington's are currently in, and it does not appear to be beneficial for the Authority to work with them. Mr. Fitzgibbons believes the best option is for them to sell the home and move somewhere with less care and no taxes to be paid. Mr. Kees informed the Board that Weaver Trucking contacted the office about their bill because Ms. Gamble charged them for their connection permit fee. The office staff was working with Mr. Fitzgibbons on this situation to explain that they paid \$2,500 for an escrow account to which the Authority will use to pay for the Solicitor and the Engineer. Mr. Kees informed the Board that water was shut off for 17 Village Drive. A couple of customers will be declaring bankruptcy, and will have a Sheriff Sale for their properties in the coming months. Wilmer Weaver had a substantial leak at his property at 137 North Center Street. Ms. Gamble has given him a sewer credit, with the permission of Mr. Heisey, of a little over \$3,000.

OPERATION MANAGER'S REPORT – Mr. Snader informed the Board that the Monroe Valley Plant is running on a single basin. Repair parts have been ordered from Aqua Aerobic. Mr. Snader informed the Board that he replaced a pump at the East Main Street Pump Station. Mr. Snader will be looking to have approval for purchase of suction line hoses for the sludge truck totaling \$1,270. Mr. Snader will also need approval for a battery backup for the Monroe Valley Samplers in the amount of \$644.25. Mr. Bevans made a motion to authorize Mr. Snader to purchase the hoses and the battery backup at the prices given. Mr. Thompson seconded the motion, and informed Mr. Kees to place them under the Operations Supplies budget line items. The Board voted unanimously to authorize Mr. Snader to make the purchases. Water service lines were replaced at the property on 107 East main Street and 143 North Mechanic Street. The majority of the new water meters for 2015 have been installed. The operations staff has recycled the old meters, and a check was submitted to the office staff.

ENGINEER'S REPORT – Due to the recent rain events, JOAO & Bradley have been delayed in the slope restoration project. JOAO & Bradley has about two weeks worth of work to complete the restoration work at West Greble Road. Mr. Thompson once again made mention that estimates have not been provided for the Board for the work on the slope restoration. The Board requests that prices be submitted to the Board so they can examine everything before approval of payment. Hain Celestial is continuing to make progress on the purchase of the BC Plant, and SESI is continuing to assist. In doing so, SESI is continuing to prepare a budgetary estimate for the addition of the third SBR basin, upgrade of the pumps at the East Main Street Pump Station and the submission of a Sewer Planning Module to assist in the decision making process.

Mr. Lutzkanin informed the Board that Geologist Conapitski and the well driller have identified the spot for a new well. A map was provided so Mr. Fitzgibbons could inform Mr. Martin of a pending test well drilling. Mr. Conapitski has also found two more possible sites for a well along Dead End Road, as well as on Shirksville Road. These options are only in preliminary stages and should not be considered viable options just yet. Shop drawings for all the materials for the replacement force main have been reviewed and approved for the East Main Street Pump Station.

SOLICITOR'S REPORT – Mr. Fitzgibbons informed the Board of the first appraisal that has been received for a new water source location. The second one will be in by the next meeting. Mr. Fitzgibbons presented to the Board the draft agreement for water for Hain Celestial, which largely tracks the agreement the Authority has with Bell & Evans. Mr. Fitzgibbons will work on the Sewer Agreement and have that ready for the next Board Meeting.

OLD BUSINESS – Mr. Rudy suggested to send the information about the customers that have not connected to the sewer system to the Bethel Township Supervisors. Mr. Fitzgibbons will make sure the Supervisors are informed of the matter at the instruction of the Board of Directors.

NEW BUSINESS – Mr. Bevans nominated Mr. Heisey the voting delegate at the PMAA Conference. Mr. Helms seconded the motion, and the Board voted unanimously for the motion to be carried.

COMMITTEE REPORTS

Budget Committee – The Budget Committee will reconvene before the next meeting so they can provide a full report.

Operations Committee – None

Building Committee – None

ADJOURNMENT Mr. Rudy made a motion to adjourn the meeting. Mr. Helms seconded the motion and the meeting was adjourned at 8:45 PM.

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