

**FREDERICKSBURG SEWER AND WATER AUTHORITY  
MEETING AGENDA  
February 6, 2023**

**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](http://www.fswaonline.net)

**OPERATION'S REPORT**

See Operation's Reports action items at [www.fswaonline.net](http://www.fswaonline.net)

**ENGINEER'S REPORT**

See Engineer's Report action items at [www.fswaonline.net](http://www.fswaonline.net)

**SOLICITOR'S REPORT**

See Solicitor's Report action items at [www.fswaonline.net](http://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**  
**January 16, 2023**

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

**ROLL CALL**

Rick Rudy, Kevin Helms, Bev Martel, Dale Bevans, Scott Gettle and Tom Demler of the Board were present. Tony Fitzgibbons, Paul Lutzkanin, Dustin Keller and Lori Poorman were also present.

**COMMENTS/COMPLAINTS**

Mrs. Martel made a motion to give a \$50.00 sewer credit to the property at 3053 S. Pine Grove Street due to a water leak which did not go into the sewer system. Mr. Demler seconded the motion and the Board voted in favor of the motion.

**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 for December 17<sup>th</sup> through January 16<sup>th</sup> were presented to the Board for approval to be paid in the amounts of \$174,372.10 from the Sewer Fund and \$123,265.13 from the Water Fund. Mr. Demler made a motion to pay the bills as presented in the payable's reports. 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. Mrs. Martel 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 MANAGER'S REPORT**

Mrs. Martel made a motion to accept the proposed lowering of two letters of credit for Bell & Evans. Mr. Demler seconded the motion and the Board voted in favor of the motion.

Mrs. Martel made a motion to approve making an extra loan payment on Fulton sewer loan #9003 in the amount of \$50,000 for the month of February. Mr. Helms seconded the motion and voted in favor of the motion.

**OPERATION'S REPORT**

The Operation's Department had no action items.

**ENGINEER'S REPORT**

Mr. Demler made a motion to authorize Steckbeck Engineering to research and propose a rate resolution for the O&M surcharge. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

**SOLICITOR'S REPORT**

Mrs. Martel made a motion to accept Resolution 2023-01-16 with discussed changes. Mr. Gettle seconded the motion and the Board voted in favor of the motion.

**OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **COMMITTEE REPORTS**

#### **Budget Committee**

None

#### **Building Committee**

Mr. Bevans requested that the Operations Department replace the window screens on the office building that are damaged.

#### **Operations Committee**

None

#### **Personnel Committee**

None

### **COMMENTS/COMPLAINTS**

None

### **ADJOURNMENT**

Mr. Bevans accepted a motion from Mr. Rudy to adjourn the meeting. Mr. Helms seconded the motion and the Board voted in favor of the motion.

The meeting adjourned at 7:27 pm

**Respectfully submitted,**

**Lori A. Poorman**

**Office Manager/Secretary/Treasurer**

# Check Detail - Sewer Fund January 17 - 31, 2023

Type	Num	Date	Name	Account	Paid Amount
Check	EFT	01/25/2023	UGI Utilities Inc.	100.06 · FULTON SEWER CHECKING 429.366 · 100 101 080 313-office	-15.80
Check	EFT	01/31/2023	Comcast	100.06 · FULTON SEWER CHECKING 429.325 · Operations Internet & Phone	-177.01
General Journal	5228	01/23/2023		100.06 · FULTON SEWER CHECKING 429.12 · Salaries - Board Of Directors 429.14 · Salaries - Staff 481.161 · Fica 481.163 · Medicare 481.165 · PMAA UC Fund 429.151 · Health	-125.00 -6,486.48 -402.79 -94.23 -173.78 64.28
TOTAL					-7,218.00
Bill Pmt -Check	7776	01/26/2023	Capital Blue Cross	100.06 · FULTON SEWER CHECKING 429.151 · Health	-2,983.99
Bill	2301600000241	01/17/2023			
Bill Pmt -Check	7777	01/26/2023	Docco	100.06 · FULTON SEWER CHECKING 429.212 · Office Equipment Maint & Repair	-24.11
Bill	269927	01/13/2023			
Bill Pmt -Check	7778	01/26/2023	Guardian	100.06 · FULTON SEWER CHECKING 429.154 · Life and STD	-67.96
Bill	00 775223	01/17/2023			
Bill Pmt -Check	7779	01/31/2023	Amazon Capital Services	100.06 · FULTON SEWER CHECKING 429.283 · Richard Hills Pump Station	-67.04
Bill	1TL1-4W93-9XQT	01/10/2023			
Bill	1CMQ-P914-4K3H	01/16/2023		429.225 · Other Supplies	-7.50
Bill	11Q9-KKM7-4GRH	01/16/2023		429.225 · Other Supplies	-59.49
Bill	1VFN-H469-161P	01/23/2023		429.19 · CORP. BUILDING-Repair & Maint.	-21.79
Bill	1DX1-FVLP-1FK7	01/24/2023		429.287 · Monroe Valley WWTP	-19.98
TOTAL					-175.80
Bill Pmt -Check	7780	01/31/2023	Bethel Township	100.06 · FULTON SEWER CHECKING 429.332 · Fuel	-788.96
Bill	4562	01/17/2023			
Bill Pmt -Check	7781	01/31/2023	Dempsey Uniform & Linen Supply	100.06 · FULTON SEWER CHECKING 429.224 · Uniform Expense	-29.55
Bill	17953185	01/16/2023		429.224 · Uniform Expense	-29.55
Bill	17960243	01/23/2023			
TOTAL					-59.10
Bill Pmt -Check	7782	01/31/2023	Dustin Keller	100.06 · FULTON SEWER CHECKING 429.153 · Dental HRA	-206.13
Bill	dental	01/20/2023			
Bill Pmt -Check	7783	01/31/2023	Home Depot Credit Services	100.06 · FULTON SEWER CHECKING 429.225 · Other Supplies	-379.95
Bill	xxxx xxxx xxxx 8084	12/28/2022			



