

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
February 1, 2016

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. Paul Lutzkanin, Tony Fitzgibbons, and Jon Kees were also present. Board Member Dale Bevans, and Kevin Snader were not present at the meeting.

COMMENTS/COMPLAINTS

Raymond and Carol Anspach - Mr. Heisey informed Mr. and Mrs. Anspach that the Board made their decision at the last meeting to deny their appeal. If the Anspachs continue to appeal the decision from the Board, they should address the Court of Common Pleas, or address the matter with their contractor who was incorrect in his assessment.

At this time, the Board discussed a request to waive a late fee accrued for the account for William Blohm. The Office Staff received a letter stating that Mr. Blohm was in the hospital for a time during the last billing and was unable to pay the bill. The bill was paid later, but a late fee had been assessed. Due to Mr. Blohm keeping his account in positive standing for the past three years, Mrs. Martel made a motion to waive the late fee, with Mr. Rudy seconding the motion. The Board voted unanimously for the late fee to be waived. The Office Staff will waive the late fee.

MEETING MINUTES The meeting minutes from January 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 \$105,203.08 from the Sewer Fund and \$7,930.44 from the Water Fund. Mr. Helms made a motion to pay the bills as presented. Mr. Demler 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. Heisey inquired to when the rest of the money from the Pennvest fund would be received. Mr. Lutzkanin explained that he is working with Pennvest to get as much money as possible from the allotted funds, which could take about another month or two. Mr. Rudy made a motion to accept the financial statement, pending audit. Mr. Helms 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 full payment was received from Full Circle Mountain, with a new invoice to be sent out by the

end of the week. Mr. Kees informed the Board that the preliminary audit and taxes are finalized. The full audit will be scheduled for a later date in March. The Office Staff will be sending out appointment cards to schedule a time for the Operations Staff to replace old water meters with new water meters.

OPERATION MANAGER'S REPORT - With Mr. Snader not present, the Operations Report was submitted as written. Mr. Heisey wanted to state for the record that he commends the work of the Authority Operations Staff, as well as the Township, for clearing out the snow accumulated in the square on Main Street and Center Street.

ENGINEER'S REPORT – SESI is continuing to review the budget and projects for Pennvest. Permit renewals are continuing to be made for NPDES for the Monroe Valley and the Little Swatara Creek treatment plants. The booster pump project is currently in service with an interim DEP Operations Permit. The chlorine gas system is being tested, and a few punch list items remain. Once the chlorine system is complete and tested a final DEP inspection visit will be scheduled. Once the visit is completed and everything passes testing, a full Operations Permit will be granted. SESI is working to expedite the second test well site performance with the geologist.

SOLICITOR'S REPORT – Mr. Fitzgibbons presented the Revised Rate Resolution 2016-02. Following the last meeting, Mr. Fitzgibbons received input from the Chairman and Engineer that the water tapping fees listed on Attachment 2 were inaccurate. The Revised Rate Resolution clarifies the water tapping fees, and removes Attachment 2 since it is no longer needed. Mr. Rudy made a motion to approve the Revised Rate Resolution 2016-02 as presented. Mr. Helms seconded the motion, and the Board voted in favor to accept the Revised Rate Resolution 2016-02. Mr. Fitzgibbons informed the Board that he assisted Mr. Kees in closing out the Letter of Credit held for the Schadler/Bauer EDUs.

Mrs. Martel inquired to a point in Mr. Fitzgibbons report addressing the customers not yet connected in the South Fredericksburg Sewer Area. Mr. Fitzgibbons explained that for the Longenecker property, the Authority has a judgement against the owners, and connection to the system could be made at the owners' expense. Another situation exists with Deb Corle. The line has been installed, and has been inspected, but is not connected to the house due to a dispute Ms. Corle had with her contractor.

OLD BUSINESS – None

NEW BUSINESS – Mr. Heisey informed the Board that with SESI doing the plan for the new Farmer's Pride hatchery it would be beneficial for a second engineer to review the plans that have been submitted before the Authority approves. The Board agrees it would be beneficial for the Authority. Mr. Demler made a motion

to submit the plans to a second Engineer to review the plans for the Authority before the Authority approves the plans. Mr. Rudy seconded the motion, and the Board voted unanimously for the motion to be carried.

COMMITTEE REPORTS

Budget Committee – None

Operations Committee – Mr. Snader rejoined the meeting at 7:04 PM. Mr. Demler presented to the Board the 5 Year Capital Plan. For the water plan, Mr. Heisey questioned whether or not preliminary steps have been taken for the new water sources. Mr. Fitzgibbons informed the Board that the Negotiation Committee was re-affirmed, and was to work with the chicken processing plants in the area on joining together in the search for water. Mr. Heisey will work with Mr. Jeff Steckbeck on the negotiating processes with the chicken processor plants. The new water sources are all pending on the test well site drilling, and what comes from that process.

Moving on to the sewer side, the old waste water treatment plant needs to be discussed further within the committee. The purchase of a trailer mounted centrifuge is an item being pursued for 2016. The Lickdale Road Pump Station and Force Main upgrades should be pursued at the same time to ensure a quality system. The Operations Committee will work on finalizing the financial numbers, and will re-present the 5 Year Plan for Board approval.

Building Committee – None

ADJOURNMENT Mr. Rudy made a motion to adjourn the meeting. Mr. Demler seconded the motion and the meeting was adjourned at 7:30 PM.

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