

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**June 20, 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, Tom Demler, Dale Bevans, Kevin Helms and Rick Rudy of the Board were present. Jeff Steckbeck, Tony Fitzgibbons, Kevin Snader and Jon Kees were also present. Bev Martel informed the Board at the last meeting should would not be present for this meeting due to prior commitments.

**COMMENTS/COMPLAINTS** - None

**MEETING MINUTES** The meeting minutes from June 6, 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 \$22,058.66 from the Sewer Fund and \$15,767.20 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. Bevans made a motion to accept the financial statement, pending audit. Mr. Rudy 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 have successfully been mailed to South Fredericksburg and Monroe Valley. Twenty accounts in the Fredericksburg Service Area were given shut off notices due to lack of payment on their outstanding balances. The 2015 Financial Statement was advertised on June 10th in the Lebanon Daily News. Mr. Kees informed the Board that the check was received for the Pennington house connection.

Mr. Kees informed the Board that Steven Stifler was requesting a possible account credit. He will be pressure washing his house and has estimated approximately 450 gallons would be used. The Board discussed the viability of waiving the bill due to the small amount of gallonage estimated to be used. The Board told Mr. Kees to inform the customer that the Board will not adjust a billing unless due to it being under \$50 that could be gained in credit.

**OPERATION MANAGER'S REPORT** - Mr. Snader informed the Board that he met with a representative at Hoffer Paving regarding the 15 areas of concern along Greble Road that Bethel Township requested repairs. A quote will be pre-

pared by the end of the week. Mr. Snader informed the Board that the air valve #1 at the Monroe Valley plant failed working, with the #2 valve intermittently causing problems. Aqua Aerobic Systems will be supplying after market valves since the current style is obsolete. Envier is getting prices together to replace the verbatim dialers with Omnisite. Mr. Snader will include this purchase in his 2017 budget request.

Mr. Snader informed the Board that a new power supply has been installed for the SCADA panel. A spare has also been ordered. The connection at 509 Shirksville Road for sewer was completed by Walter's Environmental Services. Mr. Snader informed the Board that he met with a representative from Low V, a security agency regarding surveillance systems. Floorplans will be needed for fire alarm design to meet NFPA standards. Mr. Snader informed the Board that Steckbeck Engineering would have the information for the plants, but we would need to get the information for the office building somewhere else. Mr. Steckbeck informed Mr. Snader that the court house could have the floor plans for the office building. Mr. Fitzgibbons will work on gathering that information for Mr. Snader. Quotes will be gathered within the coming weeks for the security systems.

Mr. Bevans inquired as to what the plan was for the check received for 509 Shirksville Road. Mr. Fitzgibbons recommends to pay the vendor for making the connection, and then apply any remaining on to the current usage charge. If anything remains after that, it should be used to pay for the tapping fee. This matter does not need to be resolved until the bill from Walter's is received.

**ENGINEER'S REPORT** – Mr. Steckbeck informed the Board that the Chapter 94 reports for the Monroe Valley and South Fredericksburg Sewer Plants had been approved. The NPDES Permit Renewals for both plants have not had any comments since the submittal. Preliminary design of the new water filter plant site and piping is underway. The Geologist and Well Driller completed construction of the test well #2 on the Martin Farm. The results were included with the Engineering Report.

The Bell & Evans hatchery Land Development Plan was approved by the Township Supervisors at the June 9th meeting. Mr. Steckbeck requests the Board to decide if they would like SESI to assign an inspector to observe construction of the on-site water and sewer services, and to verify the pressure testing and disinfection, or if they would allow SESI to do that work. An answer wouldn't be needed until their process completes, which is roughly six weeks away. Mr. Fitzgibbons stated it would be easier to have the same organization do the inspection that did the design work. After discussion, Mr. Bevans made a motion to approve SESI to assist with inspection and construction of the water and sewer services at the new Bell & Evans Hatchery. Mr. Demler seconded the motion, and the Board voted in favor of the motion.

**SOLICITOR'S REPORT** – Mr. Fitzgibbons will work to circulate the letter to the Township regarding the connection ordinance within the coming days. Mr. Fitz-

gibbons attached the developer's agreement that was approved at the last meeting that relates to sewer service at the new Bell & Evans hatchery. Mr. Fitzgibbons also attached a draft developer's agreement that relates to water services at the facility. Mr. Heisey noted a questionable passage in the agreement, and Mr. Fitzgibbons agrees that the noted passage must be removed. Mr. Demler made a motion to approve the agreement with the amended passage. Mr. Bevans seconded the motion, and the Board voted in favor of the motion. Mr. Fitzgibbons will forward the information to Bell & Evans.

Mr. Fitzgibbons included a draft agreement regarding the connections at the Speedway Mart. Mr. Fitzgibbons went through each and every paragraph individually for the Board. After Mr. Fitzgibbons finished going over the entire draft letter, Mr. Heisey stated that he had no issues with the letter. The rest of the Board shared the same opinion. Mr. Bevans made a motion to approve the agreement between the FSWA and Dale Richards. Mr. Helms seconded the motion, and the Board voted in favor of the motion. If Mr. Richards has any amendments, it will have to be brought back to the Board. Mr. Fitzgibbons will circulate a letter addressed to Richard Schell regarding his mandatory connection to the system.

#### **OLD BUSINESS** – None

**NEW BUSINESS** – Mr. Heisey informed the Board that the PMAA mailed a nomination sheet to recognize Board Member's years of service. After a brief discussion, the Board will not have a nomination to return. Mr. Snader informed the Board that there is a mower that has not been used by the Authority in some time. Mr. Brandon Nye has requested the ability to purchase the mower. Mr. Heisey stated that if the Board were to sell the equipment, the Authority would have to advertise it for sale and allow people to bid on the item. The Board recommends that Mr. Snader find out the value of a new mower of similar type to better gauge the mowers current value.

Mr. Snader inquired to the Board as to the possibility to no longer use Suburban Testing for Industrial Sampling. Mr. Steckbeck informed Mr. Snader and the Board that a number of years ago there were issues, and that these samplings were done to safe guard the Authority. Mr. Heisey stated that it was a double checking process that was used to ensure rules were being followed properly. The Board doesn't have a problem with the sampling being discontinued.

#### **COMMITTEE REPORTS**

**Budget Committee** – The Budget Committee will look into the feasibility of purchasing additional security measures for the Authority buildings. The Budget Committee will meet sometime in the month of July.

**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 7:47 PM.

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