

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 6th, 2017

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

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

COMMENTS/COMPLAINTS

No comments or complaints.

MEETING MINUTES The meeting minutes from March 6th, 20167 were presented. A correction to the Operations Committee Report was made. The Fredericksburg Fire Company is not going to be working with the FSWA in joint development of the new water filtration plant. The board has agreed to allow the Fredericksburg Fire Company to explore the possibility of constructing a new fire station on the old wastewater treatment plant property. The meeting minutes were amended and approved by the Board.

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$151,198.28 from the Sewer Fund and \$157,722.40 from the Water Fund. Mr. Bevans made a motion to pay the bills as presented. Ms. Martel seconded the motion and the Board voted in favor of the motion.

Financial Statement – The financial statement was presented to the Board for approval. Ms. 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 – No Office Managers Report was presented.

OPERATION MANAGER'S REPORT – Mr. Snader reported that the influent flow meter will be installed at the Monroe Valley WWTP on Monday. Water meters are currently being replaced. The water table is beginning to increase which has been lowering the CoLA expense for purchased water. Mr. Snader has been assisting with some office duties as time permits. Mr. Heisey inquired about the delivery of the new service truck. He stated that a plow may not need to be purchased since the weather has not provided any snow to plow.

SOLICITOR'S REPORT – Mr. Fitzgibbons reported that the Martin Farm releases are due to be received this week. A suit has been filed against Mr. Schell. He has failed to connect to the water system as required by the FSWA. The suit should be served by the Lebanon County Sherriff sometime early next week.

ENGINEER'S REPORT – Mr. Lutzkanin presented to the Board a quote for a jar testing apparatus. This will aid in design of the water filtration and become a piece of lab equipment in the future. It would also be usable in the sewer system. CJ Conapitski and Meyers Brothers Well Drilling will be scheduling the next phase of the new water source development. Weather and site conditions will play a large factor into the schedule.

OLD BUSINESS – None

NEW BUSINESS – None

COMMITTEE REPORTS

Budget Committee – The committee has been reviewing applications for the Office Manager vacancy. Ms. Martel will take the list of applicants and schedule interviews for Wednesday.

Building Committee – Mr. Bevans is going to contact Lens Concrete Service to set up a time to have the Office sidewalk replaced.

Operations Committee – Mr. Snader requested approval to move forward with the On-site installation at the pumping stations and the Subsurface well rehabilitation. Mr. Lutzkanin will be working with the contractors to secure any necessary permits mandated by the PA DEP.

ADJOURNMENT

Ms Martel made a motion to adjourn the meeting. Mr. Helms seconded the motion, and the Board voted in favor for the motion to be carried. The meeting was adjourned at 7:04 PM.

**Respectfully submitted,
Kevin Snader
Operations Manager**