

**FREDERICKSBURG SEWER AND WATER AUTHORITY
MEETING AGENDA
July 15, 2024**

CALL MEETING TO ORDER

PLEDGE OF ALLIANCE

ROLL CALL

COMMENTS/COMPLAINTS

MEETING MINUTES

TREASURER'S REPORT

**Bills Payable
Financial Statement**

OFFICE MANAGER'S REPORT

See Office Manager's Report action items at www.fswaonline.net

OPERATION'S REPORT

See Operation's Reports action items at www.fswaonline.net

ENGINEER'S REPORT

See Engineer's Report action items at www.fswaonline.net

SOLICITOR'S REPORT

See Solicitor's Report action items at www.fswaonline.net

OLD BUSINESS

NEW BUSINESS

COMMITTEE REPORTS

**Budget Committee
Building Committee
Personnel Committee
Operations Committee**

COMMENTS/COMPLAINTS

ADJOURNMENT

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
June 17, 2024

Chairman Dale Bevans called the meeting to order at 6:30 pm.

ROLL CALL

Dale Bevans, Scott Gettle, Randy Sattazahn, Kevin Helms and Tom Demler of the Board were present. Jeffrey Steckbeck, Dustin Keller and Dot Stubblebine were also present. Tony Fitzgibbons was absent but available by phone if needed. Rick Rudy was absent.

COMMENTS/COMPLAINTS

None.

MEETING MINUTES

Mr. Gettle made a motion to accept the meeting minutes. Mr. Helms seconded the motion and the meeting minutes were accepted by the Board without objection.

TREASURER'S REPORT

Bills Payables - The payables for May 21, 2024 through June 17, 2024 were presented to the Board for approval to be paid in the amount of \$120,071.70 from the Sewer Fund and \$118,827.70 from the Water Fund. Mr. Demler made a motion to pay the bills as presented in the payables report. Mr. Gettle 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, pending audit.

OFFICE MANAGER'S REPORT

We received the Financial Statements draft for the year ended December 31, 2023 and the DCED-CLGS-04 draft for the year ended December 31, 2023 from Hamilton & Musser P.C. for review.

OPERATION'S REPORT

Mr. Demler made a motion to approve Lech Brothers to repair the manhole frame on S. Pine Grove St at a cost of \$6,500. Mr. Gettle seconded the motion and the Board voted in favor of the motion.

Purchased an adapter plate for the telehandler.

The sampling of Wells 7&8 went well and the samples were submitted for review. Mr. Gettle provided a manganese report for all of the wells.

The East tank washout has been completed.

ENGINEER'S REPORT

Mr. Bevans made a motion to authorize SESI to negotiate with COLA to extend our contract for 18 to 24 months. Mr. Demler seconded the motion and the Board voted in favor of the motion.

SOLICITOR'S REPORT

Nothing to report.

OLD BUSINESS

None.

NEW BUSINESS

None.

COMMITTEE REPORTS

Budget Committee

None

Building Committee

None

Operations Committee

None

Personnel Committee

None

COMMENTS/COMPLAINTS

Mr. Bevans welcomed Randy Sattazahn to the Board.

ADJOURNMENT

Mr. Helms made a motion to adjourn the meeting. Mr. Demler seconded the motion and the Board voted in favor of the motion.

The meeting adjourned at 7:20 pm.

**Respectfully submitted,
Dot Stubblebine
Secretary/Treasurer**

Fredericksburg Sewer and Water Authority - Sewer Fund
 Bills Paid Detail Report Sewer Fund - For Meetings
 June 18 through July 15, 2024

3:22 PM
 07/11/24

Type	Num	Date	Name	Memo	Account	Paid Amount
TOTAL						
General Journal	5262	06/24/2024		To record transfer of funds for payroll	100.06 - FULTON SEWER CHECKING	
				To record transfer of funds for payroll	429.12 - Salaries - Board Of Directors	-112.00
				To record transfer of funds for payroll	429.14 - Salaries - Staff	-5,515.57
				To record transfer of funds for payroll	481.161 - FICA	-336.71
				To record transfer of funds for payroll	481.163 - Medicare	-78.53
				To record transfer of funds for payroll	481.165 - PMAA UC Fund	-1.84
				To record transfer of funds for payroll	429.151 - Health	118.18
TOTAL						-5,925.47
General Journal	5263	07/08/2024		To record transfer of funds for payroll	100.06 - FULTON SEWER CHECKING	
				To record transfer of funds for payroll	429.14 - Salaries - Staff	-6,047.20
				To record transfer of funds for payroll	481.161 - FICA	-365.62
				To record transfer of funds for payroll	481.163 - Medicare	-85.51
				To record transfer of funds for payroll	481.165 - PMAA UC Fund	-1.83
				To record transfer of funds for payroll	429.151 - Health	118.18
TOTAL						-6,381.98
General Journal	5366	07/01/2024		To record loan payment MV PV #27719 -July, 20, 100.06 - FULTON SEWER CHECKING		
				To record loan payment MV PV #27719 -July, 2024 472.07 - Principal Mv Pv Loan 27719		-13,625.27
				To record loan payment MV PV #27719 -July, 2024 471.07 - Interest Mv Pv Loan 27719		-1,916.61
TOTAL						-15,541.88
General Journal	5368	07/01/2024		To record PennVest Loan 71386 - July, 2024	100.06 - FULTON SEWER CHECKING	
				To record PennVest Loan 71386 - July, 2024	471.13 - Interest Sf Pv Loan 71386	-12,930.74
				To record PennVest Loan 71386 - July, 2024	472.13 - Principal Sf Pv Loan 71386	-44,614.80
TOTAL						-57,545.54
Bill Pmt -Check	8555	06/27/2024	Capital Blue Cross		100.06 - FULTON SEWER CHECKING	
Bill	241670013475	06/15/2024		July	429.151 - Health	-2,864.33
TOTAL						-2,864.33
Bill Pmt -Check	8556	06/27/2024	Comcast		100.06 - FULTON SEWER CHECKING	
Bill	0031923	06/13/2024		6/17/24 to 7/15/24	429.325 - Operations Internet & Phone	-187.52
TOTAL						-187.52
Bill Pmt -Check	8557	06/27/2024	Dampsey Uniform & Linen Supply	fred0151	100.06 - FULTON SEWER CHECKING	

Fredericksburg Sewer and Water Authority - Sewer Fund Bills Paid Detail Report Sewer Fund - For Meetings

June 18 through July 15, 2024

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07/11/24

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill	18495522	06/17/2024			429.224 - Uniform Expense	-26.89
TOTAL						-26.89
Bill Pmt -Check	8558	06/27/2024	Doceo		100.06 - FULTON SEWER CHECKING	-23.52
Bill	383855	06/11/2024		copies	429.212 - Office Equipment Maint & Repair	-23.62
TOTAL						-445.80
Bill	326405	06/14/2024		15 valve box riser/no cover 1"	429.251 - Supplies-Operations	-445.80
TOTAL						-445.80
Bill Pmt -Check	8589	06/27/2024	Exeter Supply Co. Inc.		100.06 - FULTON SEWER CHECKING	
Bill Pmt -Check	8560	06/27/2024	Fulton Bank Visa		100.06 - FULTON SEWER CHECKING	
Bill	8759	05/10/2024		Quickbooks	429.314 - Computer Consult / Quickbooks	-1,018.65
				Exam - Roger Bollinger	429.16 - TRAINING & CONFERENCES	-110.00
				Postage	429.211 - Office Supplies	-246.85
				Audite	429.225 - Other Supplies	-10.60
				late fee	429.92 - BANK SERVICE CHARGES	-19.50
TOTAL						-1,405.61
Bill Pmt -Check	8581	06/27/2024	Guardian	Group ID 775223	100.06 - FULTON SEWER CHECKING	
Bill	775223	06/13/2024		Life and STD	429.154 - Life and STD	-68.83
TOTAL						-68.83
Bill Pmt -Check	8562	06/27/2024	Hamilton & Musser, PC		100.06 - FULTON SEWER CHECKING	
Bill	1319289	06/14/2024		half of progress billing for 2023 Audit-final	429.311 - Accountant / Audit	-2,875.00
TOTAL						-2,875.00
Bill Pmt -Check	8563	06/27/2024	Jonestown Ag Supply		100.06 - FULTON SEWER CHECKING	
Bill	1485512 and 1485441	06/13/2024		t-hinge, hardware, 5 gallon pails	429.225 - Other Supplies	-43.37
Bill	1485527	06/13/2024		light strap hinge	429.225 - Other Supplies	-4.90
Bill	1485552	06/14/2024		u-bolt	429.225 - Other Supplies	-4.94
Bill	1485597	06/14/2024		steel shovel	429.225 - Other Supplies	-8.81
Bill	1486176	06/18/2024		10 steel angle FT	429.225 - Other Supplies	-18.43
Bill	1486365	06/19/2024		u-bolts	429.225 - Other Supplies	-8.77
Bill	1486388	06/19/2024		Acetone thinner	429.225 - Other Supplies	-12.74
Bill	1485559	06/20/2024		clear vinyl hose, clamp, hose mender	429.225 - Other Supplies	-57.96
Bill	1484200	06/24/2024		Hitch pin	429.225 - Other Supplies	-6.00
Bill	1487088	06/24/2024		#2 straight argon contents	429.225 - Other Supplies	-25.02
TOTAL						-180.94

