

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
August 1, 2016**

The FSWA Board went on a site visit of the South Fredericksburg Sewer Facilities at 6 PM. The public meeting began at 7:20 PM.

Chairman Jim Heisey called the meeting to order at 7:20 PM.

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

COMMENTS/COMPLAINTS - None

MEETING MINUTES The meeting minutes from July 18, 2016 were presented. With no corrections or additions, the minutes were adopted by the Board.

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$101,956.80 from the Sewer Fund and \$14,755.75 from the Water Fund. Mr. Bevans made a motion to pay the bills as presented. Mr. Helms 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 that with the payroll audit from Cincinnati Insurance completed the files for 2015 can be boxed and put into storage. Mr. Kees informed the Board that he contacted Bethel Township regarding the two issues brought up from the last meeting. The Township Engineer will contact Light Heigel regarding the Occupancy Permit for the US Realty warehouse building, and request one be sent to the Authority. The second matter was regarding Deb Corle and whether or not she was in compliance with the Township regarding the pumping of her septic system. The Township Engineer informed Mr. Kees that her property was up to code, having had the septic pumped and the applicable documents submitted to the Township. The Authority now has responsibility to compel connection to the public sewer system. Mrs. Martel made a motion to authorize Mr. Fitzgibbons to proceed with the late connection process, including a 30 day letter stating the legal processes. Mr. Bevans seconded the motion, and the Board voted in favor for the motion to be carried.

OPERATION MANAGER'S REPORT - Mr. Snader informed the Board that progress is being made for the Operations Department. Mr. Snader is awaiting the quote from Low V regarding the additional security measures for the Authority. Mr. Snader had a meeting with the sales rep earlier today to discuss more details over the need for the security measures. Mrs. Martel inquired to the progress on the grease traps, to which Mr. Snader informed the Board that Mr. Brandon Nye was continuing to work on that. Mr. Nye had been observing Esther's since their water was too hot to pull grease. The Board request that Mr. Snader gather quotes to repaint the sludge truck to give it a more visually pleasing look. Mr. Bevans congratulated Mr. Snader on the tour of the South Fredericksburg Sewer Facility.

ENGINEER'S REPORT – Mr. Lutzkanin informed the Board that he came out to instruct Mr. Kees on how to place the Meeting Minutes on the website. Since the last meeting, SESI was made aware of an alternative solution to the centrifuge. The new solution could save capital and operational expenses in a number of different ways. Mr. Lutzkanin requests a motion to delay the submission of the application, and rescind the two \$500 checks issued for the application to give more time to examine this new solution. Mr. Rudy made that motion, with Mr. Helms seconding. The Board voted in favor of the motion.

The final DEP inspection was performed for the East Tower Booster Pump Project, with the final Operations Permit being issued on the spot. Preliminary design work of the new water filter plant site and piping is underway. The Bell & Evans Hatchery project is underway. Mr. Lutzkanin and Mr. Snader installed a hydrant flow test meter on July 21st to the US Realty warehouse building. The hydrant next to US Realty warehouse pump house had a static pressure of 53 psi. The hydrant at the top of the hill on the East end of Mill Street was able to flow 825 GPM. The pressure at the pump house hydrant dropped to 48 psi, and this test was conducted with the CoLA interconnection open and the Legion Valves pit closed.

SOLICITOR'S REPORT – Mr. Fitzgibbons informed the Board that it would be wise to begin looking for financing options for the new water source on the Martin farm as the end of the year is fast approaching. Mr. Fitzgibbons hand delivered a letter to Bethel Township, as well as a corresponding chart printed on full-sized engineering paper, requesting the changes to the Mandatory Connection Ordinance. Mr. Fitzgibbons will advise the Board of the Township's response. Mr. Fitzgibbons expects to receive the signed water and sewer development agreements for the new Bell & Evans hatchery.

Mr. Fitzgibbons informed the Board that Mr. Richard is finalizing an agreement with the Township, which would resolve certain issues related to the Township's land development ordinance. Mr. Richard's attorney contacted Mr. Fitzgibbons and asked to wait to have Mr. Richard come to her office to sign the agreement with the Authority until a final agreement has been reached with the Township.

Mr. Fitzgibbons will continue to proceed with the legal options regarding Richard Schell and Deb Corle.

Mrs. Martel inquired to the status of the Mr. Caporelleti and the Monroe Valley Golf Course. The Monroe Valley Golf Course closed recently, and depending on the direction Mr. Caporelleti proceeds it could have an adverse affect on the Authority budget. Mr. Fitzgibbons will reach out to Mr. Caporelleti to see what he plans to do on the matter.

OLD BUSINESS – None

NEW BUSINESS – None

COMMITTEE REPORTS

Budget Committee – The Budget Committee will meet on Wednesday, August 3rd, to go over the first half of the year's budget versus actual information.

Building Committee – None

Operations Committee – None

ADJOURNMENT

Mr. Rudy made a motion to adjourn the meeting. Mr. Demler seconded the motion, and the Board voted in favor for the motion to be carried. The meeting was adjourned at 7:53 PM.

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