# Check Detail - Sewer Fund January 17 - 31, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7784	01/31/2023	J.C. Ehrlich Inc.	100.06 · FULTON SEWER CHECKING	
Bill	360173050	01/26/2023		429.252 · Contracted Svc.-Ehrlich, garba	-38.69
Bill Pmt -Check	7785	01/31/2023	Jonestown Ag Supply	100.06 · FULTON SEWER CHECKING	
Bill	1411911	12/01/2022		429.225 · Other Supplies	-34.36
Bill	1415797	01/03/2023		429.225 · Other Supplies	-28.11
Bill	1715953	01/04/2023		429.225 · Other Supplies	-59.59
Bill	1416101	01/05/2023		429.225 · Other Supplies	-120.57
Bill	1416502	01/09/2023		429.26 · SMALL TOOLS & MINOR EQUIPMENT	-13.38
Bill	1416539	01/09/2023		429.26 · SMALL TOOLS & MINOR EQUIPMENT	-11.49
Bill	1416909	01/12/2023		429.224 · Uniform Expense	-67.12
Bill	1417321	01/16/2023		429.225 · Other Supplies	-6.85
Bill	1417447	01/17/2023		429.225 · Other Supplies	-15.96
Bill	1417692	01/19/2023		429.26 · SMALL TOOLS & MINOR EQUIPMENT	-146.51
Bill	1418142	01/23/2023		429.26 · SMALL TOOLS & MINOR EQUIPMENT	-42.00
Bill	1418239	01/24/2023		429.225 · Other Supplies	-16.49
Bill	1418475	01/26/2023		429.251 · Supplies-Operations	-93.33
Bill	1418526	01/26/2023		429.251 · Supplies-Operations	-37.32
Bill	1418621	01/27/2023		429.251 · Supplies-Operations	-61.22
TOTAL				429.211 · Office Supplies	-13.22
					-3.50
Bill Pmt -Check	7786	01/31/2023	Jono Hardware	100.06 · FULTON SEWER CHECKING	
Bill	1380281	01/30/2023		429.225 · Other Supplies	-771.02
Bill Pmt -Check	7787	01/31/2023	LEAF	100.06 · FULTON SEWER CHECKING	
Bill	14246947	01/22/2023		429.213 · Equipment Lease	-5.84
Bill Pmt -Check	7788	01/31/2023	Market Street Auto Parts	100.06 · FULTON SEWER CHECKING	
Bill	447510	01/06/2023		429.251 · Supplies-Operations	-53.71
Bill	448276	01/23/2023		429.251 · Supplies-Operations	-11.43
TOTAL				429.283 · Richard Hillis Pump Station	-147.68
					-159.11
Bill Pmt -Check	7789	01/31/2023	Moyer Instruments Inc.	100.06 · FULTON SEWER CHECKING	
Bill	29071	01/20/2023		429.253 · Contracted Svc.-Operations	-1,680.00
Bill Pmt -Check	7790	01/31/2023	MSC Industrial Supply Co.	100.06 · FULTON SEWER CHECKING	
Bill	78622866	01/20/2023		429.287 · Monroe Valley WWTTP	-26.20
Bill Pmt -Check	7791	01/31/2023	Penn Power Group	100.06 · FULTON SEWER CHECKING	
Bill	4439054	01/20/2023		429.285 · Little Mtn Road Pump Station	-185.00

# Check Detail - Sewer Fund January 17 - 31, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	4439508	01/23/2023		429.283 · Richard Hills Pump Station	-185.00
Bill	4439876	01/24/2023		429.287 · Monroe Valley WWTP	-210.00
Bill	4440331	01/25/2023		429.286 · FSWA Lane/Greble Road	-234.00
TOTAL					-814.00
Bill Pmt -Check	7792	01/31/2023	Suburban Testing Labs	100.06 · FULLTON SEWER CHECKING	
Bill	P2001827	01/26/2023		429.222 · Lab Samples	-348.00
Bill Pmt -Check	7793	01/31/2023	Swatara Township	100.06 · FULLTON SEWER CHECKING	
Bill	reimbursement	01/31/2023		364.126 · Debt Service	-83.51
				364.125 · Sewer Charges	-116.49
TOTAL					-200.00
Bill Pmt -Check	7794	01/31/2023	USA Blue Book	100.06 · FULLTON SEWER CHECKING	
Bill	229545	01/10/2023		429.221 · Chemicals	-430.41
Bill	231509	01/11/2023		429.26 · SMALL TOOLS & MINOR EQUIPMENT	-180.11
TOTAL					-610.52
Bill Pmt -Check	7795	01/31/2023	Verizon Wireless	100.06 · FULLTON SEWER CHECKING	
Bill	9925959644	01/22/2023		429.320 · Operations Mobile Phone Service	-144.55
TOTAL					(16,948.45)

# Check Detail - Water Fund

## January 17 - 31, 2023

Type	Num	Date	Name	Account	Paid Amount
Check	EFT	01/24/2023	UGI Utilities, Inc.	100.06 · FULTON WATER CHECKING ACCOUNT	
				448.367 · 100 101 080 313-office	-15.79
Check	EFT	01/25/2023	UGI Utilities, Inc.	100.06 · FULTON WATER CHECKING ACCOUNT	
				448.367 · 100 101 080 313-office	-15.79
Check	EFT	01/31/2023	Comcast	100.06 · FULTON WATER CHECKING ACCOUNT	
				448.322 · Operations Internet & Phone	-177.00
Check	EFT	01/31/2023	Comcast	100.06 · FULTON WATER CHECKING ACCOUNT	
				448.321 · Admin Internet & Phone	-174.92
General Journal	1855	01/23/2023		100.06 · FULTON WATER CHECKING ACCOUNT	
				448.12 · Salaries - Board Of Directors	-125.00
				448.14 · Salaries - Staff	-6,385.44
				481.161 · Fica	-402.78
				481.163 · Medicare	-94.22
				481.165 · PMAA UC Fund	-173.78
				448.151 · Health	64.28
TOTAL					-7,116.94
Bill Pmt -Check	7076	01/26/2023	Capital Blue Cross	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	230160000241	01/17/2023		448.151 · Health	-2,983.99
Bill Pmt -Check	7077	01/26/2023	Doceo	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	269927	01/13/2023		448.212 · Office Equip. Maint & Repair	-24.10
Bill Pmt -Check	7078	01/26/2023	Guardian	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	00 775223	01/17/2023		448.154 · Life & STD	-67.96
Bill Pmt -Check	7080	01/31/2023	Amazon Capital Services	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	13KQ-4G6R-NVXP	12/17/2022		448.26 · SMALL TOOLS & MINOR EQUIPMENT	-43.82
Bill	1CMQ-P914-4K3H	01/16/2023		448.225 · Other Supplies	-7.49
Bill	1VPN-H-161P	01/23/2023		448.19 · CORP. BUILDING-Repairs & Maint.	-21.79
TOTAL					-73.10
Bill Pmt -Check	7081	01/31/2023	Bethel Township	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	4562	01/17/2023		448.332 · Fuel	-788.96
Bill Pmt -Check	7082	01/31/2023	Dempsey Uniform & Linen Supply	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	17953185	01/16/2023		448.224 · Uniform Expense	-29.54
Bill	17960243	01/23/2023		448.224 · Uniform Expense	-29.55
TOTAL					-59.09
Bill Pmt -Check	7083	01/31/2023	Edwin Elliot & Co. Inc.	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	7440	01/17/2023		448.254 · Equipment-Operations	-2,699.00