Fredericksburg Sewer and Water Authority - Sewer Fund
 Bills Paid Detail Report Sewer Fund - For Meetings
 June 18 through July 15, 2024

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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	8564	06/27/2024	LEAF		100.06 - FULTON SEWER CHECKING	
Bill	16724302	06/21/2024		copier	429.213 - Equipment Lease	-53.71
TOTAL						-53.71
Bill Pmt -Check	8565	06/27/2024	Patricia Gerdes		100.06 - FULTON SEWER CHECKING	
Bill	4122024	06/19/2024		Deductible Reimbursement	429.152 - Medical HRA	-1,297.94
TOTAL						-1,297.94
Bill Pmt -Check	8566	06/27/2024	Pointsolve Technology, Inc.		100.06 - FULTON SEWER CHECKING	
Bill	34432	06/13/2024		SSL Certificate Renewal 1 Year	429.212 - Office Equipment Maint & Repair	-3.75
				SSL Certificate Renewal 1 Year	429.214 - Ops Equip Maint & Repair-Comput	-3.75
TOTAL						-7.50
Bill Pmt -Check	8567	06/27/2024	Steckbeck Engineering & Surveying, Inc.		100.06 - FULTON SEWER CHECKING	
Bill	004-24-001-01	06/11/2024		2023 Chapter 94 Reports	429.315 - Engineering	-859.50
Bill	004-24-003-01	05/11/2024		WWTP Ops Support - March -April	429.315 - Engineering	-526.88
TOTAL						-1,386.38
Bill Pmt -Check	8568	06/27/2024	Swatara Township		100.06 - FULTON SEWER CHECKING	
Bill	15320	06/24/2024		15320-Hertzog	364.126 - Debt Service	-90.00
				15320-Hertzog	364.125 - Sewer Charges	-96.25
TOTAL						-165.25
Bill Pmt -Check	8569	06/27/2024	UGI Utilities Inc.		100.06 - FULTON SEWER CHECKING	
Bill	742483	06/17/2024		5/16/24 to 6/17/24	429.366 - 100 101 080 313-office	-15.27
TOTAL						-15.27
Bill Pmt -Check	8570	06/28/2024	Comcast		100.06 - FULTON SEWER CHECKING	
Bill	31055	06/18/2024		6/25/24 - 7/24/24	429.324 - Admin Internet & Phone	-150.88
TOTAL						-150.88
Bill Pmt -Check	8571	06/28/2024	Dempsey Uniform & Linen Supply	fred0151	100.06 - FULTON SEWER CHECKING	
Bill	18507041	06/24/2024			429.224 - Uniform Expense	-26.89
TOTAL						-26.89
Bill Pmt -Check	8572	06/28/2024	Jonio Hardware		100.06 - FULTON SEWER CHECKING	

Fredericksburg Sewer and Water Authority - Sewer Fund
 Bills Paid Detail Report Sewer Fund - For Meetings
 June 18 through July 15, 2024

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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill	1508671	06/28/2024		grass seed	342.21 - Apartment Rent	-17.15
TOTAL						-17.15
Bill Pmt -Check	8573	06/28/2024	Zimmerman LLC		100.06 - FULTON SEWER CHECKING	
Bill	284634	06/26/2024		Topsoil	342.21 - Apartment Rent	-32.00
TOTAL						-32.00
Bill Pmt -Check	8574	07/15/2024	Amazon Capital Services		100.06 - FULTON SEWER CHECKING	
Bill	19myfkkjwpj	06/18/2024		Starter fo Chevy GMC sludge truck (\$147.53 applier	429.331 - Vehicles Repair & Maintenance	-73.39
Bill	17h9gkwvjg	07/07/2024		toner cartridges	429.225 - Other Supplies	-84.99
TOTAL						-158.38
Bill Pmt -Check	8575	07/15/2024	Bethel Township		100.06 - FULTON SEWER CHECKING	
Bill	4886	07/03/2024			429.332 - Fuel	-1,067.45
TOTAL						-1,067.45
Bill Pmt -Check	8576	07/15/2024	Burkholder's Motor Repair		100.06 - FULTON SEWER CHECKING	
Bill	76590	06/19/2024		blower 5 bearings and labor	429.254 - Equipment-Operations	-465.00
TOTAL						-465.00
Bill Pmt -Check	8577	07/15/2024	D.E. Richard Garage, Inc.		100.06 - FULTON SEWER CHECKING	
Bill	26920	06/18/2024		2015 Ford inspection	429.331 - Vehicles Repair & Maintenance	-66.00
Bill	25949	06/27/2024		20017 GMC 4 tires	429.331 - Vehicles Repair & Maintenance	-830.00
Bill	52067	06/30/2024		used tire	429.331 - Vehicles Repair & Maintenance	-27.50
TOTAL						-712.50
Bill Pmt -Check	8578	07/15/2024	Dempsey Uniform & Linen Supply		100.06 - FULTON SEWER CHECKING	
Bill	18514772	07/01/2024			429.224 - Uniform Expense	-33.27
Bill	18522092	07/08/2024			429.224 - Uniform Expense	-33.27
TOTAL						-66.54
Bill Pmt -Check	8579	07/15/2024	Home Depot Credit Services		100.06 - FULTON SEWER CHECKING	
Bill	7612747	06/28/2024		sampler fridge	429.26 - SMALL TOOLS & MINOR EQUIPMENT	-66.50
TOTAL						-66.50
Bill Pmt -Check	8580	07/15/2024	J.C. Ehrlich Inc.		100.06 - FULTON SEWER CHECKING	
Bill	61339633	06/25/2024		pest control	429.252 - Contracted Svc.-Ehrlich, garba	-38.09

Fredericksburg Sewer and Water Authority - Sewer Fund
Bills Paid Detail Report Sewer Fund - For Meetings
 June 18 through July 15, 2024

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Type	Num	Date	Name	Memo	Account	Paid Amount
TOTAL					100.06 · FULTON SEWER CHECKING	-38.69
Bill Pmt -Check	8581	07/15/2024	Jonestown Ag Supply			
Bill	1484594	06/07/2024		brass coupler, brass nipple	429.225 · Other Supplies	-14.99
Bill	1488129	07/01/2024		4 poly bushings	429.225 · Other Supplies	-3.86
Bill	1488240	07/02/2024		pvc cap	429.225 · Other Supplies	-5.07
TOTAL						-23.92
Bill Pmt -Check	8582	07/15/2024	Met-Ed		100.06 · FULTON SEWER CHECKING	
Bill	95875411461	06/28/2024		5/23/24-5/23/24	429.366 · 100 101 080 313-office	-51.52
TOTAL						-51.52
Bill Pmt -Check	8583	07/15/2024	Pointsolve Technology, Inc.		100.06 · FULTON SEWER CHECKING	
Bill	34558	07/01/2024		offsite backup	429.212 · Office Equipment Maint & Repair	-38.15
Bill	34557	07/01/2024		offsite backup	429.214 · Ops Equip Maint & Repair-Comput	-38.15
Bill	34555	07/01/2024		cyber security awareness training	429.212 · Office Equipment Maint & Repair	-5.00
Bill	34554	07/01/2024		cyber security awareness training	429.214 · Ops Equip Maint & Repair-Comput	-5.00
Bill	34556	07/01/2024		microsoft office 365	429.212 · Office Equipment Maint & Repair	-21.87
Bill	34554	07/01/2024		microsoft office 365	429.214 · Ops Equip Maint & Repair-Comput	-21.88
Bill	34556	07/01/2024		commonfocus support	429.212 · Office Equipment Maint & Repair	-62.50
Bill	34556	07/01/2024		commonfocus support	429.214 · Ops Equip Maint & Repair-Comput	-62.50
Bill	34556	07/01/2024		connectwise	429.212 · Office Equipment Maint & Repair	-38.00
Bill	34556	07/01/2024		connectwise	429.214 · Ops Equip Maint & Repair-Comput	-38.00
TOTAL						-387.05
Bill Pmt -Check	8584	07/15/2024	Poltu-Tech, Inc.		100.06 · FULTON SEWER CHECKING	
Bill	634001	06/18/2024		CL 981	429.221 · Chemicals	-3,330.00
TOTAL						-3,330.00
Bill Pmt -Check	8585	07/15/2024	Sattazahn Refuse Removal		100.06 · FULTON SEWER CHECKING	
Bill	52280	06/28/2024		June 2024	429.252 · Contracted Svc.-Ehrrich, garba	-35.00
TOTAL						-35.00
Bill Pmt -Check	8586	07/15/2024	Staples		100.06 · FULTON SEWER CHECKING	
Bill	6006036515	06/30/2024		HP 05A Black ink 2 pack	429.211 · Office Supplies	-93.59
Bill	6006036516	06/30/2024		murphy oil soap, paper towels	429.211 · Office Supplies	-18.89
Bill	6006036517	06/30/2024		paper, laminating sheets	429.211 · Office Supplies	-25.99
TOTAL						-138.47
Bill Pmt -Check	8587	07/15/2024	Suburban Testing Labs		100.06 · FULTON SEWER CHECKING	

