

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 1, 2010

The March 1, 2010 meeting was called to order by Chairman, Jim Heisey. Roll call was taken by Secretary, Lorrie Wright. Those in attendance were Jim Heisey, Rick Rudy, Bob Webber, Leonard Snaveley, Dale Bevans, and Kevin Organtini. Also in attendance were Tony Fitzgibbons, Scott Lutz, Paul Lutzkanin, Jeff Steckbeck, and Lorrie Wright.

COMMENTS/COMPLAINTS

MEETING MINUTES

The February 15, 2010 meeting minutes were approved without objection.

Mr. Rudy requested that a draft copy of the minutes be emailed to all board members prior to a meeting.

TREASURER'S REPORT

Bills Payables – Bob Webber made a motion to approve payment of the Fredericksburg Sewer Payables in the amount of \$17,090.54, the Fredericksburg Water Payables in the amount of \$42,855.69, and the Monroe Valley Sewer Payables in the amount of \$948.24. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

Financial Statement – Dale Bevans made a motion to approve the financial statement as submitted. Kevin Organtini seconded the motion. All voted in favor and the motion carried.

Mr. Rudy would like information regarding the water tower electric consumption.

ENGINEER'S REPORT

General/Administrative – Engineering continues to support the Administrative staff as requested. Standard details were provided for handout to plumbers/contractors/homeowners and also provided approved plans for Phase IV-Horizen Drive in Mtn Stream village.

Mr. Steckbeck stated that he would work with the secretary to go over the reimbursement application for the first round of the H2O money.

Fredericksburg / Monroe Valley Chapter 94 Reports – The Chapter 94 reports have been completed and were presented to the Board for review and approval. The Board will review and suggest any necessary revisions in time for the next meeting.

Poultry Plant SCADA Interface – Mr. Steckbeck provided an update on the Allied quotes for the SCADA interface which will provide usage patterns for all large volume consumers. The Board discussed provisions in the agreements with the 3 chicken plants. Agreements with Farmers Pride and BC Natural contain provisions where the Authority has the right to require them to install special meters and the SCADA interface, however the Hain Pure Protein agreement does

not include that provision. The Board discussed funding the chicken plants but tabled the matter in order for the Budget Committee to meet and determine the availability of funds. Engineering will draft a letter to Farmers Pride and BC Natural informing them of what they are obligated to do according to their agreements. A similar letter will be sent to Hain Pure Protein.

WWTP Design – A meeting was held with the Operations Committee to confirm the treatment plant layout and hydraulic profile which form the basis of the final design. This is required in order to prepare an updated cost estimate to insert into the Act 537 plan. An updated cost estimate for the construction of the WWTP will be finalized in the next week. This will necessitate re-advertisement of the Act 537 Plan for another 30 day public comment period.

New 1 Mil Gal Tank – A meeting with the Operations Committee was also held to review the design of the Isolation Valve pit at the intersection of Route 22 and Legionaire Drive. Construction of the proposed 1 million gallon elevated storage tank at the Farmers Pride site will create the need for 2 pressure zones in the water system. An Isolation Valve pit is proposed to be installed at Route 22 and Legionaire Drive. Base design of the Isolation Valve pit is a simple SCADA controlled butterfly valve. A bid alternate design adds a backup water path containing a pressure reduction/sustaining valve. The Board approved the base design and the bid alternate design. The Board also authorized the engineer to submit comments and drawings to the DEP to reactivate the permit process.

FSWA Water System Operations Support – Engineering is working with Jon Beers of the City of Lebanon to develop consistent sprinkler requirements to comply with the new building code mandate. Mr. Steckbeck is hopeful that he along with Mr. Beers will be able to provide a detail to the Board for approval at a future meeting.

Water System Improvements – Engineering is working with the solicitor to obtain financing quotes for the non grant portion of the tank project.

SOLICITOR'S REPORT

Hillwood – Mr. Fitzgibbons presented the Board with a letter from Hillwood confirming they have suspended their project indefinitely and relinquish their rights to any capacity that may have been reserved for the project. Bob Webber made a motion to acknowledge Hillwood's offer to cancel their contract and revoke the EDU's allocated. Kevin Organtini seconded the motion. All voted in favor and the motion carried. The Board instructed the secretary to identify all costs associated with the project and invoice Hillwood.

L&L Pig Property – The solicitor is waiting to hear from Nelson Ebersole as to the status of the appraisal.

Water Tank Quotes – The solicitor sent emails and financial data consisting of the 2006, 2007, and 2008 financial statements to FNB of Fredericksburg, Fulton, Jonestown Bank, Graystone, and Northwest. He expects to have responses in time for the April 5th meeting.

