

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**August 21, 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, Rick Rudy, Beverly Martel, Dale Bevans, Kevin Helms, and Tom Demler of the Board were present. Jeff Steckbeck, Brandon Nye, Lori Poorman and Tony Fitzgibbons were also present.

**COMMENTS/COMPLAINTS**

No comments or complaints

**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 \$11,682.99 from the Sewer Fund and \$20,569.87 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. 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**

Miss Poorman reported that Brungart Builders would be installing a sliding door in the office within the next two weeks.

Miss Poorman reported that an ad for a full-time clerk will be in the Merchandiser this week.

Additionally, Miss Poorman reported that the Pennington's requested that if they pay their quarterly bill in full each quarter if the Board would waive the penalties on their balance. Mrs. Martel made a motion that no additional penalties or interest be added to the Pennington's account balance provided that they pay all quarterly bills in full when due. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

**OPERATION MANAGER'S REPORT**

Mr. Snader reported by email the following; Brandon Nye was present to answer any questions.

Subsurface Technologies anticipates completing Well #6 this week. Well #5 has been pumping the SRBC permitted yield since it was placed back into service.

The air valve motor for SBR #2 was replaced. The original was shipped out to be evaluated to determine if it can be rebuilt.

Post E/Q pump #1 began leaking at the seal which allowed water to enter the oil cavity. It has been removed and will be sent to Orchard Pump for repairs.

Mr. Nye reported that Post E/Q Pump #1 would be completely rebuilt by Orchard Pump.

Mr. Nye reported that the air valve motor for SBR #2 has been replaced and the old motor has been sent out to a Company in Pittsburgh to see if it can be rebuilt and used as a spare.

Mr. Nye reported that Patricia Gerdes has started school again, but would be helping the Operations Department on September 10, 2017 and over Christmas break.

**ENGINEER'S REPORT**

Mr. Steckbeck reported in regards to the Fredericksburg WWTP, Monroe Valley WWTP, Volute Dewatering Press and water system operations that he had nothing new to report since last meeting.

Mr. Steckbeck reported that the DEP has approved the Little Swatara Creek sampling schedule and sampling will be conducted by the Operations Department twice a month.

Mr. Steckbeck reported that himself and Paul Lutzkanin met with Envirep/TLC and Kruger to perform review of design drawings and discuss the project schedule. Kruger will be obtaining stream samples as well and performing laboratory bench testing for chemical treatment needs assessment.

Mr. Steckbeck reported that preliminary design of the new water filter plant site and piping continues.

Mr. Steckbeck report that the hydrogeologist has the aquifer test plan approval from PA DEP, and will be forwarding it to the SRBC for approval. SRBC approval to move ahead with pump testing is expected by the end of September.

Mr. Steckbeck reported that they are preparing to have a geotechnical study performed on the Route 22 WWTP site to determine if the site can handle construction of the water filtration plant.

Mr. Steckbeck reported that the negotiations committee held its first meeting with Bell & Evans this afternoon. The group exchanged information regarding updated schedules of water needs, water supply options and budgets. Bell & Evans will evaluate the information provided, and contact us to schedule the second negotiations meeting.

### **SOLICITOR'S REPORT**

Mr. Fitzgibbons reported that "30-day letters" for delinquent accounts were mailed and that there has been some success with receiving payments.

Mr. Fitzgibbons reported that he will not be in attendance at the September 18, 2017 meeting.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **COMMITTEE REPORTS**

#### **Budget Committee**

No report

#### **Building Committee**

No report

#### **Operations Committee**

No report

The board went into an executive session. At the conclusion of that session, the Board was called back into regular session. Mr. Bevans made a motion that the Solicitor draft a letter to the previous Office Manager addressing the Board's concerns. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion that the Office Manager research and purchase a conference phone to improve our ability for teleconferencing. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

### **ADJOURNMENT**

The meeting was adjourned at 7:25 p.m.

**Respectfully submitted,  
Lori Poorman  
Office Manager**