

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**November 6, 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. Paul Lutzkanin, Tony Fitzgibbons, Kevin Snader, and Lori Poorman were also present.

**COMMENTS/COMPLAINTS**

Dale Maulfair requested that the Board reverse the charges in the amount of \$148.00 and \$46.75 for a damaged manhole and curb box. Mrs. Martel made a motion to reverse the charges in the amount of \$148.00 and \$46.75 for a damaged manhole and curb box. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Tim Krall presented the Board with two proposals for a Rheem 3T Mini Split for the office. Mr. Bevans made a motion to accept the proposal for the Rheem 3T Mini Split with two air handlers in the amount of \$7,700.00 pending the Budget Committee's timeline of January 2018. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

Mr. Bevans presented the Board with two proposals to install new carpeting the office. Mr. Bevans made a motion to have Weaver's Carpet & Tile install carpet tile in the office. Mrs. Martel seconded the motion and the Board voted in favor of the motion.

**MEETING MINUTES**

Mrs. Martel made a motion to accept the meeting minutes as written. Mr. Helms seconded the motion and the meeting 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 \$130,007.63 from the Sewer Fund and \$45,289.50 from the Water Fund. Mr. Bevans made a motion to pay the bills. 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. Rudy seconded the motion and the Board voted for the acceptance of the financial statement as presented.

**OFFICE MANAGER'S REPORT**

Miss Poorman reported that the Budget Committee will meet on Wednesday, November 8, 2017 at 2 p.m. to discuss the 2018 budget.

Miss Poorman reported that she had spoken with LEVCO regarding the rental property. She reported that the tenants were evicted November 6, 2017 and that the former tenants had taken the washer and dryer. LEVCO did file a report with the State Police. Additionally, LEVCO will have the property cleaned up as soon as possible.

**OPERATION MANAGER'S REPORT**

Mr. Snader reported that both Sewer plants and the water system are working as intended and there are no violations to report.

Mr. Snader reported that a soft start controller has been replaced and is working without issue.

Mr. Snader reported that the Volute Press is on schedule to be delivered by the end of November.

Mr. Snader reported that the Operations staff continues to work to address the deficiencies listed on the DEP inspection report.

Mr. Snader reported that he had conducted radon testing in all three wells and that the results were 75% under the action limit.

Mr. Snader reported that he spoke with Jeff Steckbeck regarding having DEP conduct a comprehensive review of all of the Authority's permits when the new filtration plant is permitted.

Mr. Snader reported that he continues to work on the Lead and Copper Sample Plan.

**ENGINEER'S REPORT**

Mr. Lutzkanin reported that there hasn't been any change regarding permit renewals from DEP.

Mr. Lutzkanin reported that the Chestnut Hill water main extension project will begin November 7, 2017.

Mr. Lutzkanin reported that design continues on the new Filtering Plant.

Mr. Lutzkanin reported that the Negotiations Committee will hold its 3<sup>rd</sup> meeting with Bell & Evans in mid-November.

#### **SOLICITOR'S REPORT**

Mr. Fitzgibbons reported that Mr. Yingst has identified the licensed operator of the private water system at his trailer park. The operator is Scott D. Young, 19 Overlook Drive, Ephrata, PA 17522 (717-738-1429). To the extent there are water quality issues within the park, they should be directed to Mr. Young.

Mr. Fitzgibbons reported that he is working with the Finance Committee, the Engineers and Concord Public Finance to obtain a water system loan in the amount of \$10,000,000.00, which represents the anticipated costs of the new water collection, filtration and distribution system.

Mr. Bevans made a motion to accept the payment agreement proposed by Mr. Kees. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Mr. Bevans made a motion to accept the Deed of Dedication from LV Logistics Center effective November 6, 2017. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

#### **OLD BUSINESS**

Mr. Bevans made a motion to accept the proposed change to the By-Law language to allow for a Crime Policy in lieu of bonding. The motion was seconded by Mr. Rudy and the Board voted in favor of the motion.

#### **NEW BUSINESS**

None

#### **COMMITTEE REPORTS**

##### **Budget Committee**

The Budget Committee will meet on Wednesday, November 8, 2017 at 2 p.m. to discuss the budget for 2018.

Mr. Heisey reported that the City of Lebanon Authority informed him of a 5% water rate increase.

##### **Building Committee**

No report

##### **Operations Committee**

No report

The Board went in Executive Session. At the conclusion of the session, the Board was called back into regular session.

Mrs. Martel made a motion to accept the health insurance renewal with Capital Blue, with changes to the employee contributions being 0% for the employee and 20% for dependent. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to approve wage increases for 2018. Mr. Helm seconded the motion and the Board voted in favor of the motion.

#### **ADJOURNMENT**

The meeting was adjourned at 8:36 p.m.

**Respectfully submitted,  
Lori Poorman  
Office Manager**