

**FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
April 17, 2017**

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

ROLL CALL Roll call was taken by Secretary Lori Poorman. Jim Heisey, Richard Rudy, Tom Demler, Kevin Helms, and Dale Bevans of the Board were present. Beverly Martel of the Board was absent. Jeffery Steckbeck, Kevin Snader, Lori Poorman and Tony Fitzgibbons were also present.

COMMENTS/COMPLAINTS

No comments or complaints

MEETING MINUTES

Mr. Bevans made it known that he approves of the new font used when preparing the meeting minutes. The minutes were accepted by the Board without objection.

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$8,936.86 from the Sewer Fund and \$50,174.44, from the Water Fund. Mr. Bevans made a motion to pay the bills as presented. Mr. Rudy 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. Helms seconded the motion and the Board voted for the acceptance of the financial statement as presented.

OFFICE MANAGER'S REPORT

Ms. Poorman reported that the first quarter billing was sent out.

She reported that Mary Coble will be in the office April 21, 2017 to assist with quarterly payroll taxes.

Additionally, she stated that the paperwork has been submitted to H.A. Thomson which is necessary for her to become bonded.

OPERATION MANAGER'S REPORT

Mr. Snader discussed a sewer clog in the line at the Fredericksburg American Legion. The Board discussed invoicing the Fredericksburg American Legion to reimburse FSWA for Walters Environmental Services and donating FSWA manpower to the Legion while clearing the line. Mr. Bevans made a motion to donate FSWA manpower to the Legion while clearing the line. Mr. Demler seconded the motion. Mr. Heisey and Mr. Rudy abstained from voting. All remaining members voted in favor of the motion.

Mr. Snader reported that the O&M average expenses over the last 12 months was \$58,250. Going forward we will use this figure to calculate the invoices for Farmers Pride and Freebird West. We will then reconcile their accounts in December accordingly. Mr. Rudy made a motion to adjust the billing procedure for the O&M customers. Mr. Helms seconded the motion. All voted in favor.

Mr. Snader is continuing to work with SESI in preparation of the 2016 CCR.

Additionally it was reported that the Operations Intern, Patricia Gerdes, will start work in May at an hourly rate of \$11 per hour. She will be supplied with uniform shirts.

SOLICITOR'S REPORT

Mr. Fitzgibbons reported that he is making progress on outstanding items, with nothing new to report.

ENGINEER'S REPORT

Mr. Steckbeck reported that the Little Swatara Creek WWTP NPDES Permit Renewal Application and the Monroe Valley WWTP NPDES Permit Renewal Application have been submitted to DEP.

Mr. Steckbeck reported that Chairman Heisey, CoLA Director Beers, B&E CFO Chirico and Geologist Conapitski and himself met with the SRBC on April 12, 2017. SRBC was given a detailed overview of water needs for the next decade; identified areas where we have been searching; identified steps taken and informed them of the \$8,500,000 pending capital projects for new water sources and filter plant. After discussion, SRBC affirmed that the three FSWA wells and the CoLA allocation as a primary source for FSWA will be renewed for an additional 10 year.

Additionally he reported that Chairman Heisey and himself discussed funding with Bell & Evans CFO Chirico. Chirico acknowledged that FSWA will require a new tapping fee for a new allocation of water for the pending new slaughterhouse project; that any capacity fee charged to FSWA by CoLA for an increase in allocation will be passed along to Bell & Evans; and that Bell & Evans will be required to make a commitment for a guaranteed additional water purchase from FSWA prior to FSWA proceeding with the filter plant. A negotiation session will be scheduled in the near future, for a new water allocation and purchase agreement which will address all these issues.

OLD BUSINESS

None

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

The Budget Committee will review the first four months of the year at a meeting in May.

Building Committee

The concrete sidewalk in the front of the building has been replaced and porch posts have been ordered.

Operations Committee

The group discussed manhole cover replacement

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 7:25 p.m..

**Respectfully submitted,
Lori Poorman
Office Manager**