

**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**MEETING MINUTES**  
**May 18, 2015**

Chairman Jim Heisey called the meeting to order at 6:30 PM.

**ROLL CALL** Roll call was taken by Secretary Jon Kees. Ron Thompson, Jim Heisey, Tom Demler, Kevin Helms and Rick Rudy of the Board were present. Jeff Steckbeck, Tony Fitzgibbons, Kevin Snader and Jon Kees were also present. Board Member Dale Bevans was unable to attend the meeting.

**COMMENTS/COMPLAINTS**

**William Eckenroth:** Mr. Eckenroth questioned the Board as to what could be done to not be billed on his property at 117 Laurel Drive. Due to not meeting certain codes, the building that is on the property is not habitable, but is connected to the sewer system. Mr. Fitzgibbons explained that Mr. Eckenroth would have to acquire a demolition permit to take down the current building, and the township will have to determine if it can be removed from service. The Authority will not be able to discontinue billing until that is complete.

**Wilmer Weaver:** Mr. Weaver questioned on how the debt service was calculated. Mr. Heisey explained that the Authority changed the calculations for EDUs, which were what determined the debt service charges. Mr. Weaver explained that the hot water heater broke at some point in 2014 and that he has two families living at the property located on 4 Township Line Drive. Because of the unreported usage due to the leak, the debt service and EDU charge went up accordingly. The Board decided to reduce the bill by one EDU, which Mr. Weaver was accepting. Mr. Kees will work with Kathy Gamble on reducing the bill by one EDU.

**MEETING MINUTES** The meeting minutes from May 4th were presented, and adopted by the Board without revisions.

**TREASURER'S REPORT**

**Bills Payables** - The payables were presented to the Board for approval to be paid in the amounts of \$26,036.90 from the Water Fund, \$23,022.24 from the Sewer Fund. Mr. Thompson made a motion to pay the bills as presented. 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. Helms made a motion to accept the financial statement, pending audit. Mr. Demler seconded the motion and the Board voted for the acceptance of the financial statement as presented.

**OFFICE MANAGER'S REPORT** - Mr. Kees informed the Board that Joanna Crane came in to pay her tapping fee in full. Dale Richards submitted a drawing

for a store expansion to the Board and wanted to know if he was going to be required to hook up to the Authority sewer system. The Board discussed how the Authority came to the decision for his building in previous years. The Authority will not make a decision without doing some research. Mr. Fitzgibbons will look into what agreements were recorded to aid in the research process. The Board will come to a decision at the first meeting in June regarding this matter. The office received a new hand held for meter readings from Neptune. The Cleaning Lady will start on Thursday of this week. The tapping fee and single audit took place last week. The Authority will re-advertise office equipment for bid since there were no bids at the last meeting.

**OPERATION MANAGER'S REPORT** – Mr. Snader informed the Board that he has located all of the manholes and marked as needed in the Fredericksburg sewer area. The same procedure will take place for the Monroe Valley as time and manpower permits. Locating and marking will aid in emergencies and I&I detection. Mr. Snader reported on Martha Moran, and he suggested a solution to resolving this issue. Mr. Snader would like to pressure test the lines, with the Authority hiring a plumber to do the work. If the pressure testing reveals no issues, the Authority will remove the I&I fee and pay for the plumber. If the test reveals a leak, than the I&I fee will stand, and Ms. Moran will pay for the plumber and the pressure test. The Board agreed it was a reasonable option and Mr. Snader was given permission to proceed with the proposal. The Operations Staff will be installing new water meters with the Office Staff setting up appointments for the customers in Fredericksburg. Mr. Snader placed the applications in order of how he would want to interview for them for the advertised positions available. The Board will appoint a committee to assist in interviews with Mr. Snader. Mr. Demler, who will be available during the evenings, and Mr. Heisey will be on the committee. Mr. Thompson will serve as an alternate if need be. The new truck will arrive on Tuesday of this week. Hoffer Paving will start road repairs on Tuesday of this week as well.