**Fredericksburg Sewer and Water Authority - Sewer Fund
Bills Paid Detail Report Sewer Fund - For Meetings**
June 18 through July 15, 2024

3:22 PM
07/11/24

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill	P4001574	06/30/2024		Radon/Colfor,lm	429.222 - Lab Samples	-350.00
TOTAL						-350.00
Bill Pmt -Check	8588	07/15/2024	Swatara Township		100.06 - FULTON SEWER CHECKING	
Bill	15339	07/01/2024		7/1/24 #15339 Carpenter #6018	364.125 - Debt Service	-69.00
Bill	15347	07/02/2024		7/1/24 #15339 Carpenter #6018	364.125 - Sewer Charges	-66.25
Bill	8010	07/10/2024		15347-Military Warriors- #6093	364.126 - Debt Service	-66.00
Bill	15368	07/10/2024		15347-Military Warriors- #6093	364.125 - Sewer Charges	-96.25
				#6010 Wagner	364.126 - Debt Service	-69.00
				#6010-Wagner	364.125 - Sewer Charges	-96.25
				15368-ach	364.126 - Debt Service	-1,035.00
				15368-ach	364.125 - Sewer Charges	-1,443.75
TOTAL						-2,974.50
Bill Pmt -Check	8589	07/15/2024	Verizon Wireless		100.06 - FULTON SEWER CHECKING	
Bill	9667268036	06/22/2024		06/23 to 7/22	429.320 - Operations Mobile Phone Service	-165.32
TOTAL						-165.32
Bill Pmt -Check	8590	07/15/2024	Waste Management		100.06 - FULTON SEWER CHECKING	
Bill	5954787-0061-1	07/01/2024		June 2024	429.223 - Sludge Removal	-8,327.59
TOTAL						-8,327.59
Bill Pmt -Check	8591	07/10/2024	Met-Ed		100.06 - FULTON SEWER CHECKING	
Bill	95875411459	06/28/2024		5/23/24 - 6/23/24	429.363 - 100 017 439 959-Richard Hills P	-133.86
TOTAL						-133.86
Bill Pmt -Check	8592	07/10/2024	Met-Ed		100.06 - FULTON SEWER CHECKING	
Bill	95807112415	06/26/2024		05/22/24-06/19/24	429.365 - 100 060 427 687-Little Mtn PS	-396.44
TOTAL						-396.44
Bill Pmt -Check	8593	07/10/2024	Met-Ed		100.06 - FULTON SEWER CHECKING	
Bill	95807112416	06/26/2024		05/22/24-06/19/2024	429.368 - 100 060 490 727-MV WWTP	-2,247.70
TOTAL						-2,247.70
Bill Pmt -Check	8594	07/10/2024	Met-Ed		100.06 - FULTON SEWER CHECKING	
Bill	95807112397	06/28/2024		05/22/24-06/19/2024	429.362 - 100 017 406 222-E Main PS	-239.15
TOTAL						-239.15

Fredericksburg Sewer and Water Authority - Sewer Fund Bills Paid Detail Report Sewer Fund - For Meetings

June 18 through July 15, 2024

Type	Numt	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	8595	07/10/2024	Met-Ed		100.06 - FULTON SEWER CHECKING	
Bill	95807112398	06/26/2024		05/22/24-06/15/24	429.361 - 100 017 407 220-Old Plant	-24.02
TOTAL						-24.02
Bill Pmt -Check	8596	07/10/2024	Met-Ed		100.06 - FULTON SEWER CHECKING	
Bill	95807112399	06/26/2024		05/22/24-06/19/24	429.364 - 100 017 592 336-Lickdale Rd PS	-33.83
TOTAL						-33.83
Bill Pmt -Check	8598	07/15/2024	Met-Ed		100.06 - FULTON SEWER CHECKING	
Bill	95807112401	06/26/2024		05/22/24-06/19/24	429.369 - 100 100 740 636-WWTP	-6,448.34
TOTAL						-6,448.34
Bill Pmt -Check	8599	07/11/2024	Department of Environmental Protection		100.06 - FULTON SEWER CHECKING	
Bill	1371694	07/11/2024		Class & Sub Class A1, A2,A3, E4	429.49 OPERATING LICENSES AND PERMITS	-60.00
TOTAL						-60.00
			Total			-124,571.15

Fredericksburg Sewer and Water Authority - Water Fund Check Detail Water Fund - For Meetings

June 18 through July 15, 2024

3:32 PM
07/11/24

Type	Num	Date	Name	Memo	Account	Paid Amount
General Journal	1891	06/24/2024		To record transfer of funds for payroll	100.06 - FULTON WATER CHECKING ACCOUNT	
				To record transfer of funds for payroll	448.12 - Salaries - Board Of Directors	-112.00
				To record transfer of funds for payroll	448.14 - Salaries - Staff	-5,326.17
				To record transfer of funds for payroll	481.161 - Fica	-326.71
				To record transfer of funds for payroll	481.163 - Medicare	-78.52
				To record transfer of funds for payroll	481.165 - PMAA UC Fund	-1.83
				To record transfer of funds for payroll	448.151 - Health	118.18
TOTAL						-5,736.05
General Journal	1892	07/08/2024		To record transfer of funds for payroll	100.06 - FULTON WATER CHECKING ACCOUNT	
				To record transfer of funds for payroll	448.14 - Salaries - Staff	-5,983.50
				To record transfer of funds for payroll	481.161 - Fica	-365.62
				To record transfer of funds for payroll	481.163 - Medicare	-65.50
				To record transfer of funds for payroll	481.165 - PMAA UC Fund	-1.84
				To record transfer of funds for payroll	448.151 - Health	118.16
TOTAL						-6,318.28
Bill Pmt -Check	7764	06/27/2024	Capital Blue Cross		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	241670013475	06/15/2024		July	448.151 - Health	-2,864.33
TOTAL						-2,864.33
Bill Pmt -Check	7765	06/27/2024	Comcast		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	31523	06/13/2024		6/17/24 to 7/15/24	448.322 - Operations Internet & Phone	-187.53
TOTAL						-187.53
Bill Pmt -Check	7766	06/27/2024	Dempsey Uniform & Linen Supply		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	1845622	06/17/2024			448.224 - Uniform Expense	-26.89
TOTAL						-26.89
Bill Pmt -Check	7767	06/27/2024	Doceo		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	363865	06/11/2024		copies	448.212 - Office Equip, Maint & Repair	-23.63
TOTAL						-23.63
Bill Pmt -Check	7768	06/27/2024	ESP Logistics Inc.		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	1620005763	07/01/2024		Notify Subscription Fee 7/2024-9/2024	448.253 - Contracted Svs-Operations	-250.00
TOTAL						-250.00
Bill Pmt -Check	7769	06/27/2024	Fulton Bank Visa		100.06 - FULTON WATER CHECKING ACCOUNT	

Fredericksburg Sewer and Water Authority - Water Fund Check Detail Water Fund - For Meetings

June 18 through July 15, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill	8759	06/10/2024		Quickbooks ice for samples	448.314 - Computer Consult / Quickbooks	-1,018.56
				Adobe postage	448.222 - Lab Samples	-4.50
				laste feet	448.225 - Other Supplies	-10.59
					448.211 - Office Supplies	-246.95
					448.92 - BANK SERVICE CHARGES	-19.50
TOTAL						-1,300.10
Bill Pmt -Check	7770	06/27/2024	Guardian	Group ID 775223	100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	775223	06/13/2024		basic term life/std	448.154 - Life & STD	-58.83
TOTAL						-58.83
Bill Pmt -Check	7771	06/27/2024	Hamilton & Musser, PC		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	1315289	06/14/2024		half of progress billing for 2023 Audit-final	448.311 - Accountant / Audit	-2,875.00
TOTAL						-2,875.00
Bill Pmt -Check	7772	06/27/2024	Jonestown Ag Supply		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	1485527	06/13/2024		light strap hinge	448.225 - Other Supplies	-4.89
Bill	1485512 and 1485441	06/13/2024		t-hinge, hardware, 5 gallon buckets	448.225 - Other Supplies	-43.96
Bill	1485697	06/14/2024		steel shovel	448.225 - Other Supplies	-8.82
Bill	1485652	06/14/2024		u bolts	448.225 - Other Supplies	-4.94
Bill	1486176	06/18/2024		10 steel angle FT	448.225 - Other Supplies	-18.42
Bill	1486385	06/19/2024		U-bolts	448.225 - Other Supplies	-8.77
Bill	1486388	06/19/2024		Acelcone thinner	448.225 - Other Supplies	-12.73
Bill	1486559	06/20/2024		vinyl hose, clamp, hose mender	448.225 - Other Supplies	-57.97
Bill	1487088	06/24/2024		#2 straight argon contents	448.225 - Other Supplies	-25.01
TOTAL						-184.91
Bill Pmt -Check	7773	06/27/2024	LEAF		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	16754202	06/21/2024		copier	448.213 - Equipment Lease	-53.71
TOTAL						-53.71
Bill Pmt -Check	7774	06/27/2024	Patricia Gardes		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	4122024	06/19/2024		Deductible Reimbursement	448.152 - Medical HRA	-1,297.95
TOTAL						-1,297.95
Bill Pmt -Check	7775	06/27/2024	Pointsolve Technology, Inc.		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	34432	06/13/2024		SSL Certificate Renewal 1 Year	448.212 - Office Equip. Maint & Repair	-3.75
				SSL Certificate Renewal 1 Year	448.214 - Ops Equip Maint & Repair-Comput	-3.75
TOTAL						-7.50