# Check Detail - Water Fund

## January 17 - 31, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7084	01/31/2023	J.C. Ehrlich Inc.	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	30173050	01/26/2023		448.252 · Contracted Svs-Ehrlich, garbage	-38.69
Bill Pmt -Check	7085	01/31/2023	Jonestown Ag Supply	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	1411586	11/29/2022		448.225 · Other Supplies	-52.49
Bill	1415953	01/04/2023		448.225 · Other Supplies	-59.58
Bill	1416539	01/09/2023		448.225 · Other Supplies	-78.61
Bill	1417321	01/16/2023		448.225 · Other Supplies	-15.96
Bill	1417447	01/17/2023		448.26 · SMALL TOOLS & MINOR EQUIPMENT	-146.51
Bill	1417692	01/19/2023		448.26 · SMALL TOOLS & MINOR EQUIPMENT	-41.99
				448.225 · Other Supplies	-16.49
Bill	1418142	01/23/2023		448.251 · Supplies-Operations	-93.33
Bill	1418066	01/23/2023		448.251 · Supplies-Operations	-17.63
Bill	1418239	01/24/2023		448.225 · Other Supplies	-37.32
Bill	1418526	01/26/2023		448.251 · Supplies-Operations	-13.22
Bill	1418475	01/26/2023		448.251 · Supplies-Operations	-61.21
TOTAL					-634.34
Bill Pmt -Check	7086	01/31/2023	Jono Hardware, LLC	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	1377561	01/18/2023		448.225 · Other Supplies	-11.53
Bill	1377791	01/19/2023		448.225 · Other Supplies	-37.19
TOTAL					-48.72
Bill Pmt -Check	7087	01/31/2023	LEAF	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	14246947	01/22/2023		448.213 · Equipment Lease	-53.71
Bill Pmt -Check	7088	01/31/2023	Met-Ed	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	100 017 434 794	01/26/2023		448.364 · 100 017 434 794-Well 6	-2,359.87
Bill Pmt -Check	7089	01/31/2023	Penn Power Group	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	4440332	01/25/2023		448.253 · Contracted Svs-Operations	-210.00
Bill	4440333	01/25/2023		448.253 · Contracted Svs-Operations	-192.00
TOTAL					-402.00
Bill Pmt -Check	7090	01/31/2023	Univar USA Inc.	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	50845085	01/13/2023		448.221 · Chemicals	-876.67
Bill Pmt -Check	7091	01/31/2023	USA Blue Book	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	229545	01/10/2023		448.221 · Chemicals	-430.41
Bill Pmt -Check	7092	01/31/2023	Verizon Wireless	100.06 · FULTON WATER CHECKING ACCOUNT	
Bill	9925959644	01/22/2023		448.320 · Operations Mobile Phone Service	-144.55
Bill Pmt -Check	7093	01/31/2023	Dustin Keller	100.06 · FULTON WATER CHECKING ACCOUNT	



Check Detail - Water Fund  
January 17 - 31, 2023

Type	Num	Date	Name	Account	Paid Amount
Bill	dental	01/31/2023		448.153 · Dental HRA	-206.12
TOTAL					(19,391.72)

<b>Fulton Sewer Checking Account</b>		
Beginning Balance	<b>\$725,342.89</b>	
Deposits	\$111,655.93	
Payables	\$(9,730.45)	
Payroll Deduction	\$(7,218.00)	
<b>Account Ending Balance</b>	<b>\$820,050.37</b>	
<b>Fulton Water Checking Account</b>		
Beginning Balance	<b>\$955,030.58</b>	
Deposits	\$133,648.18	
Payables	\$(12,274.78)	
Payroll Deduction	\$(7,116.94)	
<b>Account Ending Balance</b>	<b>\$1,069,287.04</b>	
<b>Fulton Payroll Checking Account</b>		
Beginning Balance	<b>\$8,037.71</b>	
Deposits	\$14,334.94	
Payables - Payroll	\$(10,034.29)	
Payables - Liabilities	\$(3,502.57)	
<b>Account Ending Balance</b>	<b>\$8,835.79</b>	
<b>Debt</b>	<b>Current Balance</b>	<b>Total Debt</b>
<b>Water</b>		
		<b>\$0.00</b>
<b>Sewer</b>		
PennVest Loan-71386-Sewer - Mo. - \$57,545.54 - 2.51%	\$6,893,218.12	<b>\$9,788,612.84</b>
Fulton Loan-9003-Sewer - Qtr - \$42,964.45 - 2.49%	\$379,000.00	
PennVest Loan-27719 - Sewer-Mo . - \$15,541.88 - 1%	\$2,516,394.72	
<b>All Total Debt</b>		<b>\$9,788,612.84</b>

**Office Manager's Report**  
**February 6, 2023**

**Action Items**

GF Bowman came out to discuss our boiler, possibly replacing it with a hot water heater or instant on's. They do not recommend disconnecting the boiler as the heat pump is not capable of handling very cold temperatures. They are recommending that either the boiler be replaced due to its age or the ignition components be replaced. To replace the boiler would cost \$11,873.52. The ignition component parts would cost \$753.93. This boiler is used as additional heat for the office and to heat the office water. This is the second year that the boiler was not working for the beginning of the heating season. ***Does the Board approve having the boiler repaired by GF Bowman at a cost of \$753.93 (PO 129)?***

I received a quote from Pointsolve to replace the server in the amount of \$15,734.99. This cost includes install and configuration. ***Does the Board approve the purchase of a new server from Pointsolve in the amount of \$15,734.99 (PO 131)?***

**General Information**

2022 contracted customer water and sewer usage attached. As is shown on the last line of the chart B&E is using 2 to 3 million gallons more water than they are contracted to use.

