

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
January 20, 2025

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

ROLL CALL

Dale Bevans, Rick Rudy, Kevin Helms, Scott Gettle, Randy Sattazahn and Tom Demler of the Board were present. Jeffrey Steckbeck, Eric Gibson, Dustin Keller and Dot Stubblebine were also present.

COMMENTS/COMPLAINTS

Mike Bracrella presented an update on Firemen's Park, Cook Plant (RTE), Transportation Center, pipeline water transfer from Plant one to Plant three.

ELECTION OF OFFICERS

Mr. Bevans made a motion to have the current positions be retained for 2025. Mr. Sattazahn seconded the motion and the Board voted in favor of the motion.

Chairman – Dale Bevans, Vice-Chairman – Scott Gettle, Treasurer/Secretary – Dot Stubblebine, Operations Committee- Tom Demler, Scott Gettle, Budget Committee – Kevin Helms, Randy Sattazahn.

MEETING MINUTES

Mr. Rudy made a motion to accept the meeting minutes for the December 16, 2024. Mr. Helms seconded the motion and the meeting minutes were accepted by the Board without objection.

TREASURER'S REPORT

Bills Payables - The payables for December 17, 2024 through January 16, 2025 were presented to the Board for approval to be paid in the amount of \$134,736.34 from the Sewer Fund and \$159,296.66 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. Rudy seconded the motion and the Board voted for the acceptance of the financial statement as presented, pending audit.

OFFICE REPORT

Mr. Rudy made a motion to authorize the Chairman to sign the Written Certification, proposed for use by the Preliminary/Final Land Development Plan (R.T.E. Facility) for Bell and Evans Realty II, LLC to receive/treat 250 gpd. Mr. Sattazahn seconded the motion and the Board voted if favor of the motion.

Mr. Sattazahn made a motion to authorize the Chairman to sign the Applicant's Authorization for Agent to apply for Highway Occupancy Permit to authorize SESI, Inc to apply for the permit in regards to the Bell and Evans Realty II, LLC R.T.E facility.

Mr. Bevans made a motion authorize the solicitor to draft an amendment to the master water service agreement for Bell and Evans stating if the pipeline serves Plant 3 then Bell and Evans may use the 60,000 gpd for the RTE Facility without having to buy COLA capacity. If the new pipeline is not constructed Bell and Evans would have to purchase capacity from COLA and FSWA. Mr. Sattazahn seconded the motion and the Board voted in favor of the motion.

Statement of Financial Interests for 2024 were distributed to be completed.

OPERATION'S REPORT

Mr. Gettle made a motion to renew the basic support of the Ignition Standard software with Inductive Automation for the SCADA system for one year at a cost of \$4,812. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mr. Gettle made a motion to purchase two (2) Ebara Fluid Handling 4 stage pumps from Envirep at a cost of \$5,805. Mr. Demler seconded the motion and the Board voted in favor of the motion.

The annual Form 26R has been completed and submitted to DEP and the Greater Lebanon Refuse Authority.

The annual Tier II Chemical Inventory Report has been completed and submitted to PaDOLI and to the Fredericksburg Fire Dept.

The annual Chapter 110 reports have been completed and submitted to DEP.

ENGINEER'S REPORT

Completing the Chapter 94 reports for the two WWTP due in March.

Working with Solicitor to prepare easements for the water line extensions not on public roads.

Discussed if the Board would like to consider an updated sewer tapping fee study, but only if the Board is interested in increasing the current rate.

Mr. Rudy made a motion to keep our sewer and water tapping rates at the present amount. Mr. Helms seconded the motion and the Board voted in favor.

SOLICITOR'S REPORT

Provided recommendations to the FSWA Employee handbook regarding Professional Licenses.

OLD BUSINESS

Thank you extended for the Holiday party to attendees and Professional Staff.

NEW BUSINESS

None.

COMMITTEE REPORTS

Budget Committee

None

Building Committee

Apartment shower diverter was replaced by AC Plumbing.

Operations Committee

None

Personnel Committee

None

COMMENTS/COMPLAINTS

None

ADJOURNMENT

Mr. Rudy made a motion to adjourn the meeting. Mr. Helms 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**