

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 21, 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, Dale Bevans and Rick Rudy of the Board were present. Jeff Steckbeck, Tony Fitzgibbons, Kevin Snader and Jon Kees were also present.

COMMENTS/COMPLAINTS - None

MEETING MINUTES The meeting minutes from March 7, 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 \$25,286.01 from the Sewer Fund and \$55,083.76 from the Water Fund. Mr. Bevans 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. Mrs. Martel 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 the financial audit will continue on Tuesday and run through the rest of the week as necessary. Mr. Heisey is scheduled to meet with the auditors on Wednesday in the morning. The Office Staff will place a Rapid Response call for the hydrant flushing, which will happen on Saturday March 26th. Mr. Kees informed the Board of a situation with a customer at 4 Locust Avenue. The customer informed the Office Staff that 3500 gallons of water leaked out from a broken furnace. Mr. Kees also informed the Board that the Fredericksburg customers will be billed and read in April, and it might be best to wait to make a decision on what to do until later. The Board agreed to table the matter until the billing period for the Fredericksburg customers is completed for a better understanding of how much water leaked in the house.

At this time, Mr. Kees was seeking direction on how to best utilize the final Pay Request funds from Pennvest. Mr. Kees informed the Board that the temporary financing the Authority secured with Fulton Bank matures on June 15, 2016, and has a remaining balance of \$549,554.34. Mr. Heisey made a motion to use the funds available in the Pennvest fund, with any necessary funds needed to pay for the loan be used from the sewer account, to eliminate the debt associated with

the new plant. Mr. Bevans seconded the motion, and the Board voted unanimously for the loan to be paid off completely.

OPERATION MANAGER'S REPORT - The Operations Staff has identified six manholes that need to be repaired. Materials will cost less than \$3,000, including all necessary permits. The Board inquired as to if these manholes were located on heavily traveled roadways. Mr. Snader said a few of the manholes were located on Township and State roads. The Board recommended Mr. Snader consider acquiring a traffic direction service for the work. The Operations Staff has completed the sampling for the Freebird West Plant with the results showing nothing abnormal. Hydrant flushing is scheduled for March 26th early in the morning. Mr. Snader has been working on obtaining quotes for the driveway for the new well locations by the South Fredericksburg Plant.

ENGINEER'S REPORT – Mr. Steckbeck informed the Board that Chapter 94 Reports are available for approval from the Board. Mr. Demler made a motion to approve both Chapter 94 Reports. Mr. Bevans seconded the motion. The Board voted favorably for the motion to be carried. Mr. Steckbeck also informed the Board the NPDES Permit Applications and fee of \$500 per application for the Monroe Valley and Little Swatara Creek Plants are available for approval. Mrs. Martel made a motion to approve the applications and payments. Mr. Rudy seconded the motion, and the Board voted unanimously for the motion to be carried.

Mr. Steckbeck informed the Board that the tower and booster pump at the East Tower Booster Pump Project are in service under an interim DEP Operations Permit. The SRBC docket renewal for the City of Lebanon Interconnect is still pending. An Erosion and Sediment Control Plan is being prepared for construction of the driveway from the Little Swatara Creek plant to the potential well sites. The Hain Freebird West planning module has been approved by the Bethel Township Supervisors on March 10th, and was delivered to DEP. The completeness verification has been completed by DEP, and Hain has cut a check for \$6,250 for the review fee. The Bell & Evans hatchery Land Development Plan is under review. At a previous meeting, the Board authorized Bolt Engineering to conduct a second review of SESI plans. Mr. Kees will inform Bolt Engineering this week, and Mr. Steckbeck will hand deliver the plans for review.

SOLICITOR'S REPORT – At 7:08 the Board went into Executive Session. At 7:34, the Board resumed regular session with no action taken. Mr. Bevans questioned Mr. Fitzgibbons about the building belonging to Dale Richard along route 22. Mr. Fitzgibbons is in the process of scheduling a meeting between the participating parties to discuss a beneficial conclusion to the matter.

OLD BUSINESS – None

NEW BUSINESS – Mr. Bevans questioned Mr. Snader if he was prepared for the landscaping needs for the spring. Mr. Snader informed the Board that he was

considering requesting to hire a part time employee for the summer months with the option to hire full time when John Alwein plans to retire in 2017. With no objection from the Board, Mr. Snader will look into figuring out the details, and will address it with the Board at a later date. Mr. Rudy informed the Board that the Township is requesting an up to date map of the sewer and water lines. Mr. Steckbeck will work on preparing that information.

COMMITTEE REPORTS

Budget Committee – The Budget Committee will meet after the end of March to go over the information for the first quarter of 2016.

Operations Committee – None

Building Committee – Mr. Bevans will contact Tim Krall regarding the heater in the basement.

ADJOURNMENT Mr. Rudy made a motion to adjourn the meeting. Mr. Demler seconded the motion and the meeting was adjourned at 7:54 PM.

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