Wengert's Home Center has been back and fix the door to the office.

January customer comment log attached

We continue to work with the Engineers, the Solicitor and Operations. This includes but is not limited to filing and satisfying liens, gathering information for DEP reports, and maintaining up to date records for ongoing projects.

**Unresolved Business**

Liens: None

In regards to Northern Lebanon School District athletic field concession and locker room project, we received an application and review fees from Steckbeck Engineering. 9-28-21: Bolt Engineering has been contacted 10-5-21: Sent review letter to Chad Smith. 11-9-21: *Emailed Chad Smith regarding EDUs; 2-9-22 – 2<sup>nd</sup> email request; 4-19-22 received response from Chad Smith; per Chad no additional EDUs.*

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



## January - Customer Comment Log

Date	Time	Name	Address	Comment	Followup
1/3/2023	11:31	Casie Fizer	30 Kreider Dr	Make payment over the phone	Processed pymt
1/4/2023	11:40	Gordon Bross	639 Greble rd	Sold property would like to remove his name from the account	The settlement agency had given the info and the acct was already transferred
1/4/2023	11:45	Carey Fisher	111 Hemlock Dr	Verify ach is set up and if so a new form needs to be completed because bank info changed	Mailed ach form
1/6/2023	8:25	Christopher Seltzer	115 Hemlock Dr	Is a check the only way to pay the bill	ACH, online, at the office or by mail
1/9/2023	8:45	Duane Ray	125 S Center St	Received continuous flow letter and checked his fixtures and found a toilet that was leaking	Explained that this is why we send the letters
1/9/2023	9:20	Rita Hain	153 N Center St	Received continuous flow letter and she checked her faucets but doesn't see anything leaking	Explained how the report is generated and we will see if her meter shows again on the next qtr billing
1/9/2023	10:39	Bold Realty	46 Horizon Dr	Update billing address to their Lebanon location	Updated address
1/9/2023	2:10	Adam Korb	127 E Main St	Would like to pay his bill	Processed cc pymt
1/9/2023	4:22	Adey Kaley	557 Greble Rd	Verify that we received her payment	Payment was rcvd 1/9/23
1/10/2023	10:37	Jerome Gilbert	12 Circle Dr	Pay his bill	Processed pymt
1/10/2023	2:45	Evan Smith	134 Lakeside Dr	Pay his bill	Processed pymt
1/10/2023	2:56	Judith Garrett	117 Deer Dr	Pay her bill	Processed pymt



1/11/2023	1:07	Barbara Brown	23 Weaverland Dr	Pay her bill	Processed pymt and updated acct to her name as Donald has passed away
1/13/2023	1:09	Lizette Alley	33 Horizon Dr	When did the last bill go out and when is it due	Mailed her a copy of her bill
1/13/2023	3:57	Ed Pouch	124 N Pine Grove St	what is the cost to turn water off and turn back on	\$25 for shut off and \$25 for turn on fee
1/16/2023	11:15			calling to see if we are open today	open till 4:30
1/16/2023	4:01			how late are we open till	open till 4:30
1/17/2023	2:52	Elizabeth Bernardi	129 Lakeside Dr	mailed pymt but received past due notice	we have not received pymt, check to see if check cleared the bank and go from there
1/18/2023	10:20	Showers	651 Greble Rd	rcvd bill can I pay over the phone	can pay over phone \$3 per evry \$100 of bill or can pay by ck or cash at the office 8 till 4:30
1/20/2023	12:56	North Leb School	School rd	could she get a new commercial & industrial survey form	emailed the forms
1/23/2023	3:45	Vicki Neff	2 Pine Ave	when is the bill due and what is the amount	due 2/10 and gave her the amount
1/25/2023	10:24	Jordan Reigle	201 N Center St	may I pay my bill over the phone	processed pymt
1/25/2023	2:51	Lyle Lambert	193 W Main St	how do I change my bank info for ach payment	Lyle will stop at the office tomorrow to complete new form.
1/30/2023	9:52	Donna Knapp	3049 S Pine Grove St	change billing address to her address and remove ach	updated address and removed ach
1/30/2023	1:51	Kristi Ditzler	114 E Main St	selling business and bldg to Tracy Kurtz and would like service transferred to her name	ordered final bill for 2/9/22 and will transfer account to Tracy

COMPANY	CONTRACT AMOUNT (30 days)	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Poultry Holdings LLC US 22 West (South) Act #1980	Sewer 3,300,000 Monthly	2,328,680	2,052,850	2,523,180	2,695,340	1,962,210	2,019,600	2,110,720	2,013,240	2,058,230	1,878,240	1,642,380	1,697,920
Poultry Holdings LLC US 22 West (South) Act #1980	Water 900,000 Monthly	172,680	184,850	227,180	216,340	234,210	324,600	425,720	360,240	293,230	199,240	154,380	121,920
Poultry Holdings LLC Center St East(North) Act #2042	Water 3,000,000 Monthly												
		2,085,000	1,601,000	1,822,000	1,398,000	1,541,000	1,781,500	1,632,000	2,558,500	1,939,000	2,061,000	1,902,000	1,765,500
Bell & Evans Facility 1-Main Plant Act #1301 #1305 #1306 #1309	Sewer 260,340 Monthly	154,500	154,500	154,500	155,733	155,733	155,733	155,266	155,266	155,266	155,900	5,900	16,000
Bell & Evans Facility 1-Main Plant Act#1305 #1306 #1308 #1309	Water 6,750,000 Monthly	944,700	187,000	360,900	309,733	147,633	241,733	123,566	149,966	97,866	135,500	55,800	465,000
Bell & Evans Facility 2-Plant 2 Rt 22 Act #1311	Sewer 3,600,000 Monthly	3,291,300	2,645,200	2,475,000	2,166,800	2,274,000	2,425,100	2,318,300	2,270,500	2,340,100	1,987,900	1,782,300	1,843,800
Bell & Evans Facility 2-Plant 2 Rt 22 Act #1311	Water 8,610,000 Monthly	3,294,000	2,652,000	2,531,000	2,244,000	2,529,000	2,720,000	2,707,000	2,728,000	2,683,000	2,026,000	1,806,000	1,851,000
Bell & Evans Facility 3-Chestnut Hill #1303	Sewer 260,340 Monthly Transfer from Plant 1 when open	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Bell & Evans Facility 3-Chestnut Hill Act #1302	Water 1,933,950 Monthly when open	26,759,900	26,351,800	31,622,900	22,212,500	22,577,600	18,293,600	15,276,800	17,077,900	15,761,100	17,916,600	16,887,100	17,782,000
Bell & Evans Facility 4-Hatchery Act #1312	Sewer 12,000 Monthly	1,496,200	1,317,100	7,334	7,334	7,334	7,334	7,334	7,334	7,334	7,334	7,334	7,334
Bell & Evans Facility 4-Hatchery Act #1312	Water 1,540,200 Monthly	1,496,200	1,317,100	1,498,500	1,512,100	1,449,900	1,576,400	1,449,200	1,549,300	1,677,500	1,608,400	1,638,600	1,888,500
Master Water Agreement of 627,805 gpd = (18,834,150 - 30 days)		32,494,800	30,507,900	36,013,300	26,278,333	26,704,133	22,831,733	19,556,566	21,505,166	20,219,466	21,686,500	20,387,500	21,986,500