Fredericksburg Sewer and Water Authority - Water Fund Check Detail Water Fund - For Meetings

June 18 through July 15, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	7776	06/27/2024	Steckbeck Engineering & Surveying, Inc.		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	004-24-002-01	06/11/2024		water system ops support	448.315 · Engineering	-1,671.12
TOTAL						-1,671.12
Bill Pmt -Check	7777	06/27/2024	UGI Utilities, Inc.		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	742483	06/17/2024		5/16/24 to 6/17/24	448.367 · 100 101 080 313-office	-15.27
TOTAL						-15.27
Bill Pmt -Check	7778	06/27/2024	Univar Solutions USA		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	52195589	06/20/2024		Sod Hypo	448.221 · Chemicals	-932.65
TOTAL						-932.65
Bill Pmt -Check	7779	06/27/2024	USA Blue Book		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	231509	06/14/2024		Inv. 231509	448.225 · Other Supplies	-180.70
TOTAL						-180.70
Bill Pmt -Check	7780	06/28/2024	Comcast		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	31055	06/19/2024		6/25/24 - 7/24/24	448.321 · Admin Internet & Phone	-150.88
TOTAL						-150.88
Bill Pmt -Check	7781	06/28/2024	Dempsey Uniform & Linen Supply		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	18507041	06/24/2024			448.224 · Uniform Expense	-26.89
TOTAL						-26.89
Bill Pmt -Check	7782	06/28/2024	Jono Hardware, LLC		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	1509871	06/26/2024		grass seed	342.21 · Apartment Rent	-17.14
TOTAL						-17.14
Bill Pmt -Check	7783	06/28/2024	USA Blue Book		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	00360515	06/11/2024		Stenner #7 pump tube w/ends	448.251 · Supplies-Operations	-115.04
TOTAL						-115.04
Bill Pmt -Check	7784	06/28/2024	Zimmerman Mulch		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	284634	06/26/2024		topsoil	342.21 · Apartment Rent	-32.00
TOTAL						-32.00

Fredericksburg Sewer and Water Authority - Water Fund

Check Detail Water Fund - For Meetings

June 18 through July 15, 2024

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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	7785	07/15/2024	Amazon Capital Services		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	17n9gkww/qjg	07/01/2024		toner cartridges	448.225 · Other Supplies	-85.00
Bill	1hxm34ldj77	07/01/2024		pH buffer calibration solution	448.221 · Chemicals	-196.00
TOTAL						-281.00
Bill Pmt -Check	7786	07/15/2024	Bethel Township		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	4598	07/03/2024			448.332 · Fuel	-1,067.46
TOTAL						-1,067.46
Bill Pmt -Check	7787	07/15/2024	City of Lebanon Authority		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	814808	07/01/2024		05/22/2024-06/21/2024, 28756 (1,000 gals)	448.23 · PURCHASED WATER	-117,580.92
TOTAL						-117,580.92
Bill Pmt -Check	7788	07/15/2024	D.E. Richard Garage, Inc.		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	52067	05/07/2024		used tire	448.331 · Vehicles Repair & Maintenance	-27.50
Bill	26920	06/18/2024		2015 Ford inspection	448.331 · Vehicles Repair & Maintenance	-58.00
Bill	26949	06/27/2024		2017 GIMMC 4 tires	448.331 · Vehicles Repair & Maintenance	-630.00
TOTAL						-712.50
Bill Pmt -Check	7789	07/15/2024	Dempsey Uniform & Linen Supply		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	18514772	07/01/2024			448.224 · Uniform Expense	-33.28
Bill	18522052	07/08/2024			448.224 · Uniform Expense	-33.28
TOTAL						-66.56
Bill Pmt -Check	7790	07/15/2024	J.C. Ehrlich Inc.		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	51339533	06/25/2024		pest control	448.252 · Contracted Sys-Ehrlich, garbage	-38.69
TOTAL						-38.69
Bill Pmt -Check	7791	07/15/2024	Jonestown Ag Supply		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	1484594	06/07/2024		brass coupler, brass nipple	448.225 · Other Supplies	-14.98
Bill	1488129	07/01/2024		4 bushings	448.225 · Other Supplies	-3.86
Bill	1488240	07/02/2024		pvc cap	448.225 · Other Supplies	-5.08
TOTAL						-23.92
Bill Pmt -Check	7792	07/15/2024	Met-Ed		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	95875411461	06/28/2024		5/23/24-6/23/24	448.387 · 100 101 080 313-office	-51.53
TOTAL						-51.53

Fredericksburg Sewer and Water Authority - Water Fund Check Detail Water Fund - For Meetings

June 18 through July 15, 2024

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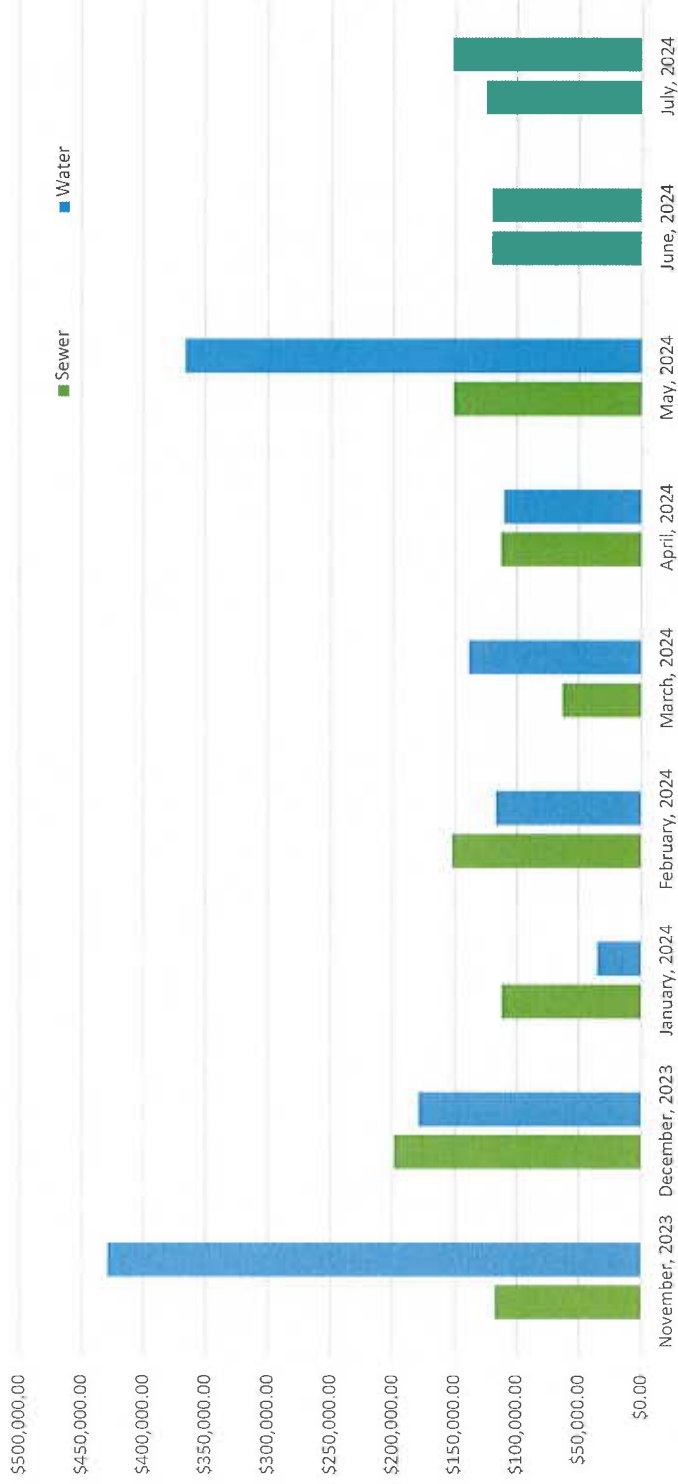
Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	7793	07/15/2024	Pointsolve Technology, Inc.		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	34558	07/01/2024		offsite backup	448.212 · Office Equip, Maint & Repair	-38.15
Bill	34557	07/01/2024		offsite backup	448.214 · Ops Equip Maint & Repair-Comput	-38.15
Bill	34555	07/01/2024		cyber security awareness training	448.212 · Office Equip, Maint & Repair	-5.00
Bill	34554	07/01/2024		cyber security awareness training	448.214 · Ops Equip Maint & Repair-Comput	-5.00
Bill	34556	07/01/2024		microsoft office 365	448.212 · Office Equip, Maint & Repair	-21.88
				microsoft office 365	448.214 · Ops Equip Maint & Repair-Comput	-21.87
				commonfocous support	448.212 · Office Equip, Maint & Repair	-92.50
				commonfocous support	448.214 · Ops Equip Maint & Repair-Comput	-92.50
				connectwise	448.212 · Office Equip, Maint & Repair	-36.00
				connectwise	448.214 · Ops Equip Maint & Repair-Comput	-36.00
TOTAL						-387.05
Bill Pmt -Check	7784	07/15/2024	Sattazahn Refuse Removal		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	52280	06/26/2024		June 2024	448.253 · Contracted Svs-Operations	-35.00
TOTAL						-35.00
Bill Pmt -Check	7785	07/15/2024	Staples		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	6006036515	06/30/2024		ho 05a black 2 pk	448.211 · Office Supplies	-53.60
Bill	6006036516	06/30/2024		murphy soap, paper towels	448.211 · Office Supplies	-18.88
Bill	6006036517	06/30/2024		laminating sheets, paper	448.211 · Office Supplies	-28.99
TOTAL						-141.47
Bill Pmt -Check	7786	07/15/2024	Suburban Testing Labs		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	P-4001574	06/30/2024			448.222 · Lab Samples	-2,498.00
TOTAL						-2,498.00
Bill Pmt -Check	7787	07/15/2024	USA Blue Book		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	INV00398693	06/19/2024		Hach Phos/Ver 3 Phosphate Reagent	448.221 · Chemicals	-333.51
TOTAL						-333.51
Bill Pmt -Check	7788	07/15/2024	Verizon Wireless		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	9987268036	06/22/2024		5/23-6/22	448.320 · Operations Mobile Phone Service	-165.31
TOTAL						-165.31
Bill Pmt -Check	7789	07/10/2024	Met-Ed		100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	95787256141	06/25/2024		05/22/24-06/19/24	448.368 · 100 017 430 396-COLA Intercome	-26.47
TOTAL						-26.47