Monroe Valley Liens – Liens were filed against the delinquent sewer usage accounts in Monroe Valley. A detailed list is provided under the Office Manager's Report. Also discussed were the customers that have not obtained permits

and/or connected. The Board instructed the solicitor to actively pursue those accounts. Those accounts are provided under the Office Manager's Report. **Oak Ridge** – Mr. Fitzgibbons reported that Dale Yingst would be willing to purchase a meter, parts to install the meter and sign an indemnity agreement if the Authority would do the installation. The Solicitor will send a letter to Mr. Yingst stating that he needs to submit a check for payment of the meters and any other parts necessary to do the installation. Mr. Yingst will also be required to sign an agreement stating that if the Authority does the installation then Oak Ridge will accept the installation. The Board instructed the staff to order the meters and to contact three plumbers to provide quotes to perform the installation.

OFFICE MANAGER'S REPORT

Monroe Valley Delinquent Accounts – Liens were filed against the following delinquent sewer usage account:

Michael Gristick, 112 Second St., \$1,063.50
Ronald Stroup, 111 Third St., \$1,244.00
Travis Alexander, 132 Laurel Dr., \$1,966.50
Willard Frederick, 647 Monroe Valley Dr., \$1082.00
Mary Marks, 217 Monroe Valley Dr., \$681.00
Mary Marks, 6 Schoolhouse Lane, \$462.00
Jared Zombro, 107 Hemlock Dr., \$587.10
Randy Kreiser, 113 Second St., \$893.00
Chris Fawber, 548 Camp Strause Rd., \$1,537.25

Daniel Lineaweaver, Spruce and Hemlock, and William Eckenroth, 113 Laurel Dr., have completed all the necessary paperwork with the township and are actively doing what is necessary to connect to the sanitary sewer system.

The following accounts still have not connected:

Laura Shirey, 144 Lakeside Dr., - her son will be doing the work for he in the spring.

Travis Alexander, 132 Laurel Dr., - requested and was granted an extension until December 31, 2009 but has not complied.

Cheryl Bentz/Tim Quarry/Jill Quarry, 140 Lakeside Dr., - Tim Quarry contacted the office regarding the outstanding sewer usage amount but would not discuss the sewer connection issue.

The Board instructed the solicitor to aggressively pursue Alexander and Bentz/Quarry and file the necessary legal paperwork.

Blair, 72 Fairway Dr., - information was provided to Highland Realty Group who is planning to list this property within the week. Household Bank owns the property. The secretary and solicitor will work together on delinquent permits/promissory notes.

Bolt Engineering – A letter was received from Bolt Engineering requesting an amended bond reduction from \$18,246.80 to \$4,537.02. Rick Rudy made a motion to accept Mr. Bolt's recommendation to reduce Kreiser Construction's bond to \$4,537.02 and return \$13,709.78 to Kreiser Construction. Dale Bevans seconded the motion. All voted in favor and the motion carried.

Hillwood Property – The Board was notified that the office received a call from William Locke, who expressed interest in the Hillwood property. Mr. Locke is trying to get in contact with Paul Kilar but has had no success.

Rapid Response System – Jonathan Greiner will be at our March 15th meeting to give a presentation on the public notification system.

Pa Rural Water also offers a notification system called Swift 911. The Secretary contacted them via email but has had no response yet.

Capital Region Water Board – The CRWB submitted a request for the Authority to become a member in helping to plan and manage the water resources in our region. There is an annual membership fee of \$100.00. The Board requested more literature before making a decision.

Oak Ridge – An estimated bill will be sent to Oak Ridge due to the operations staff not being able to access the meter because of the snow.

Office Equipment – The Board instructed the secretary to advertise any unused items for sale. Sealed bids will be accepted at the April 5th, 2010 meeting. Minimum bids will start with the cost of advertising.

OPERATOR'S REPORT

Monroe Valley Sewer – UV bulbs were cleaned and UV pit was washed. The D.O. / Ph unit was ordered and received.

Fredericksburg Water System – Mixed and changed Orthophosphate drums at the wells.

Fluoride was added to mix tank.

Kohl Bros. changed the seal in the large pump in the booster system.

Fredericksburg Sewer System – Tanks were washed.

Sludge was hauled.

Polymer tank was cleaned.

Parts were ordered for the return pump in the basement.

Misc. – Three inspections were performed. The Board instructed the operations staff to use the digital camera when doing inspections.

OLD BUSINESS

Private Parking Sign – Pat Rentschler did not like the idea of a Private Parking sign on her lot behind the office building. She felt it might upset her other tenants or neighbors.

Mr. Rudy asked why the road leading up to well 6 is not plowed. Scott Lutz stated that he thought it was plowed. He also stated that normally when they do their rounds the staff uses the Ranger. In order to plow the road they would have to make a separate trip back there to plow. The Board suggested plowing it in the future.

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee – A meeting was tentatively set for Monday, March 15th in the morning. A time will be set via email.

COMMENTS/COMPLAINTS

Mr. Rudy and Mr. Fitzgibbons stated they would not be attending the March 15th meeting.

ADJOURNMENT

A motion to adjourn the meeting was made by Dale Bevans and seconded by Bob Webber. All voted in favor and the meeting was adjourned.

Respectfully submitted,

**Lorrie Wright,
Secretary/Treasurer**