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152,350



## Lori Poorman

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**From:** Dustin Keller  
**Sent:** Thursday, February 2, 2023 9:51 AM  
**To:** 'Dale Bevans (jdbbevans@comcast.net)'; 'Tom Demler (twcsdemler@comcast.net)'; 'Rick Rudy (ljrr@comcast.net)'; 'Bev Martel (bam@lmf.net)'; 'Kevin Helms (kvhelms@comcast.net)'; Kevin Helms (kdhelms62@gmail.com); Scott Gettle  
**Cc:** 'Paul Lutzkanin (plutzkanin@steckbeck.net)'; 'Jeff Steckbeck (jsteckbeck@steckbeck.net)'; 'Tony Fitzgibbons'; Lori Poorman; Marty Uber; Trish Gerdes; Dot Stubblebine; Roger Bollinger  
**Subject:** February 06, 2023 Operations Report  
**Attachments:** 230116Quotation - 1 Pump.pdf; EdwinEliotRCELPartsPO.pdf; EnvirepChlorBoosterPO.pdf; FSWA Rotork RCEL Pricing Jan 25, 2023.pdf; wastewater-review-exton-november-14-exam.pdf; DSCF0799.JPG

## February 06, 2023 Operations Report

### \*Items requiring board action\*

**S1.** We had to use a valve actuator out of our spare parts inventory. This left us with no spares on hand. With your approval, I would like to purchase a replacement for \$742.00 from Edwin Elliot & Co.. I'm attaching the quote and a purchase order to this report. On a side note, often we can repair these actuators in house, but in this case the gears are stripped and it's not feasible to repair it. We use these actuators at the Fredericksburg WWTP and the Monroe Valley WWTP.

**W1.** With your approval, I would like to purchase a spare chlorine booster pump for the East Tank to place in our spare parts inventory. I'm attaching a quote from Envirep for \$1450.00. We currently have one of the two chlorine booster pumps working and I'm confident that we will have the second repaired shortly. This spare pump would make it so that while we are repairing one of the pumps, we could still have full functionality of our gas chlorine system.

### \*General Information\*

1. We installed a trail camera at the old sewer plant. We haven't seen any evidence trespassing. *(except for an old tomcat!)*
2. Penn Power did the bi-annual service/inspection visit last week for the generators.
3. The staff and I have received our new work wear from Major League.
4. We have begun building heavier screens and guards for the basement windows at the office.

### **\*General Sewer Information\***

1. The three WWTP's are all operating very well and within permit.
  - Little Swatara Creek Wastewater Plant – Plant is running very well.
  - Monroe Valley Wastewater Plant - Plant is running very well.
  - Lickdale Wastewater Plant - Plant is running very well.
2. The Tier 2 Chemical Inventory Report for the sewer plant for 2022 has been completed. This report is due by March 31, 2023.
3. I would like to have Rodger Bollinger enroll in a free 12-week PA Rural Wastewater Operator Certification Training Program. The class would be every Wednesday from 7:30-1:30pm. The first day of the class is Wednesday, August 09, 2023. When I checked the route in Google Maps it said that it should take 1:17 to get there. This should have him back to the plant before 2:30, traffic permitting. I'm attaching the flyer that outlines the program.
4. The staff and I have begun retrofitting one of the original three UV disinfection units with an updated wiper system. Evoqua/ETS provided us with the new equipment during the upgrade free of charge. They did this because we are going to be the first ETS UV installation to do this.
5. Kline's Services was onsite Tuesday, January 31, 2023 to do the annual wetwell cleaning. We scheduled this to coincide with cleaning the Union Township wetwells cleaning so that the trip costs could be split in half.
6. The two new air relief valves have been installed along Sugar Road. We have begun collecting doing volumetric drawdown test to determine if this increased our flowrate at the pumpstation.
7. I continue to train the operations staff in the specifics of sewer operations.

### **\*General Water Information\***

1. The water system is running well.
2. The staff and I have started gathering supplies to build an insulated box around the galvanized conduits that froze during the Christmas weekend. I anticipate that this will be complete by the next meeting.
3. The annual Tier 2 Hazardous Chemical Inventory Reports for the Water Plant and the East Tank have been completed and submitted to the state. These reports are due by March 31, 2023.
4. We have begun doing some preliminary jar testing of the composite water from our three wells blended with CoLA's water in various ratios. Our goal is to find the specific point where the mixture of CoLA's water with ours causes the manganese to precipitate out of solution, which we believe is the cause of the slugs of manganese that we find in our system at times. Once we know this mixture, we can avoid it in

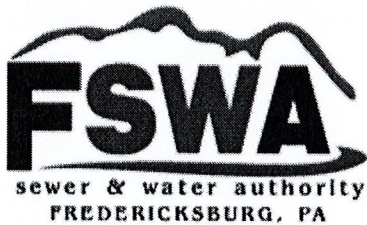


the future. With the new filtration plant and two new wells, we will have much better control over the makeup of the blended water.

5. We have begun looking into the new Service Line Inventory form that DEP is going to start (possibly) start requiring of all community water systems. This new requirement is being driven by the EPA's Lead & Copper Rule Revision of January 2020. The rule revision requires the material identification of all service lines. The deadline for this October 16, 2024.
6. I continue to train the operations staff in the specifics of water operations.
7. We continue to assist the office staff with meter reads, data logging, etc.

Thanks!

