

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
September 18, 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, Beverly Martel, Dale Bevans, Kevin Helms, and Tom Demler of the Board were present. Rick Rudy of the Board was absent. Jeff Steckbeck, Kevin Snader, Lori Poorman were also present. Tony Fitzgibbons was absent.

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 \$158,050.29 from the Sewer Fund and \$186,147.71 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. Mr. Bevans made a motion to accept the financial statement, pending audit. Mrs. Martel seconded the motion and the Board voted for the acceptance of the financial statement as presented.

OFFICE MANAGER'S REPORT

Miss Poorman presented the Board with a copy of the 2018 MMO memo and worksheet. She reported that the payment is due by December 31, 2018. Miss Poorman was instructed to make the payment when funds were available.

Miss Poorman reported that the experience mod used for the Authority's worker comp policy is shared with Bethel Township. She reported that the proper paperwork has been submitted to separate the WC experience mod between Bethel Township and the Authority.

Miss Poorman reported that the server is set-up and working properly.

Miss Poorman continues to work with Diversified Technology on the billing system.

Miss Poorman reported that interviews for the Billing Clerk position will be conducted on September 20, 2017.

Miss Poorman reported that Brandt & Son's Construction would like to apply for a sewer permit for 2785 South Pine Grove Street. The Board reported that the permit should be issued with conditions for hooking up.

OPERATION MANAGER'S REPORT

Mr. Snader reported that the Post E/Q Pump has been rebuilt. Before being rebuilt the pump had pumped over 74 million gallons of water to the filters over a period of 4,100 hours since April, 2014.

Mr. Snader reported that LT2 sample schedule has been approved by DEP and sampling has begun.

Mr. Snader reported well rehabilitation is completed. Well #5 and #6 are now pumping near maximum capacity permitted yield.

Mr. Snader reported that hydrant flushing was completed on September 10, 2017.

Mr. Snader that Verizon Wireless is on site at the West Water Tank changing the antennas on the roof.

ENGINEER'S REPORT

Mr. Steckbeck reported that in response to the concerns of Kevin Snader regarding the hydraulic loading of the East Main Street Pump Station, he and Paul Lutzkanin have been working with Bell & Evans to better understand their sewer flows into the FSWA system. Additionally, they have arranged with Kevin to have a Pump Station Study done by Envirep

to ensure that the numbers they are seeing are valid. The study will be performed this Friday and they should have the final report next week.

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

Mr. Steckbeck reported that they have received the DEP Water Supply Allocation Permit which authorizes the FSWA to draw up to 500,000 gallons per day from the City of Lebanon Interconnect. The Permit also includes a Modification Order which stipulates that the Permit will only be valid until October 14, 2019 to coincide with the validity of CoLA's Permit.

Mr. Steckbeck reported that the DEP has approved the Little Swatara Creek sampling schedule and sampling has begun.

Mr. Steckbeck reported that himself and Paul Lutzkanin are working with Envirep/TLC and Kruger to perform 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 submitted the aquifer test plans to SRBC for its approval. SRBC approval to move ahead with pump testing is expected by the end of September.

Mr. Steckbeck reported that he had received a quote for the geotechnical study for the Route 22 WWTP site from Tim Martin at Geotechnical Engineering Solutions in the amount of \$5,980. Mr. Demler made a motion to authorize Mr. Steckbeck to hire Tim Martin of Geotechnical Engineering Solutions as a consultant for the purpose of boring. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

SOLICITOR'S REPORT

Mr. Rauch of Georgeadis Setley discussed Sewer Revenue Note Series of 2012 with the group. Mr. Bevans made a motion to adopt Resolution No. 2017-01. Mr. Helms seconded the motion and the Board voted in favor of the motion.

OLD BUSINESS

Mrs. Martel made a motion that email notification for any purchases over \$250 be authorized by the Board with the Office Manager/Miss Poorman copied on the emails. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

The Budget Committee will meet on Wednesday, October 4, 2017 at 10 a.m. to discuss the budget for 2018.

Building Committee

Mr. Bevans instructed Miss Poorman to have Brungart Builders provide a quote to install a sink, counter and cabinet in the office building.

Operations Committee

No report

ADJOURNMENT

The meeting was adjourned at 7:35 p.m.

**Respectfully submitted,
Lori Poorman
Office Manager**