Fredericksburg Sewer and Water Authority - Water Fund
 Check Detail Water Fund - For Meetings
 June 18 through July 15, 2024

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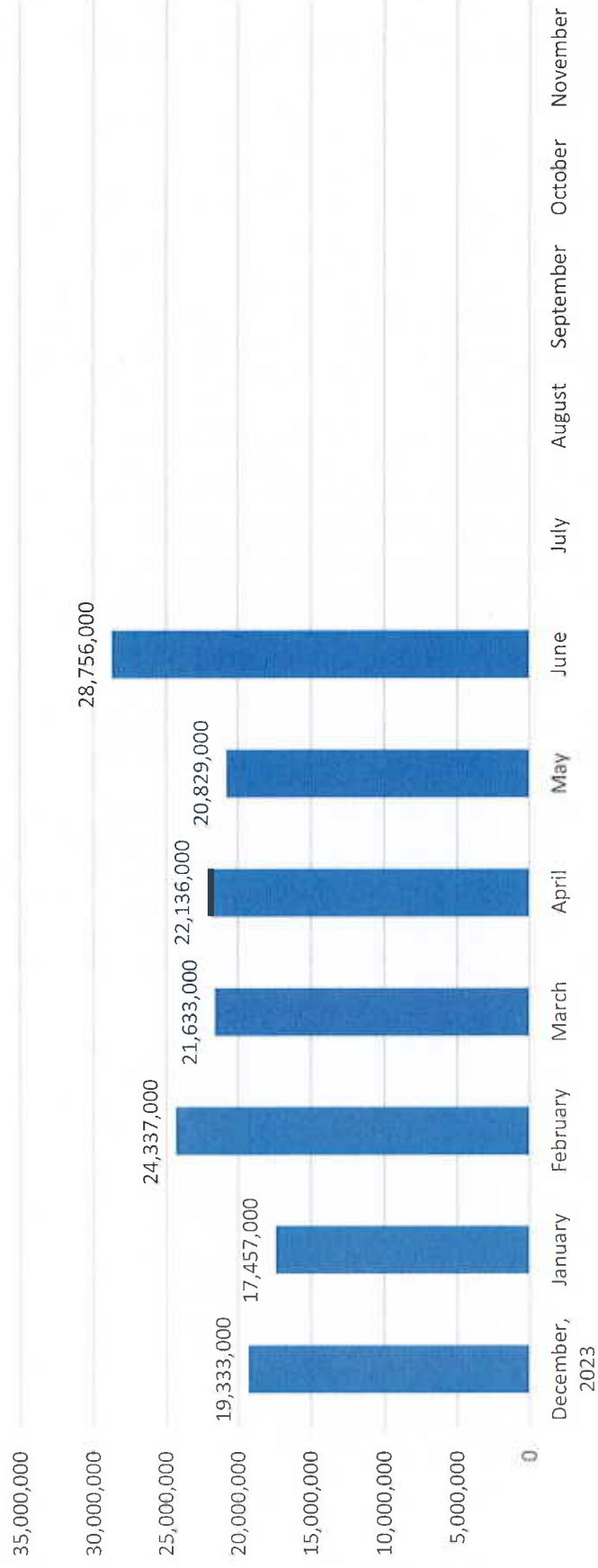
Type	Numb	Date	Name	Memo	Account	Paid Amount
Bill Pmt-Check	7800	07/10/2024	Met-Ed		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	95875411456	06/28/2024		05/23/24-06/23/24	448.364 - 100 017 434 794-Well 6	-1,522.45
TOTAL						-1,522.45
Bill Pmt-Check	7801	07/10/2024	Met-Ed		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	95875411457	06/28/2024		05/23/24-06/23/24	448.365 - 100 017 434 927-Well 2	-1,755.66
TOTAL						-1,755.66
Bill Pmt-Check	7802	07/10/2024	Met-Ed		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	95875411458	06/28/2024			448.363 - 100 017 435 031-Well 5	-564.52
TOTAL						-564.52
Bill Pmt-Check	7803	07/10/2024	Met-Ed		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	95807112417	06/26/2024		05/22/24-06/19/24	448.369 - 100 061 889 687-East Water Tank	-297.66
TOTAL						-297.66
Bill Pmt-Check	7804	07/10/2024	Met-Ed		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	95807112400	06/26/2024		05/22/24-06/19/24	448.362 - 100 097 919 987-Legion Vault	-28.93
TOTAL						-28.93
Bill Pmt-Check	7805	07/10/2024	Home Depot Credit Services		100.06 - FULTON WATER CHECKING ACCOUNT	
Bill	7612747	06/28/2024		sample fridge	448.26 - SMALL TOOLS & MINOR EQUIPMENT	-69.50
TOTAL						-69.50
					Total	-151,974.51

Payables



Meter	Service Date	Previous Reading	Current Reading	Gallons	Amount Paid
10 Inch 2 Inch	December, 2023	168,317	185,729	19,333,000	\$75,713.70
		44,561	46,482		
10 Inch 2 Inch	January	185,729	201,008	17,457,000	\$68,509.86
		46,482	48,660		
10 Inch 2 Inch	February	201,008	223,196	24,337,000	\$94,929.06
		48,660	50,809		
10 Inch 2 Inch	March	223,196	242,872	21,633,000	\$88,875.23
		50,809	52,766		
10 Inch 2 Inch	April	242,872	262,755	22,136,000	\$90,902.32
		52,766	55,019		
10 Inch 2 Inch	May	262,755	281,679	20,829,000	\$85,635.11
		55,019	56,924		
10 Inch 2 Inch	June	281,679	308,376	28,756,000	\$117,580.92
		56,924	58,983		
10 Inch 2 Inch	July				
10 Inch 2 Inch	August				
10 Inch 2 Inch	September				
10 Inch 2 Inch	October				
10 Inch 2 Inch	November				
Total Consumption				154,481,000	
Total Water Payments					\$622,146.20
Cost per Thousand Gallon					\$4.0273

Gallons



Fulton Sewer Checking Account		
Beginning Balance	\$532,390.60	
Deposits	\$155,785.66	
Payables	\$(112,263.70)	
Payroll Deduction	\$(12,307.45)	
Account Ending Balance	\$563,605.11	
Fulton Water Checking Account		
Beginning Balance	\$377,141.83	
Deposits	\$149,811.38	
Payables	\$(139,920.18)	
Payroll Deduction	\$(12,054.33)	
Account Ending Balance	\$374,978.70	
Fulton Water Project Fund Account		
Beginning Balance	\$1,109,952.07	
Deposits	\$-	
Payables	\$-	
Interest	\$3,866.64	
Account Ending Balance	\$1,113,818.71	
Fulton Sewer Project Fund Account		
Beginning Balance	\$475,562.94	
Deposits	\$-	
Payables	\$100.73	
Interest	\$332.20	
Account Ending Balance	\$475,794.41	
Fulton Payroll Checking Account		
Beginning Balance	\$1,502.05	
Deposits	\$24,361.78	
Payables - Payroll	\$(23,096.44)	
Payables - Liabilities	\$(584.30)	
Account Ending Balance	\$2,183.09	
TOTAL ALL ACCOUNTS	\$2,530,380.02	
Debt	Current Balance	Total Debt
Water		\$0.00
Sewer		
PennVest Loan-71386-Sewer - Mo. - \$57,545.54 - 2.51%	\$6,147,280.54	\$8,433,582.11
PennVest Loan-27719 - Sewer-Mo . - \$15,541.88 - 1%	\$2,286,301.57	
	All Total Debt	\$8,433,582.11

Office Report
July 15, 2024

Action Items

Purchase order for \$1,600 to Long's Tree Service for tree removal at 2529 Route 22.