**ENGINEER'S REPORT** – Mr. Steckbeck informed the Board that the PennVest system has an IT problem, and a work order is in to resolve the issue. Because of this, the Change Orders have not been finalized. Joao & Bradley will be mobilizing to lower the laterals for Jerry Wolfe and his neighbor. In regards to the notice of violation, Joao & Bradley has opted to restore the site to the original slope and grade per the approved Erosion and Sediment Control Plan. Paul Lutzkanin attended the Bethel Township Supervisors meeting to provide information regarding the hydraulic loading of the Little Swatara Creek Waste Water Treatment Plant in regards to the Hain Pure Protein plans to connect the former Purdue plant, and possibly their main facility. The Supervisors gave the “okay” to allow Hain to utilize the public sewer. SESI is now in the process of preparing budgetary estimates for the addition to the SBR basin, upgrade of the pumps at the East Main Street Pump Station and submission of a Sewer Planning Module to assist in the decision making process.

The booster pump project for the Esther's Project may be delayed due to equipment deliveries. Wetlands delineation was completed last week and the surveyors are shooting in the flags. US Realty opened bids from utility contractors and anticipates award of the contract this month, with construction of the new water mains and sewer connection over the summer. Mr. Steckbeck has reviewed the cost estimate and has disapproved the first submission due to suspicious unbalancing of the Mill Road pipe, which triggers the water tapping fee credit established in the Development Agreement. Mr. Steckbeck was looking for a motion to allow the pipe to be switched from an 8" to a 12". Mr. Rudy made that motion, with Mr. Demler seconding the motion. The Board voted unanimously for the motion to be carried.

**SOLICITOR'S REPORT** – Mr. Fitzgibbons informed the Board that he was contacted by Fulton Bank in regards to a Letter of Credit the Authority has for Isaac Martin and the Mountain Stream Village. The amount of the LOC is \$115,550. Mr. Fitzgibbons requested a motion to reduce the LOC to \$5,000, as well as to send out an invoice for all the work and services performed on the Mountain Stream Village that have not been covered by Mr. Martin. Mr. Thompson made a motion to decrease the LOC to \$5,000, as well as send an invoice for the uncovered expenses. Mr. Demler seconded the motion, and the Board voted unanimously for the motion to be carried. Mr. Fitzgibbons informed the Board that he received the signed developer's agreement, right of way agreement and a check from Lloyd Halteman regarding the sewer connection for Weaver Trucking.

In regards to the possible purchase of capacity by Hain in the plant, Mr. Fitzgibbons contacted Patrick Kreiser regarding the possible development of the Maulfair Farm. Mr. Kreiser informed Mr. Fitzgibbons that the farm is nowhere near development. Mr. Fitzgibbons explained that if he were to later purchase capacity for a development they would have to pay for a plant expansion. Mr. Kreiser understood the situation and informed Mr. Fitzgibbons to do what he needed to do. The Board requested Mr. Fitzgibbons to work on a negotiation with Hain for capacity purchase, and to find out how much capacity they will purchase, and if they will pay for the possible plant expansion.

**OLD BUSINESS** – Mr. Heisey has not been successful in contacting Mike Saphora in response to the written letter addressing the Board. Mr. Heisey will circulate a response letter for the Board to comment on before mailing it to Mr. Saphora.

**NEW BUSINESS** – None

### **COMMITTEE REPORTS**

**Budget Committee** – The Budget Committee examined the numbers for a higher starting pay rate for the two Operations employees and the budget is within reasonable limits.

**Operations Committee – None**

**Building Committee – None**

**ADJOURNMENT** Mr. Rudy made a motion to adjourn the meeting. Mr. Helms seconded the motion and the meeting was adjourned at 7:55 PM.

**Respectfully submitted,  
Jonathon Kees  
Secretary/Treasurer**