Dusty Keller  
Fredericksburg Sewer & Water Authority  
Chief Wastewater Operator  
Cell: (717) 304-1061





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

## QUOTATION

January 16, 2023

Fredericksburg Sewer & Water Auth  
PO Box 161  
Fredericksburg, PA 17046

RE: Fredericksburg Sewer & Water Auth  
WTP Chlorine Replacement Pump  
Fredericksburg, PA

Attn: Dusty Keller

In accordance with the Terms and Conditions listed herein, we are pleased to offer you the following equipment:

1 – AMT Pump Model MSV1-7-1P vertical multistage pump and motor.

Each Includes:

- Customer suction and discharge connections – (1")
- 304 SST components with Teflon wear rings
- Cast iron base and adapter
- Flange kit 1 ¼ "
- Tungsten Carbide Seal
- Single phase, ¾ hp, TEFC motor
- Manufacturer's warranty, (12 month)

**NOTE:** This pump cannot prime and does not produce suction and therefore can only be placed in an application where the pump will be fed by gravity.

**TOTAL SELLING PRICE: \$1,450.00** (Includes freight to first destination)

As a courtesy to the buyer the following is a **partial** list of items **not** included in the above pricing:

- Startup Services
- Mechanical, electrical, or structural installation
- Federal, State, or Local taxes
- Flanged connections
- Mounting hardware
- Suction piping or valving
- Discharge piping or valving
- Anchor bolts
- Controls
- Pump base

Payment Terms: Net 30 days from date of shipment

Delivery: Direct to the job site via common carrier

**Estimated shipment:** Approximately 4 to 6 weeks after receipt of approved signed Quotation by Envirep, Inc.



Fredericksburg Sewer & Water Auth  
WTP Chlorine Replacement Pump  
Fredericksburg, PA

January 16, 2023

**SHIPPING DISCLOSURE:** Due to the unprecedented and ongoing global supply chain constraints, estimated shipping times cannot be guaranteed. Shipping time is subject to change without notice.

This quotation includes only equipment specifically mentioned herein and does not include, or infer inclusion of, any additional equipment, piping, valves, wiring, installation or services etc., regardless of its relation to the quoted equipment.





Fredericksburg Sewer & Water Auth  
WTP Chlorine Replacement Pump  
Fredericksburg, PA

January 16, 2023

### TERMS AND CONDITIONS

1. Terms are F.O.B. factory, full freight allowed, NET 30 DAYS FROM DATE OF SHIPMENT. Startup shall not be performed until payment is received. Terms subject to credit approval at the time of shipment. These terms are independent of, and are not contingent upon, the time or manner in which the purchaser may receive payment from others.
2. 1½% per month service charge will be assessed on unpaid balances after 30 days old. Any obligation of Envirep to provide startup, supervision, and operator training is contingent upon timely payment of all sums required to be paid to the Seller under the payment terms of this quotation. Start-up will not be performed until full payment is received.
3. A 3% processing fee will be applied to all orders paid by credit card.
4. If the Seller finds it necessary to place any indebtedness herein in the hands of an attorney for collection, purchaser shall pay all expenses and costs for collection, including reasonable attorney's fees.
5. Purchase prices are valid for 30 days from the date of this quotation.
6. State and or local taxes will be charged unless we receive a valid tax exemption certificate.
7. Order may be canceled only with Envirep's written consent and on terms that will indemnify Envirep against loss. If the order is canceled prior to releasing the equipment to fabrication, cancellation fees shall be assessed for work already completed, not to exceed 50% of the Total Selling Price. If the order is canceled following the release to fabrication, cancellation fees shall be assessed for work already completed, up to 100% of the Total Selling Price.
8. All drawings, specifications, designs, plans, computer programs, submittals, documents, information, correspondence, or data prepared by Envirep in connection with this quotation, and all related intellectual property rights, shall remain the property of Envirep. Envirep grants to Customer a non-exclusive, non-transferable license to use any such information for Customer's use, maintenance, or repair of the equipment. In no case shall Customer provide such information to third parties without Envirep's prior written consent.
9. Title to the equipment and any additions and accessories shall remain in the Seller's name until the purchase price is paid in full.
10. Warranty is subject to the individual manufacturer's warranty. Envirep will not extend or modify these warranties without written consent from the manufacturer.
11. Warranty shall not apply to (a) damage due to any weather-related or other conditions beyond the control of Envirep; (b) defects or malfunctions resulting from the Goods not installed, operated, or maintained in accordance with manufacturer's instructions, applicable codes, ordinances, or accepted trade practices; (c) failures resulting from abuse, misuse, accident, or negligence; or (d) Goods repaired and/or modified without prior written authorization from Envirep.
12. TO OBTAIN WARRANTY SERVICE: Buyer shall assume all responsibility and expense for removal, reinstallation, and freight associated with any warranty service. Any Goods to be repaired or replaced under this warranty must be returned to Envirep, or such place as designated by Envirep. Buyer can contact Envirep Service Department at 800-733-7884 for an RMA on any Goods being submitted for a warranty claim.
13. This equipment requires startup by a factory-trained service technician. Failure to provide startup and testing by a factory-trained startup technician or operating the equipment prior to startup may void the warranty.
14. Any claims for damaged, lost, or misplaced items must be made in writing within 15 days of delivery of equipment to jobsite or designated location provided by the contractor/purchaser/owner.
15. All information contained in this quotation regarding the equipment and the price is submitted without cost to the Customer but with the understanding that such information is for the use of the Customer and that the Customer will not disclose it to anyone outside its organization.
16. Delivery dates or expected shipment dates from the factory represent Seller's best judgment, but shipment on those dates is not guaranteed.
17. Seller shall not be liable for consequential damages. Consequential damages shall include, but not limited to, loss of use, income, or profit, or loss of or damage to property arising out of operation, use, installation, repair, or replacement of equipment.
18. Seller will not accept a contract containing a penalty or liquidated damages clause relating to failure or inability to ship within a specified time.
19. Terms inconsistent with those stated herein, which may appear on purchaser's formal order, will not be binding to the Seller.
20. Terms shall be governed by and enforced in accordance with the laws of the State of Pennsylvania.
21. **Order will be placed with Envirep, Inc., 3705 Trindle Road, Camp Hill, PA 17011-4334.**





Fredericksburg Sewer & Water Auth  
WTP Chlorine Replacement Pump  
Fredericksburg, PA

January 16, 2023

Thank you for the opportunity to submit this quotation. To order this equipment, please complete the information requested below, sign this quotation where indicated and return to Envirep, Inc., via email to [sales@envirep.com](mailto:sales@envirep.com) or fax to 717-737-5817.