General Information

Dave Hanula, with Everlasting Rock and Hennick Construction proposed a 45 dwelling unit along Center St and Poplar St. Hanover Engineering, on behalf of Mr. Hanula are requesting confirmation of public sanitary sewer and public water capacity and service for the project. SESI was asked by the Board to speak with COLA and communicate with Hanover Engineering regarding water capacity.

City of Lebanon Authority approved a temporary allocation above the agreed monthly average of 500,000 gallons per day, by an addition of approximately 200,000 to 250,000 gpd for 24 months.

Would the Board like to issue a letter certifying that capacity is available to receive and treat sewage and that the additional flows will not cause an overload or 5 year projected overload. Confirm adequate water capacity and pressure is available. What is needed to reserve capacity?

Fees - \$500 Base fee, will need execution of a developer's agreement to be reviewed by solicitor, Land Development plan – 2 to 10 acres - \$2,000 fee. (Lot size 2.581 acres) Sketch Plan/Land Development - \$250 fee. Preliminary plan fee for 25-50 units - \$2,250 fee. Final plan fee - \$1,125. Sewer/water tapping fee \$7,500 x 45 = \$337,500 Fire sprinkler?

The owner of 2541 Route 22 contacted the office with a concern that a portion of a tree had fallen at 2529 Route 22 across the creek and the remaining portion of the tree could possibly land on their shed if we would have windy conditions. Operations inspected the tree and concluded that a tree service should be hired to remove the tree. Long's Tree Service was contacted and they were able to give a quote that same day and remove the tree the following afternoon. Attached is a purchase order in the amount of \$1,600 for the work completed.

Our insurance renewed with CUMIS Insurance & EMC at a premium of \$45,400. This premium is \$241 less than previous year. Bowman's is obtaining a quote for cyber liability insurance. A full coverage policy with a \$1,000,000 limit would cost around \$2,000 - \$5,000.

Insurance claim to replace windshield on the 2017 GMC – Insurance paid for repair on 6-10-24.

Pennvest meeting was held on May 30, 2024 at 2 pm. We are targeting for February 5, 2025 application deadline. April 23, 2025 is Pennvest Board meeting date. If manganese level is above .3 level in test wells there may be emerging contaminants grant money available. We have received an email from Mark Billus/ Water Program Specialist with DEP stating that the FSWA would receive capability approval based on our PRS (Priority Rating System) and ETT (Enforcement Tracking Tool) scores. The completed capability review/approval is valid for 12 months from the date of the review.

I have been in contact with Doceo regarding our copier. Our lease is running out in September and we have the option to buy it or continue to lease a copier. I am looking for the Boards opinion on the subject. Buying out our current machine would cost approximately \$1,000 to \$2,000 and save approximately \$2,000 per year. Leasing a new machine would cost approximately \$125 to \$200 per month for 6 years. *No change since last meeting.*

Customer comment log - June

Unresolved Business

In regards to the Cold Springs Rental, Poplar Street townhouse project, the Engineer has approved the plans for both the water and sewer connection, as well as the fire sprinkler system. The Solicitor has completed a Developer's Agreement in the amount of \$5,000.00; 2-19-24 Board approved the Chairman and Secretary to sign the Developer's agreement, when the \$5,000.00 escrow and remaining engineering fees are paid in full, approval to issue a permit for the water and sewer connection as approved by the Engineer, and when the \$5,000.00 escrow and remaining engineering fees are paid in full, approval to issue a permit for the fire sprinkler connection as approved by the Engineer: **3-5-24: W/S connection permit and fire sprinkler connection permits both issued.**

Liens: 121 Third St Fredericksburg – Connie Reigert placed lien 4/2/24. \$300 pymt made 6/14/24. \$443.39 balance due.

113 Hemlock Dr Fredericksburg – Dakota Bryan \$60 pymt 7/9/24. \$1028.38 balance due.

Sheriff Sale: 3-18-24: 18 Kreider Ave.; 4-9-24: Swatara Twp approval received,
Pymt rcvd 5/13/24 for \$200 no pymt for June. Issued letter requesting pymt by 7/26/24 or sheriff sale will proceed.

120 Laurel Dr – Permit issued, waiting for sewer connection inspection request. Property connected and inspected as of 7/2/24

Northern Lebanon gym expansion

Northern Lebanon elementary school sprinkler system: 11-3-23 - sent information form; 1-11-24 – *sent second request. Any reason why we should not be charging fire suppression fee?*

Properties not connected: Schott – 2597 South Pine Grove Street – payment arrangement



Purchase Order

Fredericksburg Sewer & Water Authority

Date: June 27, 2024

P.O. #: 06272024

Customer ID:

Vendor Long's Tree Service

Ship to

Dot Stubblebine

Fredericksburg Sewer & Water Authority

113 East Main Street

Fredericksburg, PA 17026

(717) 865-7452

Myerstown PA 17067

717-866-2323

Shipping Method	Shipping Terms	Delivery Date

Qty	Item #	Description	Job	Unit Price	Line Total
1.00		Remove tree @2529 Route 22		\$ 1,600.00	\$ 1,600.00

Subtotal	\$	1,600.00
Sales Tax		
Total	\$	1,600.00

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
3. Please notify us immediately if you are unable to ship as specified.
4. Send all correspondence to:
Office Manager
PO Box 161
Fredericksburg, PA 17026
(717) 865-7452
(717) 865-0779

Authorized by _____ Date _____

LONG'S TREE SERVICE LLC

5059 School Creek Ln.

Annville, PA 17003

717-867-0400 • 717-566-2929

717-866-2323

PAHIC: 128293

ESTIMATE

Frederick by lawn & water

DATE *6/27/24*

*broken ash tree lying over creek
to grub & cut out creek & chip
all debris - \$1600*

June - Customer Comment Log

Date	Time	Name	Address	Comment	Followup
6/3/2024	8:15	Omayra Galarza	27 Circle Dr	Would like to make pymt arrangements	\$170 for June, July and August
6/4/2024	9:27	Mark Chritzman	8 Fairway Dr	Owner past away. update billing to son	changed billing system
6/5/2024	11:21	Jessikah Heinaman	126 W Main St	water pressure is low, changed filter to see if that would help but it did not	filed a water complaint
6/5/2024	3:30	Midge Webber	120 Second St	needs to update mailing address	updated address on billing system
6/6/2024	9:46	Karen Kunes	31 Weaverland Dr	would like to pay her bill	processed pymt through website
6/6/2024	11:31	John Soliday	120 Elk Dr	needs to update mailing address	updated address on billing system
6/6/2024	1:20	Jason Watson	102 Elm Ave	needs to make a pymt arrangement	Pay \$194 on 6/14/24 and balance on 6/28/24
6/10/2024	1:58	Michael Bixler	296 Mill Rd	question regarding digging a hole in the backyard and marking sewer lines	emailed operations to contact him
6/11/2024	10:45	Tyler Eckenrode	436 Shirksville Rd	when is payment due and amount of payment	provided his info

July 15, 2024 - Operations Report

Items requiring board action

S1. The annual service contract for our Gorman Rupp suction lift pumps is up for renewal. I am seeking Board approval to purchase the service contract for \$2360. This covers the 3 headworks pumps at the Little Swatara Creek Plant and the 2 pumps at the Little Mountain Road Pumpstation. The quote from Envirep is located on pages 3-5 of this report. Also included on pages 6-10 is a checklist that details the work that Envirep will be completing during the service visit. Lastly, a purchase order is included on page 11.

General Information

1. The removal of the decorative fishpond behind the office is complete. The area has been topsoiled and seeded with grass.

General Sewer Information

1. The three WWTP's are all operating well and within permit.
 - **Little Swatara Creek Wastewater Plant** – Plant is running very well. There is not a nutrient tally because not all sample results for June have been received yet. I will include the updated nutrient tally in next month's report.
 - **Monroe Valley Wastewater Plant** - Plant is running very well.
 - **Lickdale Wastewater Plant** - Plant is running very well.
2. Lech Brothers is scheduled to replace the manhole frame at 3050 South Pine Grove Street on Monday, July 15, 2024. Our engineer already applied for a Highway Occupancy Permit [HOP] with PennDOT and the HOP has been received. A copy of the HOP has also been provided to Lech Brothers.
3. As mentioned in my previous report, the motor for Process Blower 5 at the LSC plant was inspected by Burkholder's Motor Repair. They replaced the bearings in the motor and verified that the phase windings in the motor were undamaged. The motor has been reinstalled and the blower and motor are back in service.
4. On July 17-18, 2024, I will be attending the Biological Processes Seminar at Aqua Aerobics.
5. I continue to train the operations staff in the specifics of sewer operations.

