

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
September 17, 2018

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, Kevin Helms, Tom Demler and Dale Bevans of the Board were present. Jeff Steckbeck, Tony Fitzgibbons, Kevin Snader and Lori Poorman were also present.

COMMENTS/COMPLAINTS

Mr. Bevans made a motion directing the Authority Engineer to size, obtain and provide Mr. Shilling with a manhole, and all metallic accessories, sufficient to encase the air release valve at the terminus of the water line on Tree Line Avenue. Mr. Shilling is to install the manhole to the Authority specifications which will be provided to him. Mr. Shilling will provide all necessary labor, equipment and other needed materials, such as stone and cement. Upon satisfactory installation of the manhole, the Authority will accept dedication of all water and sewer facilities in the development. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

Mrs. Kelly reviewed the 2017 financial audit with the group. Mr. Heisey requested that Mr. Fitzgibbons speak with Attorney Gallo regarding Swatara Township Monroe Valley billing for sewer.

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 \$174,338.37 from the Sewer Fund and \$131,855.37 from the Water Fund. Mr. Bevans made a motion to pay the bills. 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. 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, pending audit.

OFFICE MANAGER'S REPORT

Ms. Poorman presented the Board with the 2019 Minimum Municipal Obligation memo.

OPERATION MANAGER'S REPORT

Mr. Bevans made a motion that Martin Uber be moved from a probationary employee to a permanent full-time employee with a recommended \$.50 raise effective 90 days from hire date. Mr. Demler seconded the motion and the Board voted in favor of the motion.

ENGINEER'S REPORT

Mr. Steckbeck reported on Gannett-Fleming's switch from Rapid Response to Notify.

In regards to Wells 7 and 8, Mr. Steckbeck reported that the Geologist is having difficulty in obtaining surrounding well owner's cooperation to allow water level data loggers to be installed at the time of

the pump test. He reported that he will need the assistance of the Authority and Solicitor through the Eminent Domain Code and 2nd Class Township Code provisions.

SOLICITOR'S REPORT

Mrs. Martel made a motion to terminate the Rental Management Agreement with Levco effective at midnight on December 31, 2018 and sign an agreement with Remax. Mr. Bevans seconded the motion and the Board voted in favor of the motion.

OLD BUSINESS

NEW BUSINESS

The group discussed industrial waste.

COMMITTEE REPORTS

Budget Committee

The Budget Committee will meet on September 26, 2018 at 10 am.

Building Committee

No report

Operations Committee

No report

COMMENTS/COMPLAINTS

None

ADJOURNMENT

Mr. Rudy made a motion to adjourn the meeting. Mrs. Demler seconded the motion, and the Board voted in favor for the motion to be carried.

The meeting adjourned at 8:30 pm.

**Respectfully submitted,
Lori Poorman
Office Manager**