Submitted by: Bob Harbold ([rbharbold@envirep.com](mailto:rbharbold@envirep.com))  
Prepared by: Dillon Bennett ([dbennett@envirep.com](mailto:dbennett@envirep.com))  
Envirep, Inc., (717) 761-7884

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:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

Accepted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

Seller: Envirep, Inc.

By: \_\_\_\_\_

Authorized Signature



Customer ID:

Fredericksburg Sewer & Water Authority  
P.O. Box 161  
113 East Main Street  
Fredericksburg, PA 17026  
(717) 865-0774

Subtotal	\$	742.00
Sales Tax		
Total	\$	742.00

- Date \_\_\_\_\_







643 RIDGE PIKE PO BOX 439  
LAFAYETTE HILL, PA 19444

(610) 828-8940

FAX (610) 828-3892

[eeeco@edwinelliot.com](mailto:eeeco@edwinelliot.com)

January 25, 2023

Quotation

**Costars# 016-093**

TO: FSWA

480 Greble Road

Lebanon PA 17046

ATTN: Dusty Keller

FROM: Vin McAleer (717) 495-1693

Subject : Rotork RCEL Pricing

---

1 (One)      **RCEL 0055-ALS-A20**  
-120VAC Actuator  
-12/14 SEC Cycle Time 90-DEG  
-Max Torque= 430 IN-LBS  
-Encl Type 4,4X &6  
-2W Heater & Manual Override  
-Short Cover  
-(2) Additional Limit Switches  
-F03, F05 & F07 Mounting Flange  
-(2) ½" NPT Conduit Entries  
-14MM DIN/ISO-5211 Output Drive

**Net Price: \$ 742.00 ea.**

Electrical disconnects, remote push buttons or any mounting hardware is not included unless otherwise described above

If favored with an Order,

**Please make order out as described below for quick processing**

Edwin Elliot & Co. Inc.

Terms: Net 30 Days

Please include tax exempt form if applicable or taxes will be added

Shipment 1 Week after receipt of order

The net Prices are quoted FOB factory with freight include shipping to customer.

No Taxes are included in the pricing

Purchase Orders are subject to Company approval



## Wastewater Operator Certification Training Program For November 14, 2023 Exam - Exton, PA

Treatment professionals epitomize a public health official. They are committed to eliminating and preventing harm from materializing while producing and distributing safe drinking water to millions of Americans. In Pennsylvania, a person may not independently make a process control decision at a wastewater system unless that person is Board-certified. To meet certification requirements, applicants must pass the appropriate examinations, meet minimum education requirements, and meet experience requirements.

*The PRWA Wastewater Professionals Certification Training Program provides training and guidance to assist operators in gaining the knowledge and skills necessary to not only achieve certification, but to also understand the responsibility of being a Wastewater Treatment Professional.*

**Participants will be expected to attend all 12 days of training, complete all homework and take two examinations (prior to the DEP certification examination) through the training program.**

	Class Date	Focus
Day 1	Wednesday, August 9, 2023	Overview
Day 2	Wednesday, August 16, 2023	Introduction
Day 3	Wednesday, August 23, 2023	Chemistry/Laboratory/Disinfection
Day 4	Wednesday, August 30, 2023	Pumps
Day 5	Wednesday, September 6, 2023	Maintenance/Safety
Day 6	Wednesday, September 13, 2023	Test/Review
Day 7	Wednesday, October 4, 2023	Activated Sludge
Day 8	Wednesday, October 11, 2023	Activated Sludge
Day 9	Wednesday, October 18, 2023	Fixed Film
Day 10	Wednesday, October 25, 2023	Treatment Ponds & Lagoons
Day 11	Wednesday, November 1, 2023	Collection Systems
Day 12	Wednesday, November 8, 2023	Testing Skills/Review
Day 13	Wednesday, November 14, 2023	<b>** Certification Exam</b>
CLASS SPACE IS LIMITED!		

**Class Location:**  
Exton Hotel & Conference Center  
815 N. Pottstown Pike  
Exton, PA 19341

**Time:**  
7:30 AM - 1:30 PM

**Cost:**  
FREE for all 12 classes

**Participants that complete  
ALL 12 classes will be guaranteed a  
seat at the exam (on day 13)\*\*.**

**\*\*Additional registration & fee is  
required for admittance to the DEP  
Certification Exam**

**The course includes:**  
Lesson Handouts  
Review Materials  
Homework  
Tests

Return completed registration form to:  
PRWA, 138 West Bishop St., Bellefonte, PA 16823 | Fax: (814) 353-9341 | Email: Training@prwa.com | Questions? Call Toll Free (800) 653-7792  
*Your registration is confirmed unless you are contacted by the PRWA office.*

### Wastewater Operator Certification Training Program - Exton, PA

In preparation for the November 14, 2023 Exam in Chester County

Attendee Name: \_\_\_\_\_ Attendee Email: \_\_\_\_\_  
System/Co: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Fax: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ PA-DEP Client ID #: \_\_\_\_\_



**FREDERICKSBURG SEWER & WATER AUTHORITY**  
**Steckbeck Engineering - Project Status Reports**  
**February 6, 2023**

**ENGINEERING ITEMS REQUIRING BOARD ACTION:**

- Acquire Chairman's signature on Wolfe subdivision sewer capacity certification form.
- Consider adopting new tapping fees. This is not a mandate, but an administrative option available to the Authority at any time, at any meeting.
- Acquire Chairman's signature on PennDOT HOP application prepared by Red Barn consultants for Zabinski truck repair business at 717 Legionaire Drive (if rec'd in time from Red Barn).

**GENERAL / ADMINISTRATIVE:**

- SESI continues to assist the Administrative and Operation Staffs with technical issues as requested.
- The installation of AT&T cellular antennas on the East Tower is on hold pending design drawings from the engineering team designing the installation. No change since last report.

**FREDERICKSBURG WWTP OPERATIONS SUPPORT:**

- The NPDES permit renewal application has been submitted to the DEP. The DEP has reported that the application has passed the completeness review. The target date for completion of the technical review is posted as 09-28-23. No change since last report.
- The permit amendment to remove the sidestream EQ basin has been submitted and has been accepted as complete. It is currently under technical review.