General Water Information

1. The water system is running well. Well levels are lower than typical due to the dry weather but are still ample for our normal draw. Our Drought Contingency Plan is up to date and on file at PaDEP.

2. We used the last water meter in our spare parts inventory doing routine replacements. Instead of ordering 4 new complete meter assemblies to restock the inventory as we've done in the past, I ordered 2 complete meter assemblies and 4 new registers. Typically, when a meter fails and requires replacement, its due to the radio transmitter inside the register failing. A complete meter assembly costs \$320 whereas a register alone costs \$270. This will save \$50 per meter changeout and reduce the risk of a leak.
3. The analytical report from the sampling of Wells 7 & 8 has been received from Suburban Testing Labs and was forwarded via email to all Board members, engineers and employees. C.J. Conapitski is updating the hydrogeologic report. On a positive note, there was no detectable levels of PFAS found!
4. The **water loss/unaccounted for water** for the second quarter of 2024 has been calculated. We billed for 96,375,310 gallons. The total water produced by our three wells and added to the Lebanon Interconnect was 103,808,548. This equates to a total water loss of 7.7%. This is slightly higher than normal for our system. I believe there are 2 causes:
 - We did systemwide hydrant flushing on April 7, 2024.
 - USG did washout/disinfection of the East Tank on May 16, 2024 which forced us to waste out some water.
5. The AT&T cellular antenna project at the East Tank is well underway. Completed so far:
 - The old control building has been demolished.
 - The new conduits have been run.
 - The blacktop has been restored.
6. The curb boxes for the townhomes on Claires Way is a poor design. I think it would be a good idea to reach out for quotes to have them changed to standard 3" curb boxes. This would require a contractor to saw cut the sidewalk around each curb box, hydro-excavate down to the valve, and replace the existing box with a more standard type of box and riser. I am afraid if there was an emergency at one of these homes that we wouldn't be able to shut off the water service without shutting the entire neighborhood off. *(Work continues.)*
7. I continue to review design details for the new filtration plant with the vendors and engineers.
8. The Lead & Copper Service Line Inventory required by Pa. DEP is complete. The spreadsheet has been sent to DEP to be updated to the newest version, however it has not been officially submitted. The deadline for this is October 16, 2024. I plan to submit the spreadsheet sometime during the first week of October. *(On hold.)*
9. I continue to train the operations staff in the specifics of water operations.
10. We continue to assist the office staff with meter reads, data logging, etc.



ENVIREP
 3705 Trindle Road
 Camp Hill, PA 17011
 717-761-7884
 www.envirep.com

SERVICE AGREEMENT

7/11/2024

Fredericksburg Sewer & Water Auth.
 PO Box 161
 Fredericksburg, PA 17026
 ATTN: Dusty Keller

Fredericksburg Sewer & Water Auth.
 Service Agreement
 Lebanon, PA

Envirep is pleased to offer this **annual** Service Agreement for the Gorman-Rupp pumping equipment described below. Under the terms of this agreement, Envirep's service technician will visit the pumping station/stations and provide the services included in the attached sample checklist.

Before performing these services, we may visit the site to assess site conditions and equipment access and address specific needs and requirements.

Pricing

Pump Station Description	Pump or Station Serial No.	No. of Pumps	Pump Model	Price Per Visit Annual
Little Mountain Road PS	06-6968-AM-R	2	T4A71S-B	\$2360
Influent Pump Station	13-2992-LE	3	T6A71S-B	

The above price includes travel time, mileage, and labor to perform all "Standard" service items" listed in the attached sample checklist.

This service is limited to only those items listed as "Standard" or "Optional" service items listed in the attached sample checklist. The Customer's personnel shall perform routine operations and maintenance.

The Customer agrees to facilitate access for Envirep's service technician on the scheduled day of service.

Optional Services and Parts on the Date of Service

Optional service items will be completed only at your personnel's direction. If required, replacement parts will be sourced from the Customer's stock or Envirep's mobile service stock during the visit. The Customer will be billed for any additional parts provided during the service. If necessary, Envirep will order the additional parts and schedule an additional site visit for installation.

Scheduling

Upon receipt of this signed Service Agreement, Envirep will coordinate with the Customer to schedule the service. Please allow a minimum of three weeks to schedule a service visit. Depending on equipment location (indoors, outdoors), service may be requested to be scheduled in warmer or cooler months. Before the agreement renewal date, Envirep will contact the Customer to schedule the next service date and inform the Customer of any changes in pricing/procedures.



Written Report

Envirep will provide a written report to the Customer on the condition of the equipment and future maintenance requirements of the equipment after each service.

Safety

The Customer is responsible for ensuring the site's facilities and conditions comply with all health and safety requirements. Envirep service technicians reserve the right to refuse on-site entry or work if there are perceived risks to their health or safety.

Contract Term

Contract pricing is valid until the end of the calendar year of this agreement. At the end of the calendar year, the Customer will be contacted to approve the contract renewal. All labor rates, including standard, discounted, and service agreement rates, are only guaranteed through the end of the current year. Agreements are only valid in the year in which they are signed. Rates and pricing will not carry over to the following calendar year. A new agreement must be signed to continue service.

Envirep reserves the right to refuse a service agreement renewal if the Customer fails to complete the service during the previous agreement.

Please contact me if you have any questions.

Sincerely,

Zach Neely
Envirep
Service Manager

Please provide the customer contact information to schedule service and authorize additional service if needed:

Contact Person _____ Cell Phone No. _____

Telephone No. _____ Email Address _____

Prepared by: Holly Roth (Service Coordinator)
Submitted by: Holly Roth (Service Coordinator)

Date: 7/11/2024
Date: 7/11/2024



TERMS AND CONDITIONS

1. Payment terms are net 30 days from the date of invoice.
2. Pricing is exclusive of applicable taxes and duties.
3. Prices are valid for 90 days from the date of this service agreement.
4. A 4% fee will be applied to all orders paid by credit card.
5. Either party can terminate this service agreement with 30 days written notice.
6. Envirep shall not be liable for consequential damages, including, but not limited to, loss of use, income, profit, or loss of or damage to property arising from the operation, service, installation, repair, or replacement of equipment.
7. The Customer agrees to indemnify, defend, and hold Envirep and its representatives harmless from any damage, loss, cost, or expense (including attorneys' fees) incurred in connection with any claims or damages associated with or arising from the operation service, installation, repair or replacement of the equipment.
8. Envirep agrees to indemnify, defend, and hold the Customer and its representatives harmless from any damage, loss, cost, or expense (including attorneys' fees) incurred in connection with any claims or damages associated with or arising from the operation or maintenance of the equipment.
9. Parts and materials supplied by Envirep, including oil, filters, rags, gloves, etc., will incur additional costs added to the final invoice.
10. If equipment is determined to be in a confined space, additional charges will apply. Entry equipment will be rented, and extra personnel may be required. Charges will vary on a case-by-case basis. The service agreement is subject to credit approval.
11. Additional Labor Rates:
 - Labor to perform "Optional" service items as outlined on the Service Agreement Checklist during the Service Agreement visit, shall be billed at the current discounted hourly service rate.
 - Additional services visits throughout the year will be charged at the current discounted hourly service rate portal to portal.
 - After-hours emergency service will be billed at 1.5 times the current standard hourly service rate portal to portal.
 - Weekend and holiday emergency service rates will be billed at twice the current standard hourly service rate with a 4-hour minimum charge portal to portal.

To accept this offer, please complete the information below, sign where indicated, and return it to Envirep at hroth@envirep.com or fax at 717-737-5817.

Accepted this _____ day of _____, 20__

Buyer: _____ Telephone: _____

By: _____ Email: _____
Authorized Signature

By: _____ Title: _____
Print Name of Authorized Signer Title of Authorized Signer

Bill To Address: _____ Ship To Address: _____



ENVIREP
 3705 Trindle Road
 Camp Hill, PA 17011
 717-761-7884
 www.envirep.com

SERVICE AGREEMENT CHECKLIST
GORMAN-RUPP - SUCTION LIFT

Owner: _____
 Owners Description: _____
 Location: _____
 Date: _____ Pump Station Serial #: _____

CONTACT INFORMATION	Envirep	Customer
Name		
Cell Phone Number		
Email Address		
Office Phone Number	717-761-7884	

EQUIPMENT DESCRIPTION

Manufacturer: _____
 Number of Pumps: _____
 Pump Model Number: _____
 Impeller Material: _____
 Wear Plate Material: _____
 Control Manufacturer: _____
 Starter Type: _____
 Building/Enclosure Type: _____

The following items were performed under this service agreement:

GENERAL

- Update the database registry card if the impeller and wear plate material is different than what was originally provided.
- Verify that the pump nameplate data matches the database registry card.
- Update all customer contacts on Envirep Database (names, phone numbers, email addresses, physical plant address, admin address, etc.)
- Confirm photos of application are on Envirep server
- Visual inspection of exterior and interior of the pumping station and equipment
- Pump wet well down to check condition of wet well (if applicable)
- Confirm there are no openings between wet well and pump room that will allow sewer gas from wet well to enter pump room
- Clean pump station to best of service tech's ability
- Inspect/change wet well aeration inlet filter if applicable



Owner
 Project
 Location

PUMPS

- Check pump operation for excessive noise or vibration
- Change oil in seal cavity and bearing cavity
- Adjust clearance between impeller and wear plate
- Inspect pump interior if needed, check condition of impellers and wear plates
- Compare pump speed to startup data
- Verify suction flap valve is operating properly
- Compare suction and discharge gauge readings to startup data
- Perform shutoff head test and record results
- Check operation of high temperature sensors
- Record force main static gauge reading and compare to equipment startup report data (NCP = no connection point)

ENCLOSURE/BUILDING

- Check entrance doors, weather stripping and latches
- Check heater and thermostat
- Check vent fan and thermostat operation
- Adjust thermostatically controlled intake and exhaust louvers if needed
- Check operation of exterior and interior lighting
- Check operation of emergency lighting
- Check operation of sump pump

MOTORS AND DRIVES

- Check motor operation for excessive noise or vibration
- Grease motor bearings (if applicable)
- Check alignment of v-belt drive sheaves and adjust (if applicable)
- Check condition of belts and adjust belt tension

VALVES

- Lubricate and inspect air release valves
- Confirm ARV discharge pipe is unclogged
- Exercise shutoff valves
- Confirm proper check valve operation, clean if needed



Owner
Project
Location

CONTROLS

Check operation of control panel components including HOA switches, elapsed time meters, and lights

Replace filter on air pumps and exercise standby air pump

Check Humidisorb moisture & corrosion packet - recommend replacement if over 10 years old

If panel has VFD's or SMC's confirm exhaust fan operation and clean/replace filters

Check level control operation

Check level control settings

Check pump lead/lag operation

Verify backup float system is operating properly

Test high water alarm and high pump temp alarms

Verify alarms are functional and calls are received by customer's alarm system

Test dry well flood alarm (if applicable)

****REMOVE THIS SECTION IF THERE IS NO AUTOSTART

AUTOSTART

Check, align and adjust v-belt drive and check clutch for proper operation

Change engine oil and filter and inspect air filter

Grease centrifugal clutch and carrier bearing

Load test battery & test battery charger

Inspect and clean battery terminals

Simulate power failure and exercise engine

Check operation of safety shutoff valve and louvers

Confirm DC air pump is operating properly

Record exercise timer on setting

Record exercise timer off setting

Record what day of the week engine exercises, abbreviate

****Customer will be charged for additional parts used during optional services listed below unless parts are provided by the customer beforehand****

OPTIONAL ITEMS

Install new impeller and/or wearplate

Replace suction flap valve

Perform drawdown test to determine pumping rate



Owner
Project
Location

- Replace mechanical seal and pressure check
- Install new belts and/or sheaves
- Rebuild automatic air release valve
- Repair/rebuild air pumps
- Install replacement air pump
- Install replacement air pump in-line check valve
- Replace defective float (low, lead, lag, high, high-high)

RECORDINGS	Pump #1	Pump #2	Pump #3	Pump #4
Pump Serial Number				
Pump Speed, RPM				
Suction Gauge, FT				
Discharge Gauge, FT				
SH Suction Gauge, FT				
SH Discharge Gauge, FT				
Elapsed Time Meter, Hrs.				
Avg Flow Meter, GPM				
Force Main Static Gauge Reading, FT				

****REMOVE THIS SECTION IF THERE IS NO OMNISITE

OMNISITE PROGRAMMING

Model:

Unit/Serial Number:

Pump 1 Max GPM (x 1.25)	
Pump 2 Max GPM (x 1.25)	
Pump 3 Max GPM (x 1.25)	
Wet Well Shape	Cylinder or Rectangle
Decimal Position	(always set to tenths)
Stop-Lead (Lead Pump Operating Range)	
Wet Well Diameter (If Cylinder)	
Wet Well Length (If Rectangle)	
Wet Well Width (If Rectangle)	
Lead Volume (Gallons)	



Owner
 Project
 Location

Crystal Ball Analog Inputs

	Analog #1	Analog #2	Analog #3	Analog #4
Dec Pos.				
Scaling 4ma				
Scaling 20ma				
Low Alarm Set				
High Alarm Set				
Dead Band				
Alarm Delay				
Output Control / Report Value				

Verify that all OmniSite critical alarms such as primary power, battery status, signal strength, and communication check are set to alarm
 Verify that callout list contains all three medium notification types (call, email, txt)
 Verify that communication check is set to alarm after 30 hours

ADDITIONAL ITEMS USED DURING SERVICE:

COMMENTS AND RECOMMENDATIONS TO IMPROVE EFFICIENCY, PERFORMANCE, SAFETY, AND RELIABILITY:

1. Service performed by: , Service Technician
 Envirep, Inc.
 717-761-7884
 Email:



Purchase Order

Fredericksburg Sewer & Water Authority

Date: 07/11/2024
 P.O. #: 429.281/429.285_Envirep_0711202
 Customer ID: FREDERICKSBURGSEWER

Vendor	Envirep, Inc. 3705 Trindle Road Camp Hill, PA 17011 (717) 761-7884	Fredericksburg Sewer & Water Authority 113 East Main Street P.O. Box 161 Fredericksburg, PA 17026 (717) 865-0774
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Shipping Method	Shipping Terms	Delivery Date
NA	NA	NA

Qty	Item #	Description	Job	Unit Price	Line Total
1.00		Annual Service Contract for Gorman Rupp Pumpstations	429.281 / 429.285	\$ 2,360.00	2,360.00

- 1. Please send two copies of your invoice.
- 2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
- 3. Please notify us immediately if you are unable to ship as specified.
- 4. Send all correspondence to:

Office Manager
 PO Box 161
 Fredericksburg, PA 17026
 (717) 865-7452
 (717) 865-0779

Subtotal	\$	2,360.00
Sales Tax		
Total	\$	2,360.00

 Authorized by Date

FREDERICKSBURG SEWER & WATER AUTHORITY
Steckbeck Engineering - Project Status Reports
July 15, 2024

ENGINEERING ITEMS REQUIRING BOARD ACTION:

- Due to the delay in getting the well tests performed, receiving the lab test results, having Dutchland generate the preliminary design, and upgrading the application to the new DEP modules, we are asking that the Chairman sign and notarize a new application page.

GENERAL / ADMINISTRATIVE:

- SESI continues to assist the Administrative and Operation Staffs with technical issues as requested.

FREDERICKSBURG WWTP OPERATIONS SUPPORT:

- We routinely review the monthly Commercial Sewer User O&M Charges for anomalies.

MONROE VALLEY WWTP OPERATIONS SUPPORT:

- No issues currently.

WATER SYSTEM OPERATIONS SUPPORT:

- AT&T antenna installation on water tank: We reviewed and approved the recent design drawings from AT&T and forwarded them to.

WATER SYSTEM IMPROVEMENTS – MANGANESE FILTRATION FACILITY

- The new source pumping and sampling for the laboratory analysis of all wells was completed in late May. Lab testing was complete, and the results were very good. No additional treatment for PFAS and PFOA is required.
- We are working with the hydrogeologist to complete the upgraded Module 3A – Groundwater modules for wells 7 & 8. He will have to sign and seal them in the application.
- SESI has reviewed and approved several submittals for the Hungerford & Terry filters. We receive progress reports and pictures from the factory.
- Design of the filtration plant ancillary facilities building, and electrical controls continues, intermittently as we await submittal of the DEP permit application.
- The DEP permit application will be submitted as soon as we integrate the lab results, receive the Dutchland preliminary design (anticipated before the meeting), revise the application to include the recently upgraded DEP modules, and receipt of hydrogeologist Conapitski's updated hydro-geologic report.

MISCELLANEOUS

- No issues currently.

Respectfully Submitted by:
SESI – Jeff Steckbeck and Paul Lutzkanin

From: Tony F <tony@ajflaw.net>
Sent: Thursday, July 11, 2024 12:52 PM
To: Dustin Keller; Jeff Steckbeck; Dot Stubblebine; Paul Lutzkanin; Dale Bevans (jdbevans@comcast.net); Bevans, Dale A CTR NG PAARNG (USA); Rick Rudy (ljrr@comcast.net); Kevin Helms (kdhelms62@gmail.com); Tom Demler (twcsdemler@comcast.net); Scott Gettle; randysattazahn@gmail.com
Cc: Trish Gerdes; Roger Bollinger; Marty Uber
Subject: RE: July 15, 2024 - Operations Report

Legal has no action items.