**MONROE VALLEY WWTP OPERATIONS SUPPORT:**

- The NPDES permit renewal application has been submitted to the DEP. The DEP has reported that the application has passed the completeness review. The target date for completion of the technical review is posted as 09-28-23. No change since last report.

**WATER SYSTEM OPERATIONS SUPPORT:**

- Paul and Dusty met onsite with one of the site foremen to review water which is accumulating on the FSWA driveway to the East Tower because of the Prologis project. The situation has been referred to Prologis and their civil engineer. They have approved an inlet to be installed by their contractor ASAP.

**WATER SYSTEM IMPROVEMENTS – MANGANESE FILTRATION FACILITY**

- The Groundwater Withdrawal Applications for Wells 7 & 8 have been submitted and we assume they are on hold at the SRBC pending submission of applications for the water filtration facility and its construction. No change since last report.
- We are continuing with design of the 700,000 mgd manganese filtration facility for the Route 22 site. DEP permit application forms are completed and signed by the Chairman. Drawings are being tweaked with selected manufacturer's specific details.
- Paul Lutzkanin, Dusty Keller, and the operations staff performed two rounds of jar testing on the FSWA and CoLA waters. No results were observed. We are developing a third round of tests. We are trying to determine the conditions that cause manganese to spontaneously precipitate in the distribution system. Any information obtained will make designing and operating the proposed system easier.

**MISCELLANEOUS**

- Tapping fee studies were presented at the January 16<sup>th</sup> meeting for the Board to review at their leisure.

**Respectfully Submitted by:**  
**SESI – Jeff Steckbeck and Paul Lutzkanin**



## **Lori Poorman**

---

**From:** Tony F <tony@ajflaw.net>  
**Sent:** Thursday, February 2, 2023 11:00 AM  
**To:** jdbevans@comcast.net; ljrr@comcast.net; twcsdemler; 'Kevin Helms'; 'Bev Martel'; 'Scott Gettle'  
**Cc:** Lori Poorman; Dustin Keller; Jeff Steckbeck; Paul Lutzkanin (plutzkanin@steckbeck.net)  
**Subject:** FSWA - Solicitor's Report - February 6, 2023  
**Attachments:** Fredericksburg Sewer & Water Authority 18 Escrow.pdf; East Tank Cell Lease - AJF Edits 2 February 2023 - 15109800.NR303.DraftLease.NSB.09012022 (002).docx

All: My report for Monday night is as follows:

### **Matters Requiring Board Action:**

1. Route 22 Storage Project. I was contacted by Jerry Allgyer, the principal of LSE Properties, LLC, the owner of the Route 22 storage project. You may recall that LSE recently dedicated a water line to the Authority and bonded the improvements for the eighteen month integrity period via the attached restrictive escrow account. LSE had bonded the construction of the improvements via a letter of credit which, since they are now fully built and owned by the Authority, should properly be released by the Authority. I requested Mr. Allgyer to request from his bank, Pennian Bank, the language the bank would like to see to cancel the letter of credit. I have reviewed the following, proposed language and request you issue a letter to Pennian Bank which states as follows:

Pennian Bank  
559 North 12<sup>th</sup> Street  
Lemoyne, PA 17043

Re: Letter of Credit No. 1796F  
Route 22 Storage (LSE Properties,  
LL

*To whom it may concern:*

*Please be advised that at the regularly scheduled Board of Directors meeting held February 6th, 2023 a motion was made to reduce and close the above-mentioned letter of credit. The letter of credit can be reduced and closed from \$73,569.87 to \$0.00.*

*Thank You,  
Fredericksburg Sewer and Water Authority*

### **Matters Possibly Requiring Board Action:**

2. Potential New Cell Lease – East Water Tank. I have emailed the attached lease to New Cingular Wireless PCS, LLC (“NCW”) with regard to a proposed new cellular lease on east water tank. Consistent with your direction, I have indicated monthly rental at the rate of \$3,500.00 with 3% annual increases. The lease would be for a maximum term of 25 years. I will advise you as to the response by NCW.

**Other Matters:**

3. Rights of Way for New Water Filtration Plant. No developments since last meeting. I continue to coordinate with the Engineer with regard to the rights of way needed for the water filtration plant construction.
4. Water Purchase Agreement with CoLA. No developments since last meeting. I understand that CoLA has provided notice to the Authority to terminate the existing water purchase agreement. I am reviewing this matter and will report as needed.
5. Administrative Support. No significant developments since last meeting. I continue to provide support to Authority members and staff as needed.
6. Delinquent Accounts. No significant developments since last meeting. I continue to assist Lori and Dot, as needed, with matters related to delinquent accounts, such as the placement and removal of liens.

Anthony J. Fitzgibbons, Esquire  
279 North Zinn’s Mill Road, Suite D  
Lebanon, PA 17042  
(717) 279-8313 – phone  
(717) 272-0918 – fax  
(717) 926-0003 – cell





Escrow account to guarantee funds for 18 months

Escrow account No. 1419365

Dated: 8/5/2022

Fredericksburg Sewer & Water Authority  
113 East Main Street  
P. O. Box 161  
Fredericksburg, PA 17026

Dear Members of the Board:

We hereby issue this letter for the escrow account in favor of Fredericksburg Sewer & Water Authority (the "Authority") for any sum or sums not exceeding \$10,032.26 for the account of LSE Properties, LLC (hereinafter called "Customer"). This escrow account pertains to the payment of financial obligations to warrant the dedicated public improvements for 18 months effective from the date of the Authority board approval.

Intending to be legally bound, we hereby agree that demands, in an aggregate amount not exceeding \$10,032.26 shall be duly honored if presented to us, at our office at 559 North 12<sup>th</sup> Street Lemoyne, Pennsylvania, before 18 months from approval date of the Authority. (such date hereinafter referred to as the "expiration date").

Upon the earliest of the expiration date; or an executed certificate from the Authority that no payment obligations are outstanding and that the Customer has fully performed its payment obligations to Authority, this escrow account shall automatically terminate and be delivered to us for cancellation.

Withdrawal from the escrow account shall be made at will without determination of conditions or facts pertaining to related contractual agreements between Customer and Authority.

Intending to be legally bound hereby, this escrow account has been initiated and completed by a duly authorized officer of the undersigned Bank.

Sincerely,

*Vice President & Relationship Banking*

**Pennian Bank**

559 N 12<sup>th</sup> Street Lemoyne, PA 17043

P: 717-836-2608 | [candice.hull@pennianbank.com](mailto:candice.hull@pennianbank.com)

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